

Guidelines to register and submit a paper on the SAIMM online conference papers system

Logon using the URL below to create an account

<https://ocs.saimmevents.co.za/>

Go to account in the navigation bar on the top of the page



SAIMM
THE SOUTHERN AFRICAN INSTITUTE
OF MINING AND METALLURGY

HOME ABOUT LOG IN **ACCOUNT** SEARCH

Home > Southern African Institute of Mining and Metallurgy

Southern African Institute of Mining and Metallurgy

OPEN CONFERENCE SYSTEMS

Conference Help

USER

Username

Password

☐ Remember me

Select the desired conference

Fill in your profile form to create an account with the selected conference

Account

Fill in this form to create an account with this conference.

[Click here](#) if you already have an account with this or another conference on this site.

Profile

Username*
The username must contain only lowercase letters, numbers, and hyphens/underscores.

Password*
The password must be at least 6 characters.

Repeat password*

Salutation

First name*

Middle name

Last name*

Initials

Gender

Affiliation*

Signature

Important Note: At the end of the page click the following:

- **Send me a confirmation email including my username and password**
- **Author: Able to submit items to the conference**

Once complete click Create

Confirmation

Create account as

☒ Send me a confirmation email including my username and password

☐ Reader: Notified by email on publication of presentations.

☒ Author: Able to submit items to the conference.

☐ Reviewer: Willing to conduct peer review of submissions to the conference. Identify reviewing interests (substantive areas and research methods).

Create Cancel

Once you click Create you will automatically be signed into your account

You are now able to submit a paper

Step 1. Starting the Submission

Submission checklist – Tick relevant tick boxes, if the author wishes to make any comments regarding the paper these can be made in the Comments for Conference Director. Once this is done save and continue

Step 2. Uploading the Submission

To upload a paper to this conference, complete the following steps.

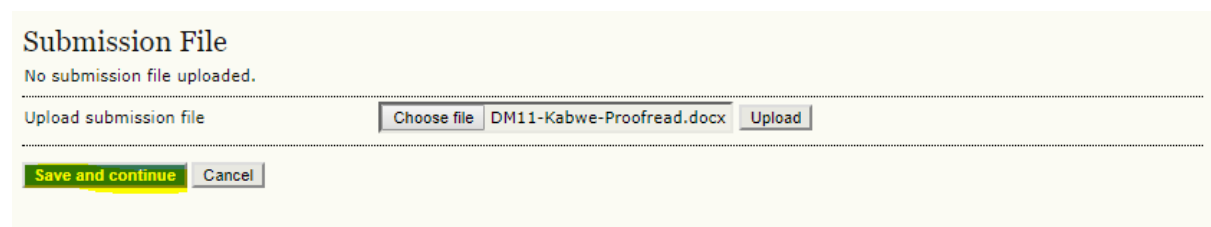
On the submission file page, Choose File which opens a Choose File window for locating the file on the hard drive of your computer.

Locate the file you wish to submit and highlight it.

Click Open on the Choose File window, which places the name of the file on this page.

Click Upload on this page, which uploads the file from the computer to the conference's web site and renames it following the conference's conventions.

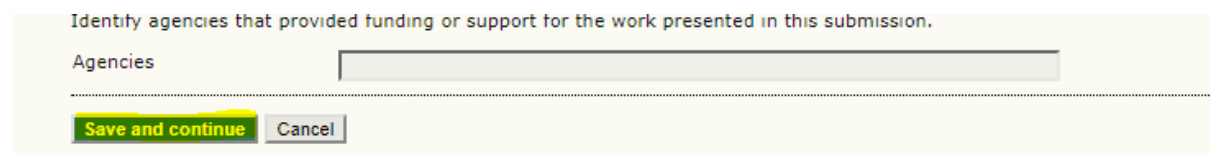
Once the submission is uploaded, click Save and Continue at the bottom of this page.



The screenshot shows a web form titled "Submission File". Below the title, it says "No submission file uploaded." There is a horizontal line. Below the line, on the left, is the text "Upload submission file". To the right of this text is a button labeled "Choose file". Next to the "Choose file" button, the filename "DM11-Kabwe-Proofread.docx" is displayed. To the right of the filename is a button labeled "Upload". Below this row is another horizontal line. At the bottom of the form, there are two buttons: "Save and continue" (highlighted in green) and "Cancel".

Step 3. Entering the Submission's Metadata

Here you can add authors and their details as well as the title of the paper and abstract. Save and continue.



The screenshot shows a web form with the instruction "Identify agencies that provided funding or support for the work presented in this submission." Below this instruction is a text input field labeled "Agencies". Below the input field is a horizontal line. At the bottom of the form, there are two buttons: "Save and continue" (highlighted in green) and "Cancel".

Step 4. Confirming the Submission

To submit your manuscript click Finish Submission. The submission's principal contact will receive an acknowledgement by email and will be able to view the submission's progress through the editorial process by logging in to the conference web site. Thank you for your interest in publishing with SAIMM.

1. START 2. UPLOAD SUBMISSION 3. ENTER METADATA 4. **CONFIRMATION**

To submit your manuscript to IMPC 2020 click Finish Submission. The submission's principal contact will receive an acknowledgement by email and will be able to view the submission's progress through the editorial process by logging in to the conference web site. Thank you for your interest in publishing with IMPC 2020.

File Summary

ID	ORIGINAL FILE NAME	TYPE	FILE SIZE	DATE UPLOADED
18	DM11-KARWE.DOCX	Submission File	2MB	10-04

Finish Submission