Dear NTREM participants,

The on-line registration is now open for uploading of ABSTRACTS. Please note, that main author will be automatically registered as participant and therefore does not need to register as participant.

To register your contribution please follow these steps:

- 1. Go to paper administration: <u>http://ntrem.com/registration/edit\_paper.cgi</u>
- 2. Click the link at the top of the page titled: New paper registration



3. Fill in all the necessary information including author names, institution details, billing information of your institution, contact. The main author (with ticked radio button in front of his/her name) will be automatically copied to attending participants.

Cor	ference p	aper regist	ration	(step 1/3)			mandatory fiel			
	Paper title:1	Synthesis and	thermal p	properties of HMX (Or	ly first letter and abbreviation	n is capitalized)				
	uthors:	First name <sup>2</sup>	von	<sup>3</sup> Last name (surname)	Email	Affilia	ation <sup>4</sup>	Ph.D. ye		
	6 🔘	Jiri P.		Pachman	pachman@ntrem.com	1		10 and m		
	0	John	-	Brown	brown@somebigschoo	l.edu 2		5-10		
		More Less								
	Affiliations:	More Less								
(1)	Organization:	Czech Republ	ic//Pardul	bice/University of Pare	lubice					
	Country:	select country	- 0	ther:		Stat	te:			
	Institute:7			,		Cit	ty:			
(2)	Organization:	other								
	Country:	other	<b>v</b> 0	ther: Spain		Stat	te:			
	Institute:7	Big University	(do not in	clude faculties, colleg	es, departments)	Cit	ty: Mad	Irid		
P	referred type: Billing info.:	oral presenta	tion 💌	ersity of Pardubice						
		Address: Stude	entska 95,	Pardubice, 53210			VAT ID	CZ00216		
	Lacc person: <sup>9</sup> I declare that it I further decla Under the Gen following: "I co purposes of ke any third partie	rearne: pirr Pac he research ar re that the appr eral Data Prote onsent to the or eping me in too es, and I have t	ticle subm roval for it ction Regi ganisers l uch with N he right to	iitted herein has not t is submission has bee ulation (GDPR 2018) t holding my name and ITREM and to invite m o "opt-out" at any tim	ernai: pactimang/httem. een published, in its entirety in given and local processes l y giving us your contact deta e-mail address which will or le to participate in events and a or to request a copy of my	, at previous confe nave been followe ils you are deeme ily be used to cont d activities. It will i data."	erences ed. ed to ag tact me not be s	or in jourr ree to the for the shared with		
_	Submit				request a copy of my	'				
No Plea	tes: se, fill in carefu	lly, this informat	ion wil be Do not en	used for a proceeding d the title by period. I	i content generation. Example: "Measurement of jet	pressure of linear	shaped	charge".		
2 W	rite full first n	ame, e.g. "Mar	in". The s	econd first name can	be abbreviated and ended by	dot, e.g. "Donald I	E.".			
<sup>3</sup> If	your name lool	is like "Joseph d	e la Vallee	" or "Luc von Schnide	", fill the "de la" or the "von"	to the field <b>von</b> fo	or a corr	ect author		
Inde 4 Ch	ix sorting.	number(s) robt	ed to the	affliation list (the mid-	the part of the form with value	w background)	a for a	nerson		
wor	king at the firs e "1,3".	filled in affiliatio	n, write "	annacion isc (trie Mid 1". For a person worki	ng at the first filled in affiliation	AND simultaneous	g, ror a sly at th	e third one		
5 Se	lect how many	years since you	i have finis	shed Ph.D.						
6 04	ock nanor's re	nosibility author	He/she	will be emphasized in t	he conference programme list					

Please make sure this is correct, if in doubt, read the Notes at the bottom of the page.

- 4. Click the two check boxes:
  - a) declaration that the paper is not a copy of already published material
  - b) GDPR agreement stating that we can work with your personal information within the scope of NTREM, this is required by our law



- 5. Click Submit
- 6. A window summarizing the information you want to submit will appear



Check the information and if it is correct, click next. If it is not correct, click Back and correct it.

7. The confirmation window will appear and automatically generated e-mail with login and password will be sent to the address of the contact person

NEW TRENDS IN RESEARCH OF ENERGETIC MATERIAL	S
Conference paper registration (step 3/3)	
Check your email to complete registration.	
Thank you for your registration.	
NTREM Home	

As the e-mail is automatically generated, it may end up in your spam folder. Check for e-mail with subject: "NTREM 2025 Paper Registration: confirmation"

Your contribution will appear in the list of submitted papers with "Pending" status - red dot.



