

INGRC 2024

Submission Guideline

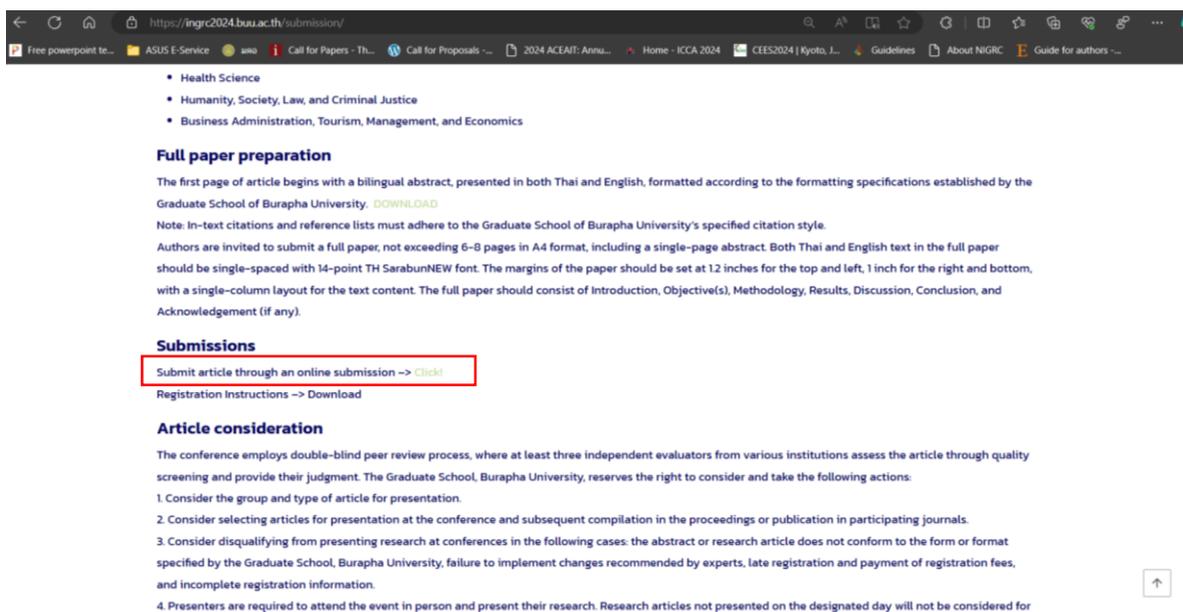
CMT Registration

- Visit the INGRC 2024 website: <https://ingrc2024.buu.ac.th>.
- Click on **Submission**.



Users will see the Submission detail page.

- Scroll down to the **Submit article** through online submission section and click it.



The page will navigate to **Microsoft CMT Login**. If you don't already have an account, registration is required before proceeding.

☐ Click on **Register**.

Microsoft CMT

Email *

Password *

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INGRES

The International and 58th National Graduate Research Conference

☐ Fill out **Create New Account Page**. Fields with an (*) asterisk are required.

Login Registration Reset Password

Create New Account

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* Email

* Password

* Confirm Password

[Personal Information](#)

* First Name

Middle Initial

* Last Name

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* Organization Name

* Country/Region

[External Profile Information](#)

Enter the **captcha characters**, check the **Agree to Terms of Use** checkbox and click on **Register**.

