# **CTE2018** Paper Submission Instructions

## A. Create an Easy Chair Account

If you have never used EasyChair before you must register a free account. If you already have an account then **you may skip these preliminary steps**.

- Navigate to the CTE2018 EasyChair system at: https://easychair.org/conferences/?conf=cte2018
- 2. Click "Create an account".



#### 3. Fill in the captcha – then click "Continue".

Problems to log in? click here

Enter the text you see in the box. Doing so helps us to prevent automated programs from abusing this service. If you cannot read the text, click the reload image 🙆 next to the text.



3

4. Fill your name and email address. Click "Continue".

EasyChair The conference syst	tem	
Create an EasyCha	air Account: Step 2	
Note that the most commo	orm. The required fields are marked by (*) <b>n reason for failing to create an account is an</b> please type your email address correctly.	~ <b>~</b>
First name <sup>†</sup> (*):		
Last name (*):		
Email address (*):		
Retype email address (*):		

You may also be interested about our policy for using personal information.

5. A confirmation e-mail will be sent to your e-mail address. Access the URL in the e-mail and continue the account registration process.

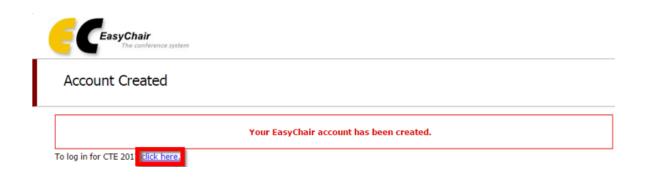
Easy	Chair account confirmation		Inbox	x	<b>e</b> 2			
+	EasyChair <noreply@easychair.org> to me</noreply@easychair.org>		11:09	9 AM (0 minutes ago) 📈	• •			
	We received a request to create an Ea for you. To create an EasyChair accou this link:	t						
	https://easychair.org/account/create.cgi?code=5N1gk68qBbpNmyIdG3YX							
	Best regards, EasyChair.							
	Please do not reply to this email. This address is used only for sending email will not receive a response.		J					

Complete your registration by providing all the required information. Then click "Create my account". You should create the account within <u>30 minutes</u>.

	e the creation of your account please fill out the following form. You should create the account within have to fill out this form from scratch.
To use FasyChair, you mus	t agree to its Terms of Service (view terms), (download terms),
<ul> <li>I agree to EasyChair</li> </ul>	
Enter your personal data.	
First name <sup>+</sup> :	kai
Last name (*):	
Organization (*):	
Your personal Web page:	
Enter your address.	
Phone:	
Address, line 1 (*):	
Address, line 2:	
City (*):	
Post code (*):	
State (US only) (*):	T
Country (*):	τ
Enter your account informa	tion. Note that user names are case-insensitive
User name (*):	

<sup>†</sup> Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, <u>read the Help article about names</u>.
You may also be interested about <u>our policy for using personal information</u>.

7. The account is created. Log in to the CTE2018 by clicking "click here".



## B. Submit an article

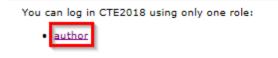
1. Access to Easy Chair and log in to your account.



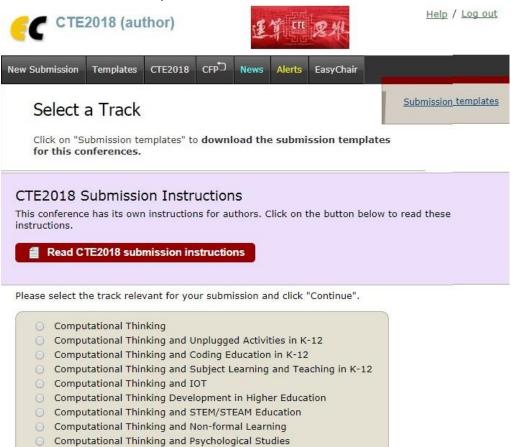
2. Click "author" to submit an article.