8. The e-mail contains login and password information that you will need for abstract and fulltext upload. An example is below:

Od NTREM Seminar 😭
Předmět NTREM 2019 Paper Registration: confirmation
Komu pachman@ntrem.com 😭
Kopie pachman@ntrem.com 😭
Title: Synthesis and thermal properties of HMX (Only first letter and abbreviation is capitalized)
To complete the registration, please click on the following link: <pre>http://ntrem.com/registration/edit paper.cgi?e=pachman@ntrem.com&amp;t=sulabe4qifo</pre>
After you click the link above you will be able to edit your data and upload the paper. Use the "Paper Administration" <u>http://ntrem.com/registration/edit paper ti</u> page for this purpose. Login: <u>pachman@ntrem.com</u> Password: sulabe4qifo
Please, save this email for further reference.
This email was sent to you, because someone tried to register a conference paper to the NTREM conference and provided Your email address as an email address of the contact person.
Please, ignore this mail if you did not provide the data and do not want to register.
NTREM organizing committee

- 9. Click on the link provided to confirm the registration.
- 10. The status of your contribution will automatically change to "Registered" orange dot.



11. Then use your login and password at Paper administration page:

upload, edit, and register the paper)
n (given during the registration).

## to access your NTREM account:

NEW TRENDS IN RESEARCH OF ENERGETIC MATERIALS
Registration details
'our conference paper details were confirmed, thank you.
Paper details
Pegerette: Synthesis and thermal properties of MRX (Only first letter and abbreviation is capitalised) Autor: JM P. Pachman, pachman@strem.com, PK.D. 10 and more (1) John Brown, Brown@stremsRepriscol.edu, P.D.D. 51 (0) (2) Althuse: (1) University of Particulose, Particulose, Cache Republic (2) Big University (do not ruckies, Caches, colleges, departments), Madrid, Span Repunder keyword; keyword; keyword; were Case Paulend eper coll presentation Keywordes: JR Forma (emel pachman@strem.com) Edet
produ
Behaland           Perf <sup>2</sup> X was not upbaded yet           door, add           Paper <sup>2</sup> X was not upbaded yet           adf           Paper <sup>2</sup> X was not upbaded yet           adf           adf           Paper <sup>2</sup> X was not upbaded yet
Logout
Note:   Write (or parts) just text of abstract - do not repeat the title or the authors. Do not type uppercase letters only. Use about 300 words. 400 R a maximum.
To write superscript or subscript use 10 <up>3</up> (10 <sup>9</sup> ) or A <ub>2 (A<sub>2</sub>) respectably. <sup>2</sup> Upload. doc. docs (Microsoft Word) or .odt (OpenOffice.org Write) Ne. In an exceptional situation use .do Ne. Use and follow the templates</ub>

12. Type or ctrl+C/ctrl+V your abstract to the pink window. Do not include word Abstract, do not include keywords, avoid special characters. After abstract deadline you will NOT be able to change the abstract or information about authors, institutions etc.!

13. After the submission deadline, the abstract will turn grey and will NOT be accessible and the edit button allowing you to change order of authors, institution details, keywords and other info from registration will disappear:



14. You will only be able to click preview and see the form that will be used in booklet of abstracts:



Title, names, institutions and keywords are automatically taken from the information provided during registration.

15. The status of your contribution will automatically be changed to "Submitted" yellow dot when we lock the database after the abstract submission deadline.



16. After review by Scientific committee the status will be manually changed by organizers to either Rejected or Accepted. In case that there will be too many requests for oral presentations the organizers reserve the right **to change the form of your contribution from Oral to Poster**. You will be notified about this at the point of acceptance by e-mail. The form of your presentation will also be shown in the last column of the list of conference papers.



17. Once accepted you will be expected to upload the paper. You will be able to modify your paper until paper submission deadline (end of January).

Various versions and language mutations of MS Word make it difficult to keep the format of all papers the same. We therefore require authors to submit MS Word docx and pdf files. If we have to re-format the paper we try to follow the pdf prepared by the author.



Please do not upload pdf and docx files containing only abstract.

18. Once the files are uploaded, you will see the following green tick:



After successful upload of your paper your status will automatically change to "Completed" – blue dot. You will still be able to do changes in your contribution until paper submission deadline.

NEW TRENDS IN RESEARCH OF ENERGETIC MATERIALS
List of conference papers
Check the state of your paper. If it is <i>missing</i> here, <u>realster it</u> . If it is <i>permutation email</i> in the contact person's mailing box and reply it back.
Pending     Registered     Submitted     Rejected     Accepted     Completed     Confirmed
Author(s) Title Type

19. After the deadline for full texts, we will start to manually check the papers and the status of the payment.

The papers with checked formatting and paid registration will be manually confirmed and will appear with the "Confirmed" status – magenta dot on the web.

