

SUBMIT A WORK (step-by-step guide)

- 1) Access the link : (<https://automacaodeeventos.com.br/wcpe2016/sis/inscricao/index.asp>), in AM ALREADY REGISTERED enter your access data, the same informed on the registration form E-MAIL and PASSWORD :

I am not Registered

New Registration

I am already registered

- E-mail
- Password

Enter **I forgot my password**

+55 (11) 3814-2892
2wcpe@fafe.org.br

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- 2) Accessing the reserved area , you will have several options but to submit your paper click on WORK SUBMISSION:

Rodinei de Jesus Main Menu Logoff

Registration Information

No. of control	00089		
Name	Rodinei de Jesus		
Last accessed	04/03/16 11:03:57	Status	UNPAID

Registration Update Messages Payments Submission of papers Acquisition of courses

3) You will be directed to the list of papers, in this screen you can view the work. You can submit or edit them if it is incomplete as sending the column options. To send a paper click SUBMIT WORK:

4) By clicking in SUBMIT WORK you will be directed to step 1 of the submission, which is necessary to inform the area, form of presentation , title and keywords, and then click NEXT:

Area Registration / Title / Presentation form and Keywords

✦ **Area:**

✦ **Suggestion for presentation:**

Oral Presentation
 Poster Presentation
 Workshops
 Symposia

✦ **Title(Maximum 250 characters):**

Characters counting:

Keywords (up to 5 words. Max - 40 characters each) Sort Alphabetically

✦ **First**

✦ **Second**

✦ **Third**

🟢 **Fourth**

🟢 **Fifth**

Next

5) In step 2 you must register the institutions in your paper are submitting , you can edit if you already have some registered. After registering all click NEXT:

Registration Institutions (Step 2 of 5)

Institution(s) of author(s)

List the institution (s) of author (s) and address of each one. The address will be published on CD-ROM (if the abstract is accepted), the padding is mandatory for the 1st (or only) author. Use, if possible, PO Box and / or abbreviations in the address. The registered institutions will appear in the list MAINTENANCE OF INSTITUTIONS INCLUDED.

Institution Data

- Institution (maximum 60 characters)
- Acronym of the institution (maximum 20 characters)
- Address (maximum 80 characters)

Save

MAINTENANCE OF INSTITUTIONS INCLUDED.

You must use the options in column "Options" to change and exclude (s) institution (s) registered (s) in the bath data.

After completing the registration of all institutions, click "NEXT" to proceed to the next step of the submission

ID	Institution	Acronym	Address	
ID	Institution	Acronym	Address	+

any institution registered

Back **Next**

6) In step 3 you must register the authors of the paper, it is mandatory to inform who is the host of the paper, after registering all , click NEXT:

Data(s) author(s)

- Name + Last name (maximum 60 characters)
- Scientific name
- E-mail (maximum 60 characters)
- Phone number
- Ordering authors -->

Institutions (check below all the institutions of the author)

- First
- Second
- Third
- Fourth
- Presenter
- Type Author Co-Author

Save

MAINTENANCE REGISTERED AUTHORS

You must use the options in column "Options" to change and delete the author (s) (s) of the database.

Presenter / author	e-mail	1º Inst.	Order	Presentation	
Presenter / author	e-mail	1º Inst.	Order	Presentation	+

No institution registered
After entering all authors, including yourself, you should click on "NEXT" to continue

Back **Next**

9) There, your paper has been successfully completed and is now available for evaluation commission of the event, click RETURN TO WORK LIST to return to the beginning and see the list of papers submitted by you:

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Confirmation

Thank you for your contribution. Your data and text of your abstract has been successfully sent to our database. The abstract will be assessed TECHNICAL-SCIENTIFIC EVENT. After evaluation by the Commission abstract accepted and not accepted will be available on this site.

[Return to List of abstract](#)

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São Paulo - Brazil - July 10-15 2016

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ABSTRACT SUBMISSION

Send Abstract

Make sure you have all the necessary information to submit your abstract (s).

Maintenance

Click column - Options -Click column - Options - to change or delete the data (including authors) of An existing abstract.

If the status of your abstract is set to 'NOT CONFIRMED' you must return to the last step of sending and click 'FINALIZE SUBMISSION'. only after this, your abstract will be ready to be accessed by the congress scientific committee.

ID	Title	Area	Situation	Options
00001	123	ICT and Multi-Media in Physics Education	Sending complete abstract	
ID	Title	Area	Situation	Options