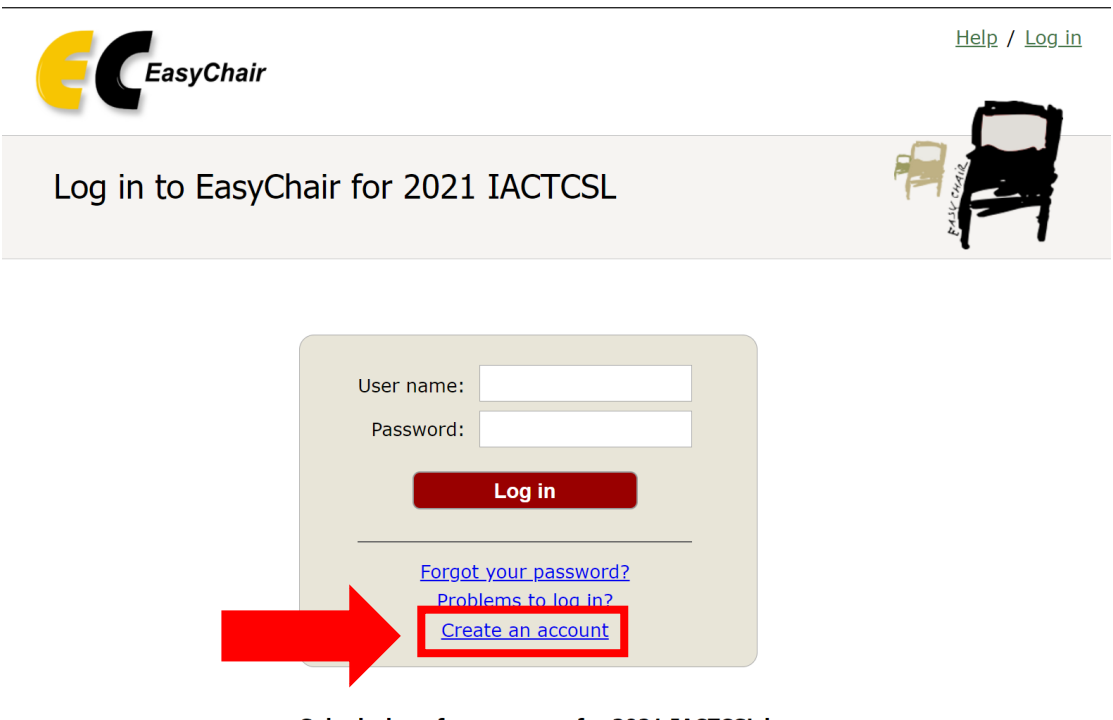
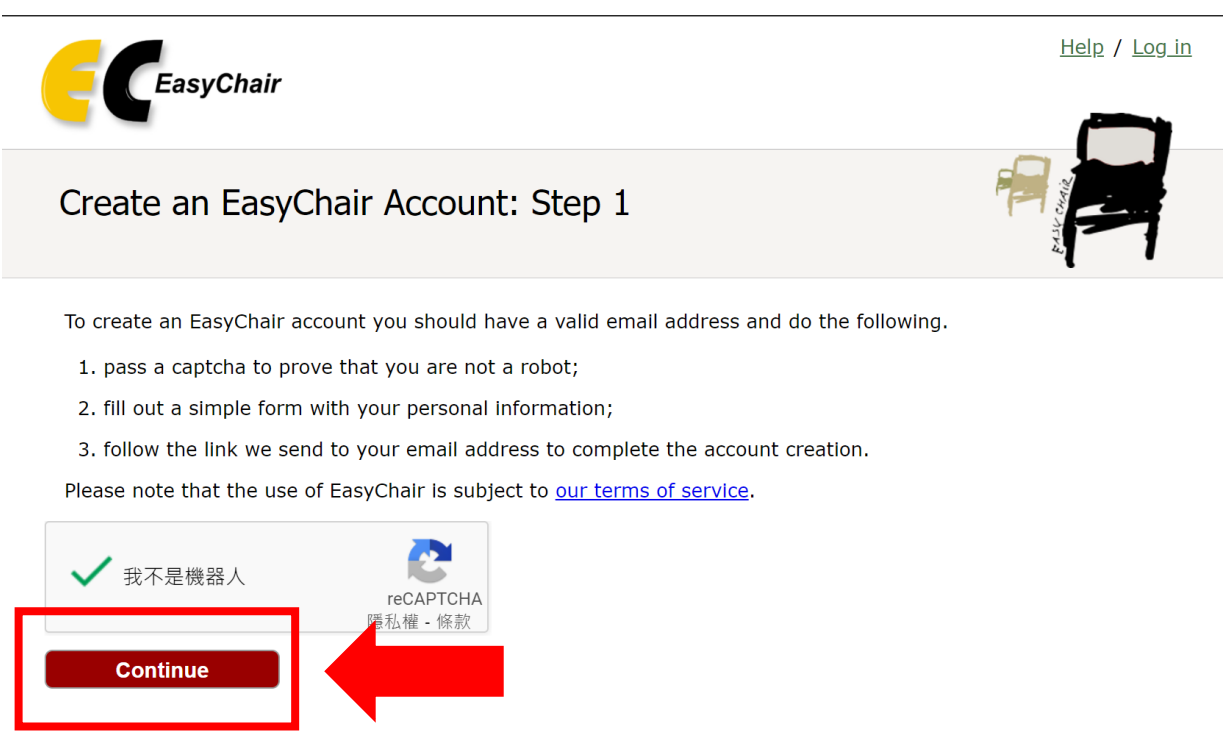