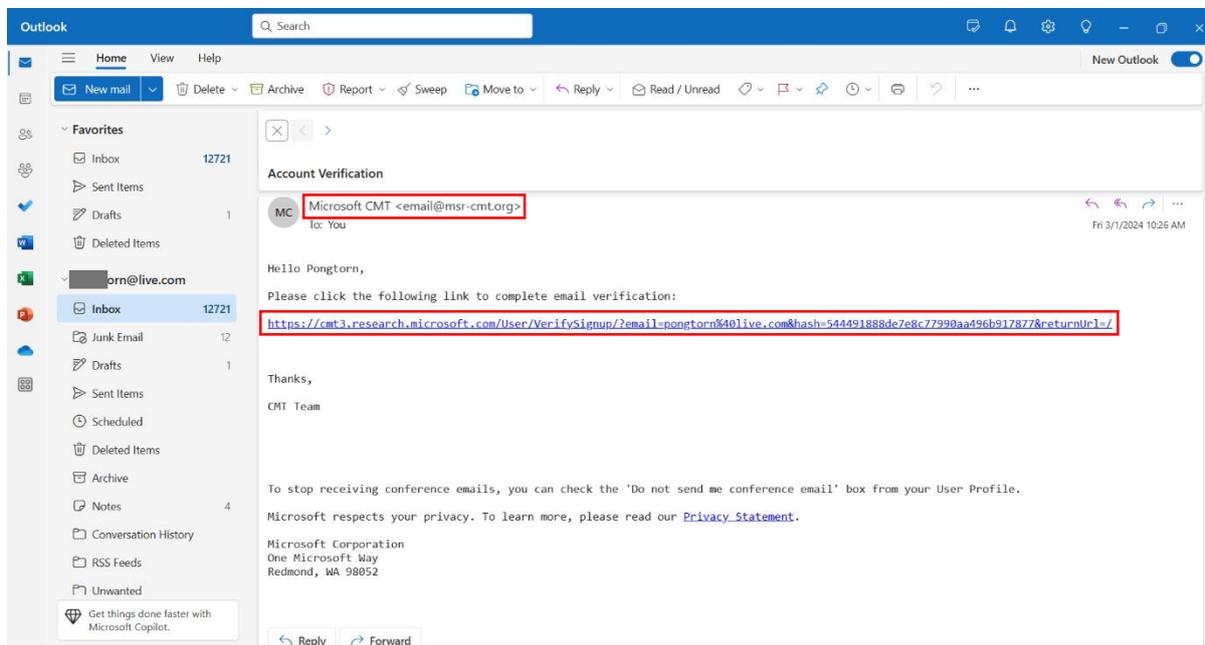
The screenshot shows a web browser window with the URL <https://cmt3.research.microsoft.com/User/Register?ReturnUrl=%2FConference%2FRecent>. The page is titled "External Profile Information" and contains several input fields for external IDs: Google Scholar Id, Semantic Scholar Id, DBLP Id, ORCID Id, and OpenReview Id. Below this is the "Verification" section, which includes a captcha image with the characters "WSQ SVH" and a checkbox for "I agree to the Microsoft CMT's Author's Statement, Terms Of Use, Data Access and Retention Policy and Privacy & Cookies. All conference and registration data is captured and stored in the US." A "Register" button is highlighted with a red box.

Your account has been registered. An **activation link** will be sent to your registered email address.

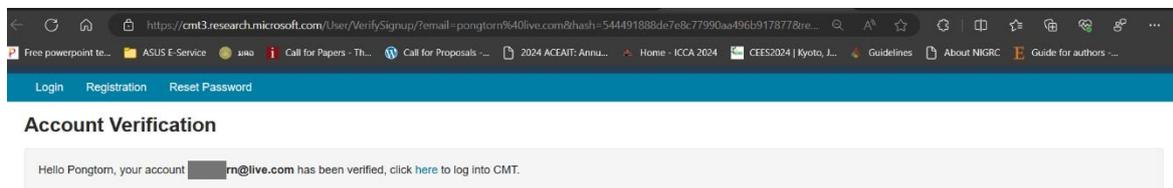
The screenshot shows the "Welcome to CMT!" page. It features a navigation bar with "Login", "Registration", and "Reset Password" options. A message states: "Your account has been registered, please verify it by clicking the activation link that has been sent to this email address." Below this, there is a section titled "If you do not receive the activation link" with a list of five possible reasons for the problem: 1. You typed in an incorrect email address. 2. Slow mail processing at your email server. 3. Your mailbox has exceeded quota. 4. Spam filters configured at your mailbox or email server have marked the email as spam. 5. There are connection issue with your email server. At the bottom, there is a footer with the text: "© 2024 Microsoft Corporation [About CMT](#) | [Docs](#) | [Terms of Use](#) | [Privacy & Cookies](#) | [Request Free Site](#)".

To activate your account, check your email inbox (including junk/spam) for the message from Microsoft CMT.

☐ Click on **Activation link**.