CTE2018 (International Conference on Computational Thinking Education 2018)



3. Select a Track relevant for your submission and click "Continue".



- O Computational Thinking and Special Education Needs
- Computational Thinking and Evaluation
- O Computational Thinking and Early Childhood Development
- Computational Thinking in Educational Policy
- Computational Thinking and Teacher Development
- General Submission to Computational Thinking Education

Continue

4. Follow the instructions and fill out the Author Information. If the number of authors is over 3, please click "Click here to more authors".

Author 1 (click here to add yourself) (click here to add an associate)
First name <sup>†</sup> (*):
Last name (*):
Email (*):
Country (*):
Organization (*):
Web page:
✓ corresponding author
💿 speaker
Author 2 (click here to add yourself) (click here to add an associate) First name <sup>+</sup> (*):
Last name (*):
Email (*):
Country (*):
Organization (*):
Web page:
corresponding author
○ speaker
Author 3 (click here to add yourself) (click here to add an associate)
First name <sup>†</sup> (*):
Last name (*):
Email (*):
Country (*):
Organization (*):
Web page:
corresponding author
O speaker
lick here to add more authors
lick here to add more addiors

5. Enter the Title, Abstract, and Keywords. The abstract should contain **no more than 250** words. Author should type **at least 3 keywords**, one per line.

#### Title and Abstract

The title and the abstract should be entered as plain text, they should not contain HTML elements.

Title (*):		
The abstract sl	hould not exceed 250 words	
Abstract (*):	I	

#### Keywords

Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

Keywords (*):	

6. Select a category and upload the paper, PDF Format is needed to be blinded when you upload it at the EasyChair system because we deploy that the papers are anonymous to paper reviewers. Click "Submit" to finish your submission. \*\*Please also email your paper in MS Word file format to cte2018@eduhk.hk, please include author(s)' full name, affiliation and email address on the first page of the paper. \*\*

Category (*). Select the category your paper be	ongs to.
● full paper (5 to 6 pages)	
⊖short paper (3 to 4 pages)	
⊖poster paper (2 pages)	
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7. Once submission is successful you will see basic information about your submission. Your paper will be given a Submission Number. You can check your submission details at any time by clicking "(Submission Number)" under "My Submission" in the main menu.

Submit

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Ne	w Submission My	7 Submissi	ons Templates	CTE2018	News EasyChair				
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		Paper 2							
	Title:		and the second						
	Paper:	<b></b>							
	Track:	Compu	itational Thinkin	g and Unplug	ged Activities in K-12				
	Author keywords:								
	Abstract:	and in s							
	Time:	Jul 20,	07:06 GMT						
	Category full paper (5 to 6 pages)								
	Author conflicts: none								
					Authors				
	first name last r	name	email	country	organiza	ition	Web page	corresponding?	speaker

## C. Update the details of your submission

1. If you need to make any changes to your submission, use the links on the right hand side of the page.

CTE201	8 (author)		建算四	思州		<u>Help</u> /	<u>Log out</u>
New Submission My	Submissions Templates	CTE2018	News EasyChair				
CTE20: Su If you want For all ques	1	n about your	paper, use links in the on you should contact t			Update in Update au Update fil Declare co Withdraw	i <u>thors</u> e onflict
	Paper 2	!					
Title:							
Paper:	<b>7</b>						
Track:	Track: Computational Thinking and Unplugged Activities in K-12						
Author keywords:	CORE OF STREET						
Abstract:	Real Trap						
Time:	Jul 20, 07:06 GMT						
Category	full paper (5 to 6 page	s)					
Author conflicts:	none						
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first name last na	ame email	country	organiza	tion	Web page	corresponding?	speaker
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- For Updating Information about your submission, select **"Update Information"** from the right-hand menu. Amend and fill out the form and press the **"Update Information"**.
- For Updating author information, select "Update authors" from the right-hand menu. Amend the information and click "Save". In case of multiple authors, you can add or remove author in this page. You can also change the order of authors by selecting "Reorder authors".
- For Updating the submitted file, select **"Update file"** from the right-hand menu. Choose file from your computer and click **"Submit"** to update a file for your submission.
- For Declaring the Conflict of Interest, you can select **"Declare Conflict"** to declare conflicts of interest for your submission.
- For the Submission withdrawal, select **"Withdraw"** to send email to chairs for the withdrawal from CTE2018.