

IEEE PDF eXpress Plus Site Setup Confirmation

IEEE PDF eXpress PLUS is a free service for IEEE conferences. PDF eXpress PLUS...

- assists conference authors in meeting the latest IEEE Xplore® requirements for PDF files.
- provides a simple and convenient way for conference publication chairs to collect final papers from authors.
 - 1. Access the IEEE PDF eXpress Plus site at: http://www.pdf-express.org/plus

First-time users:	Previous users, but using it the first time for a new conference:	Returning users:
a. Click "New Users - Click	a. Enter vlsit2013xp for the Conference ID, your email address,	a. Enter vlsit2013xp for the Conference ID, email address
Here".	ere". and enter the password you used for your old account.	
b. Enter vlsit2013xp for the	b. When you click "Login", you'll receive an error saying you	and password.
Conference ID, your email	Conference ID, your email need to set up an account. Simply click "Continue". By entering	
address, and choose a new	your previously used email address and password combination,	
password. Continue to enter	assword. Continue to enter you will enable your old account for access to this new	
information as prompted.	offermation as prompted. conference.	
c. Check that the contact information is still valid, and	c. You will receive online and email confirmation of successful account setup.	
click "Submit".	d. You will receive online and email confirmation of successful account setup.	

- 2. For each conference paper, click "Create New Title".
- 3. Enter identifying text for the paper (title is recommended but not required).
- 4. Click "Submit PDF for Checking" or "Submit Source Files for Conversion".
- 5. Indicate platform, source file type (if applicable), click Browse and navigate to file, and click "Upload File". You will receive online and email confirmation of successful upload.

6.	You will receive an email with your Checked PDF or IEEE PDF eXpress Plus-converted PDF attached. If you submitted a PDF for Checking, the email will show if your file passed or failed.				



IEEE PDF eXpress Plus Site Setup Confirmation

Options (choose one)	•	If you are not satisfied with the IEEE PDF eXpress Plus-converted PDF:	If the PDF submitted passed the PDF Check, or you are satisfied with your IEEE PDF eXpress Plus-converted PDF:
Option 1	Submit your source file for conversion by clicking Try again ,	Resubmit your source file with corrections (<u>Try again</u> , then <u>Submit</u>	
	then Submit Source Files for	Source Files for Conversion)	
	Conversion		
Option 2	Read the PDF Check report, then click "The PDF Check Report" in the	Submit a PDF by clicking <u>Try again</u> , then <u>Submit PDF for Checking</u>	Log back into your PDF eXpress Plus account and approve your PDF
	sidebar to get information on		for collection.
	possible solutions		
Option 3	"Request Technical Help" through your account	"Request a Manual Conversion" through your account	