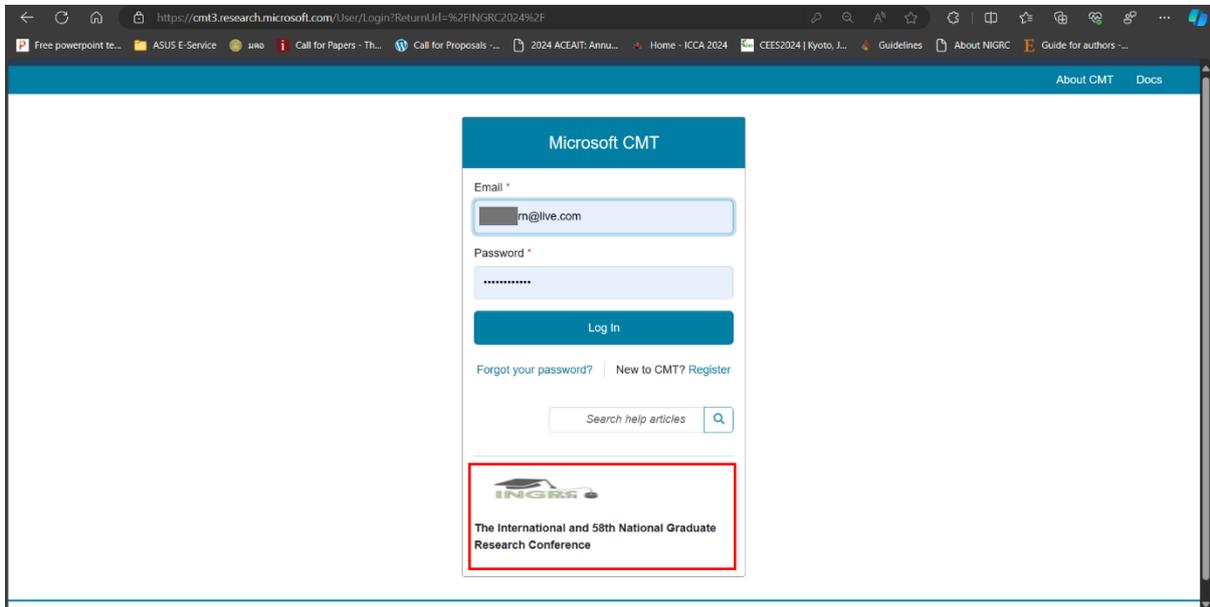
Your account has been verified.



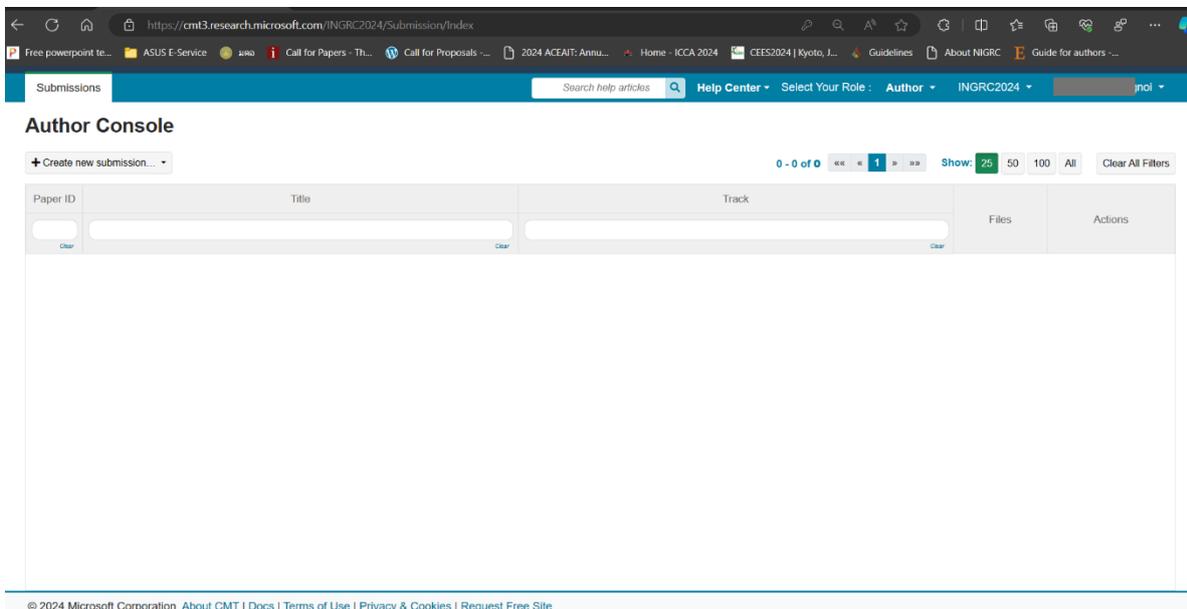
Submission

Visit the INGRC2024 website. Then, on the website, click on **Submission** to navigate to Microsoft CMT login again. Observe at INGRC2024 logo and conference name.

