

9th INFORMS Transportation Science and Logistics Society Workshop (Virtual)
E-Commerce in an Emerging World (December 13-15, 2021) at the Indian Institute of Management Ahmedabad

INSTRUCTIONS FOR ABSTRACT SUBMISSION VIA EASYCHAIR

The abstract submission for **TSL2021 Workshop** is being managed through a web-based conference management system ‘EasyChair’. The authors can submit, update, and withdraw their abstracts through this system before the prescribed deadline for abstract submission. This document is intended to assist authors in the abstract submission process.

1 Login to EasyChair Account / Set up an account as an Author

If you already have an EasyChair account from another conference, you can use that account to submit a paper to TSL2021 Workshop.

Go to <https://easychair.org/conferences/?conf=tsl2021iima> You will then be automatically directed to the page shown in Figure 1.



Log in to EasyChair for TSL2021

User name:	<input type="text"/>
Password:	<input type="password"/>
<input type="button" value="Log in"/>	
Forgot your password?	
Problems to log in?	
Create an account	

Submission of new papers for TSL2021 is open.

Figure 1: Enter information to Log in

In case you have not used EasyChair Conference System earlier, you need to first create an account (username and password) as an author in EasyChair. You may please follow the same link <https://easychair.org/conferences/?conf=tsl2021iima> and click on “Create an account” provided below as shown in Figure 2.

Log in to EasyChair for TSL2021

User name:

Password:

[Log in](#)

[Forgot your password?](#)

[Problems to log in?](#)

[Create an account](#)

Submission of new papers for TSL2021 is open.

Fig 2 Click on Create an account

You will then be automatically directed to the page shown in Figure 3.

Create an EasyChair Account: Step 1



To create an EasyChair account you should have a valid email address and do the following.

1. pass a captcha to prove that you are not a robot;
2. fill out a simple form with your personal information;
3. follow the link we send to your email address to complete the account creation.

Please note that the use of EasyChair is subject to [our terms of service](#).

I'm not a robot

 reCAPTCHA
[Privacy](#) - [Terms](#)

[Continue](#)

Fig 3 Step 1 of Account Creation

Tick in the box provided and press continue. Then, follow the on-screen instructions and complete the form (as shown in Figure 4), and click on “Continue.”

The screenshot shows the 'Create an EasyChair Account: Step 2' page. At the top left is the EasyChair logo, and at the top right are links for 'Help / Log In'. Below the header, there is a note: 'Please fill out the following form. The required fields are marked by *.' and 'Note that the most common reason for failing to create an account is an incorrect email address so please type your email address correctly.' The form itself is a light blue box containing four input fields: 'First name*', 'Last name*', 'Email:', and 'Retype email address:'. A red 'Continue' button is positioned below the 'Retype email address' field. At the bottom of the form box, there is a footnote: '* 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.' and a link: 'You may also be interested about our policy for using personal information.'

Fig. 4 Step 2 of Account Creation. Fill in the details

After registering, you will receive an email similar to the one in Figure 5. Use the link provided in the email to continue the account registration process.

Sub: EasyChair account confirmation

EasyChair <noreply@easychair.org>
to me

Dear User Name,

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

Here the link address will be provided.

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

Fig 5: Format of EasyChair Account Confirmation Email.

Fill out all the required information (as shown in Figure 6) and click the “Create my account” button to finalize the account registration process.

