

# Brief guide for authors

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## 5. Upload full paper

After the abstract is accepted, the authors can prepare the full paper. Please strictly follow the format of full paper template to finish the full paper and submit it in PDF version through "Easy Chair" system (<https://easychair.org/conferences?conf=icept2026>). Note that full paper template can be downloaded from both EasyChair and conference website (<https://cn.icept.org/pro.aspx?nid=3>). Accepted papers are limited to six (6) pages. Please consult the website for further updates about the conference.

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Submissio... **Templates** Help Conference ↗ News EasyChair

### Submission Templates for Authors

This conference has submission templates for authors uploaded by the conference organizers.  
These template files are shown in the following table. Click on the download icon to download a file.

Title	Description	File name	download
Abstract Template	The abstract should be approx. 500 words and contains a clear statement of the background, methodology, results, conclusions, and important references of the work. All abstracts and papers must be in English and should be submitted through online submission system (EasyChair). This file should be submitted in pdf format through online submission system. The deadline for abstract submission is 20 March 2026.	ICEPT 2026 Abstract Template.docx	
Manuscript Template	Please strictly follow the format of full paper template to finish the full paper and submit it in PDF version through "Easy Chair" system ( <a href="https://easychair.org/conferences/?conf=icept2026">https://easychair.org/conferences/?conf=icept2026</a> ) before May 20, 2026. Note that full paper template can be downloaded from conference website. Accepted papers are limited to six (6) pages.	ICEPT 2026 Manuscript Template.doc	

To upload your full paper, please "update" your submission in the system. **Please do not create a new submission.**

**Step 1** Log in to the system <https://easychair.org/conferences?conf=icept2026>

**Step 2** Click on "my submissions" and select one of your submissions.

On the page of your submission, you can check the review comments of your abstract at the bottom, which could be helpful when preparing your full paper.

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**Reviews**

Overall Evaluation
Review 1

### Step 3 Click on "Add or update files"

The screenshot shows the top navigation bar with tabs for Submission 160, Templates, Help, Conference, News, and EasyChair. The main header displays 'ICEPT 2026 (author)' and a 'User guide / Log out' link. Below the header, a sidebar on the right contains links for 'Update information', 'Update authors', 'Add files' (highlighted with a red box), and 'Withdraw'. The main content area includes instructions on how to change submission information and a link to contact organizers.

Title	
Abstract	
Manuscript	
Track	
Author keywords	

### Step 4 Upload your full paper file

The screenshot shows the 'Update Files for' page. It features a navigation bar with 'Submission 160', 'Templates', 'Help', 'Conference', 'News', and 'EasyChair'. The main heading is 'Update Files for'. Below the heading, there is a note about using submission templates. The 'Manuscript' upload section is highlighted with a red box, showing the instruction to upload a PDF file and the 'Submit' button.

**Abstract.** Upload your abstract paper. The paper must be in PDF format (file extension .pdf) ⓘ  
选取文件 未选择文件

**Manuscript.** Upload your full paper. The paper must be in PDF format(file extension. pdf) ⓘ  
选取文件 未选择文件

**Submit**

More detailed guide to use the EasyChair website can be found via the "Help" button on the upper of the page.