Login with **username** and **password**

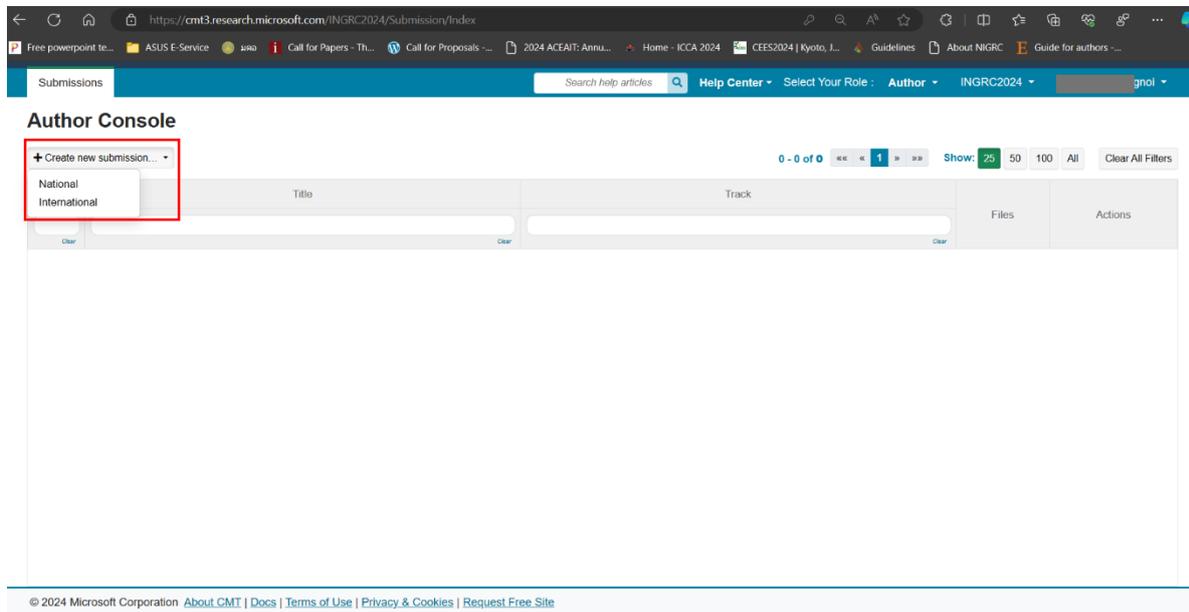


Users will see the **Author Console** page.