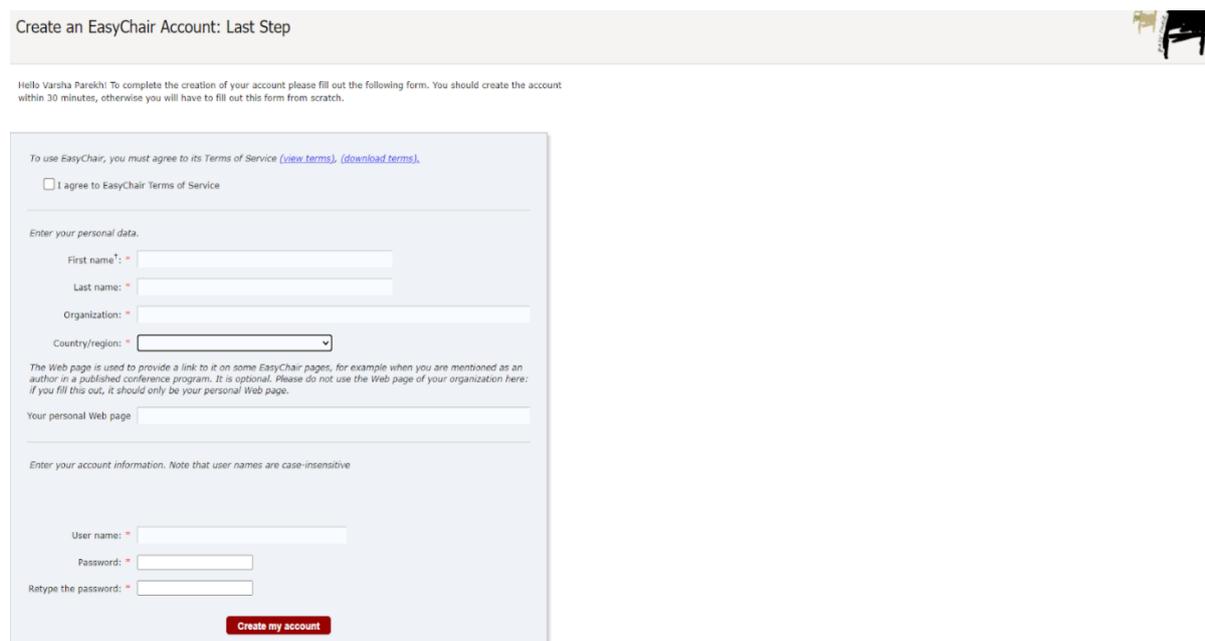


Fig 6: Last Step of creating an account

Once the form is filled in, your account is created, and you will get a confirmation message as shown in Figure 7 below.



Fig. 7 Confirmation of Account Creation

2. Submit your Abstract:

There is no paper submission.

1. One needs to submit 1000 words abstract first
2. After selection of the abstract, one needs to submit a presentation and a video.

The final presentation and video submission at TSL2021 will be based on the **detailed abstracts** of about **1000** words. Abstracts must include a clear indication of the purpose of research, methodology, major results, implications, and key references.

Abstracts will be blind reviewed and only those abstracts approved by the reviewers will be selected. Acceptance of the abstract implies that at least one of the authors will attend the conference and make the presentation and video submission.

Abstract can be submitted here: <https://easychair.org/conferences/?conf=tsl2021iima>

Sign in with the username and password you provided. TSL2021 Abstract Submission Page will appear as shown in Figure 8 below. Click on “Make a New Submission” from menu to upload your abstract.

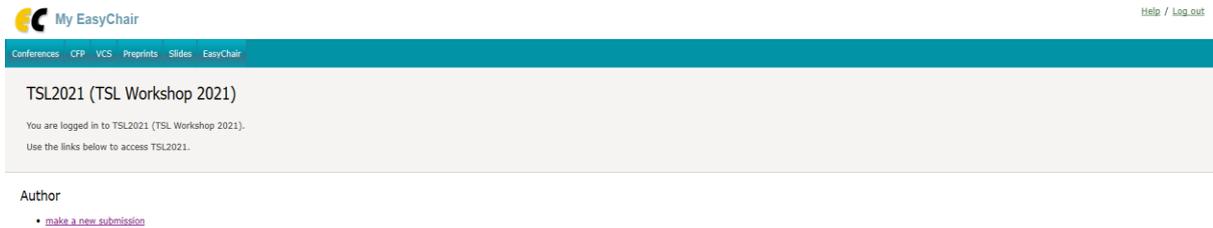
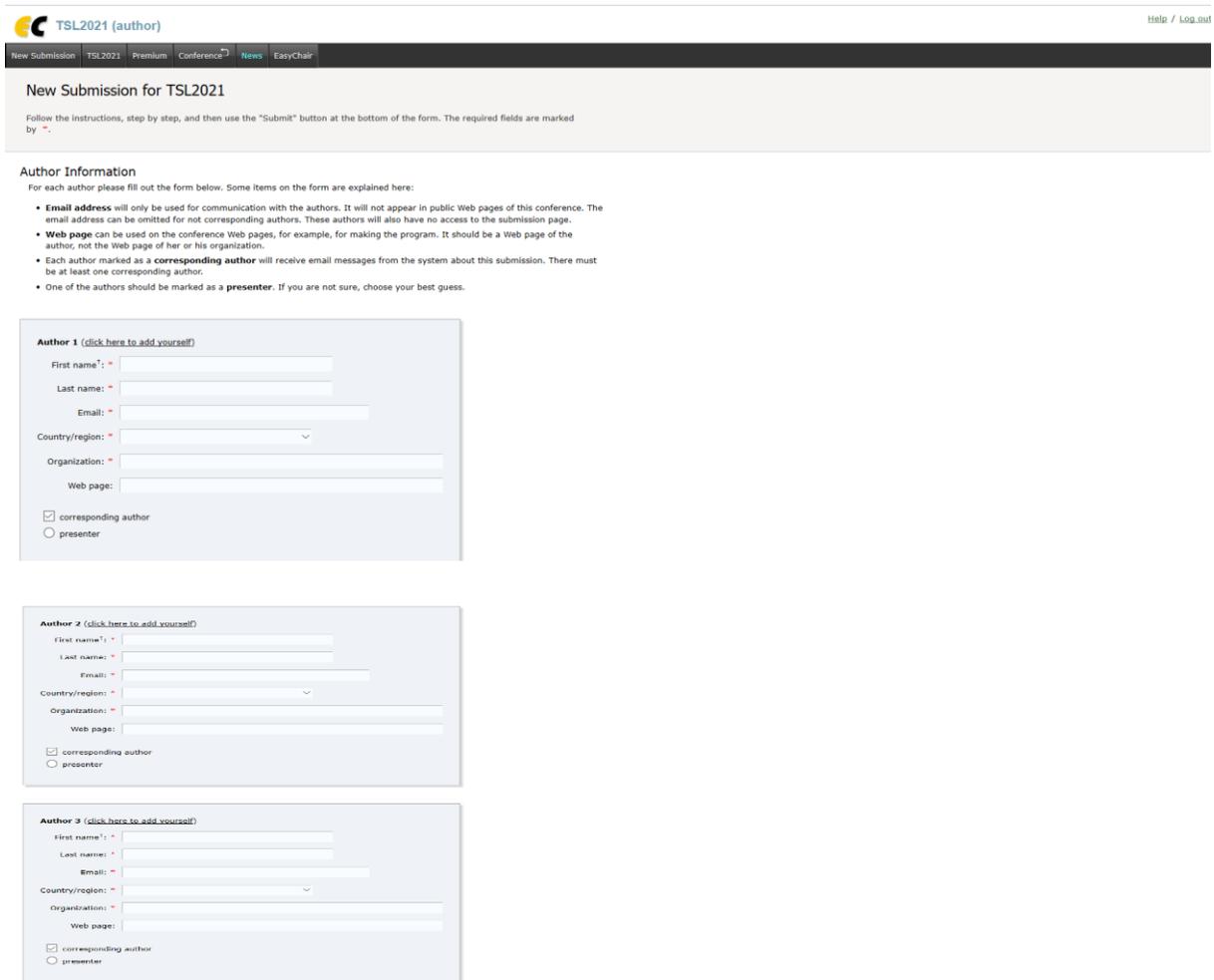