# 2021 台灣華語文教學年會暨國際學術研討會

## Easy Chair 投稿系統使用指引

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# 一、註冊新帳號

步驟	說明
一	<p>第一次使用者，請至 <a href="https://easychair.org/conferences/?conf=2021iactcsl">https://easychair.org/conferences/?conf=2021iactcsl</a> 註冊新帳號。</p>  <p>Submission of new papers for 2021 IACTCSL is open.</p>
二	<p>EasyChair 會要求您認證，輸入完請按「Continue」</p>  <p>To create an EasyChair account you should have a valid email address and do the following.</p> <ol style="list-style-type: none"><li>1. pass a captcha to prove that you are not a robot;</li><li>2. fill out a simple form with your personal information;</li><li>3. follow the link we send to your email address to complete the account creation.</li></ol> <p>Please note that the use of EasyChair is subject to <a href="#">our terms of service</a>.</p>

請填入聯絡人的 中文姓、中文名 及 Email



[Help](#) / [Log in](#)

## Create an EasyChair Account: Step 2



Please fill out the following form. The required fields are marked by \*.

Note that **the most common reason for failing to create an account is an incorrect email address** so please type your email address correctly.

三

First name<sup>†</sup>: \*

Last name: \*

Email: \*

Retype email address: \*

[Continue](#)

姓名請填寫中文

<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, [read the Help article about names](#).

You may also be interested about [our policy for using personal information](#).

前往您的信箱點選驗證連結

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### EasyChair account confirmation ▶ 收件匣 x



**EasyChair** <noreply@easychair.org>

寄給我 ▾

Dear Redy Lin,

We received a request to create an EasyChair account for you. To create an EasyChair account, please click on this link:

<https://easychair.org/account/create?code=QnAvpmxUR1ZguJi8fJ0P>

請點連結驗證

Please note that this link is only valid for one week. After one week you will have to apply for an account again.

Please be aware that this is an unmonitored email alias, so please do not reply to this email.

To contact EasyChair use the EasyChair contact Web page <https://easychair.org/contact>

接著輸入您的基本資料。姓、名及學校請填寫 **中文**。

請注意，**User name** 只能填寫 **英文**，否則會造成無法順利投稿。



## Create an EasyChair Account: Last Step

Hello Redy Lin! To complete the creation of your account please fill out the following form. You should create the account within 30 minutes, otherwise you will have to fill out this form from scratch.

To use EasyChair, you must agree to its Terms of Service ([view terms](#)), ([download terms](#)).

I agree to EasyChair Terms of Service

Enter your personal data.

First name<sup>†</sup>: \*

Last name: \*

Organization: \*

Country/region: \*



The Web page is used to provide a link to it on some EasyChair pages, for example when you are mentioned as an author in a published conference program. It is optional. Please do not use the Web page of your organization here: if you fill this out, it should only be your personal Web page.