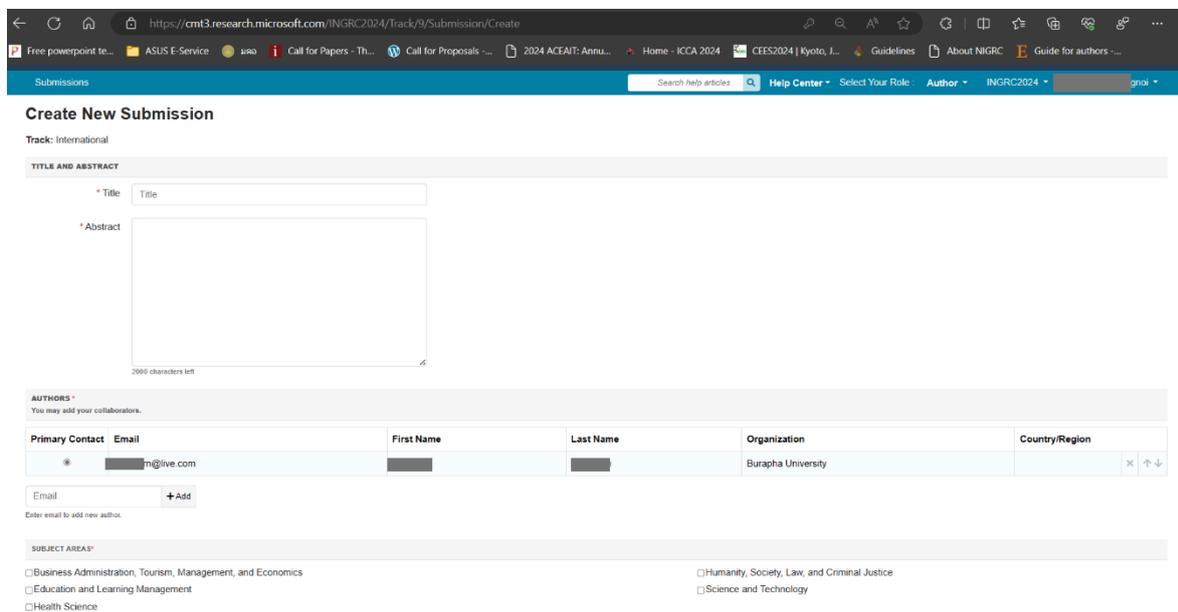


Click on **Create new submission...**

Select the **Conference Category** (National or International Conference).



Then the **Create New Submission** page will appear. Fill out the article information (required fields are marked with an (*) asterisk).



- Upload the article and/or supplementary files.
- Click on **Submit**

2000 characters left

AUTHORS*
You may add your collaborators.

Primary Contact	Email	First Name	Last Name	Organization	Country/Region
*	...@live.com			Burapha University	

Email + Add

Enter email to add new author.

SUBJECT AREAS*

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 Education and Learning Management
 Health Science
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If your article has any conflicts of interest, please provide the information.

- Then click on **Done**.

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Edit Conflicts of Interest

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0 - 0 of 0 1 Show: 25 50 100 All Clear All Filters

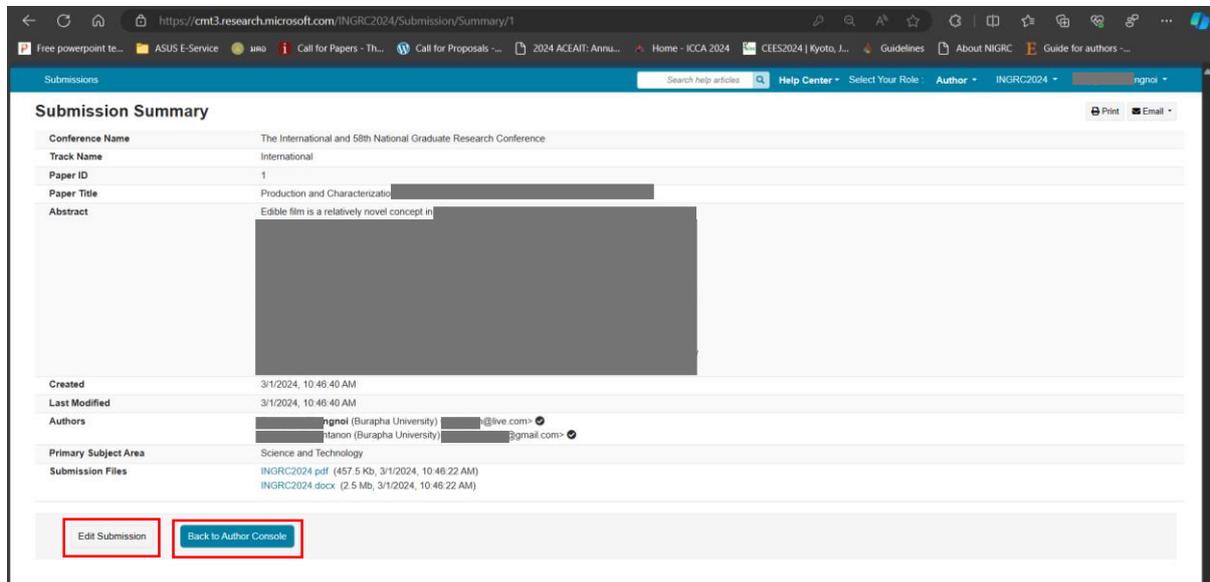
First Name	Last Name	Organization	Selected Conflicts	Conflicts	Edit
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		

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Done

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The **Submission Summary** page will display the information for your submission. Please review the details carefully. If there are any errors, click **Edit Submission** to make corrections. Once all the information is accurate, click **Back to Author Console**.



Your submitted article will now appear in your **Author Console**. The submission process is complete, and your article awaits review.