Fig.8 Abstract Submission Page

A new abstract submission form will appear as provided in Figure.9. Fill in the details as requested in the form.



[Click here to add more authors](#)

* Note: leave first name blank if there is no first name. If you are not sure how to divide a name into the first and last name, [read the Help article about names](#).

Title and Abstract

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

The screenshot shows the 'Title and Abstract' form. It has a 'Title:' label followed by a text input field. Below this is a note: 'The abstract should not exceed 600 characters'. At the bottom, there is an 'Abstract:' label followed by a large text area for entering the 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:

Files

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

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

Fig. 9 Abstract Submission Form

Please ensure that your contact details are filled in properly. Next, you can add authors to your submission manually. To add co-authors with whom you have already submitted a paper via EasyChair press “click here to add an associate” and select them from the list. By default, three author forms are shown, additional forms can be added by clicking the link “add more authors” at the bottom of third author form.

Sr. No.	Field Name	Details
1	Title	Please mention the title
2	Abstract	Please mention here the purpose of research, methodology and some part of result (maximum 90 to 150 words)
3	Keywords	Keywords of the abstract. Provide the list of keywords (at least three) one per line without any special character
4	Files	To complete the abstract submission process, you need to upload the PDF file of your detailed abstracts of 1000 words here.

Once the abstract is submitted, the authors will receive an intimation from TSL2021 confirming about the submission as provided in Figure.10.

Sub: TSL 2021 IIMA submission No.
From: TSL 2021 <tsl2021iima@easychair.org>
to me

Dear authors,

We received your submission to TSL 2021 IIMA (9th INFORMS Transportation Science and Logistics Society Workshop):

Authors: User Name
Title: Title of the paper submitted
Number: No of submission to EasyChair

The submission was uploaded by User Name <provided email address>. You can access it via the TSL 2021 IIMA EasyChair Web page: <https://easychair.org/conferences/?conf=tsl2021iima>

Thank you for submitting to TSL 2021 IIMA.

Best regards,
EasyChair for TSL 2021 IIMA.

Fig. 10 Confirmation of Abstract Submission

Contact Information

TSL2021 Workshop Website: <https://conference.iima.ac.in/tsl2021/index.php>

For any enquiries, please contact:

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