Your personal Web page

Enter your account information. Note that user names are case-insensitive

User name: \*

Password: \*

Retype the password: \*

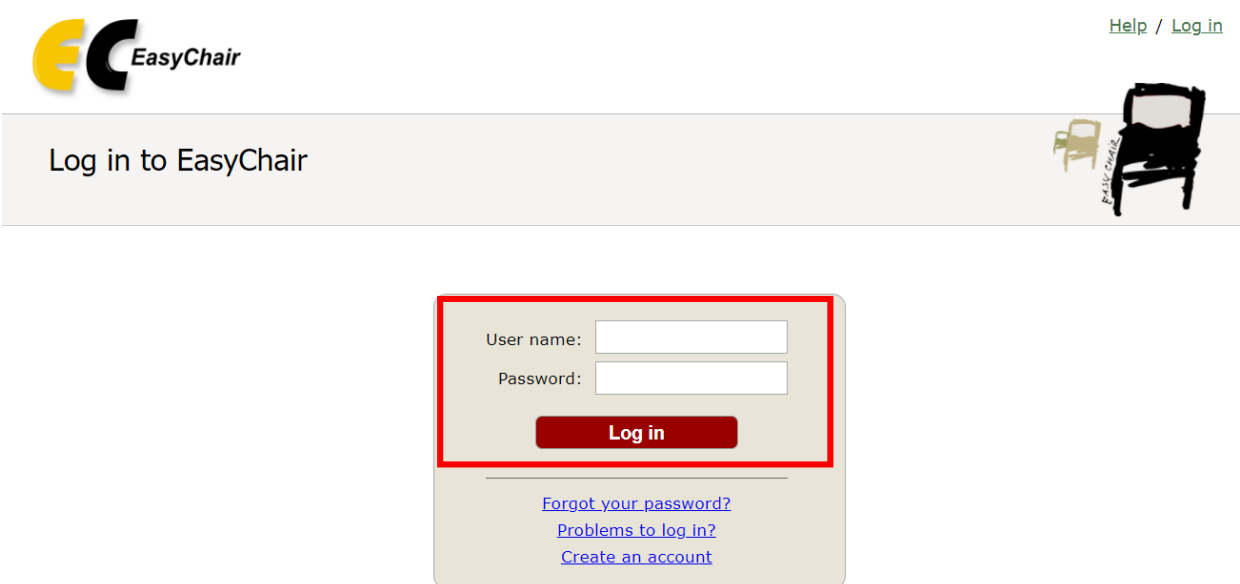

Create my account

請填寫中文

請填寫英文

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## 2. 投稿

步驟	說明
一	<p>登入 <a href="https://easychair.org/conferences/?conf=2021iactcs">https://easychair.org/conferences/?conf=2021iactcs</a></p>  <p>The screenshot shows the EasyChair website's login interface. At the top left is the EasyChair logo. To the right, there are links for 'Help / Log in'. Below this is a grey banner with the text 'Log in to EasyChair' and an illustration of a chair. The main content area features a login form with two input fields: 'User name:' and 'Password:'. A red box highlights these fields and the 'Log in' button below them. Underneath the form are three blue links: 'Forgot your password?', 'Problems to log in?', and 'Create an account'.</p>
二	<p>進入投稿系統，點選"make a new submission"</p>  <p>The screenshot shows the user dashboard on EasyChair. At the top left is the 'My EasyChair' logo. To the right is a banner for 'EasyChair <math>\pi</math>reprints' and a 'Help / Log out' link. Below this is a navigation menu with tabs for 'Conferences', 'CFP', 'VCS', 'Preprints', 'Slides', and 'EasyChair'. The main content area displays the conference title '2021 IACTCSL (2021 International Annual Conference of Teaching Chinese as a Second Language)'. Below the title, it states 'You are logged in to 2021 IACTCSL (2021 International Annual Conference of Teaching Chinese as a Second Language). Use the links below to access 2021 IACTCSL.' At the bottom, under the 'Author' section, there is a red box around the link 'make a new submission', with a large red arrow pointing to it from the right.</p>

## 填入作者資訊，並標示主要聯絡人 (Corresponding author)

### New Submission for 2021 IACTCSL

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by \*.

#### Author Information

For each author please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for not corresponding authors. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.

#### Author 1 (click here to add yourself)

First name<sup>†</sup>: \*

Last name: \*

Email: \*

Country/region: \*

Organization: \*

Web page:

corresponding author

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填入您的論文名稱、摘要及關鍵字

## Title and Abstract

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

Title: \*

Abstract: \*

## 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: \*   
\*一組關鍵字獨立一行  
\*至少三組關鍵字

## 上傳您的研討會論文全文 (\*.PDF 檔)

### Files

The following part of the submission form was added by 2021 IACTCSL. It has neither been checked nor endorsed by EasyChair

**Paper.** Upload your paper. The paper must be in PDF format (file extension .pdf)

未選擇任何檔案

### Ready?

If you filled out the form, press the 'Submit' button below. **Do not press the button twice: uploading may take time!**

五

六	投稿完成後，即可看見您的【投稿順序】
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### 3. 修改資訊

欲修改內容或資訊，請點選您的論文編號，即可在畫面的右上邊看見修改選項。