



ASEG-PESA-AIG 2016 25TH GEOPHYSICAL CONFERENCE & EXHIBITION

Interpreting the Past, Discovering the Future

EasyAbstracts - INSTRUCTIONS FOR ABSTRACT SUBMISSION, AMENDMENT AND WITHDRAWAL.

When you select the [Submit ASEG PESA AIG 2016 abstract](#) button you have the option to create a new account or sign in as an existing user.

Submit ASEG PESA AIG 2016 abstract

If you are a new user follow the instructions below.

1. Creating an author account - New Users

- a. Complete your contact details and select the [Sign Up](#) button.

Create an Account

First name	<input type="text"/>
Last name	<input type="text"/>
Email address	<input type="text"/>
Confirm Email Address	<input type="text"/>
Password	<input type="password"/>
Password again	<input type="password"/>

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- b. You will then be requested to complete your author profile.
- c. Complete the details and select the [Save](#) button.

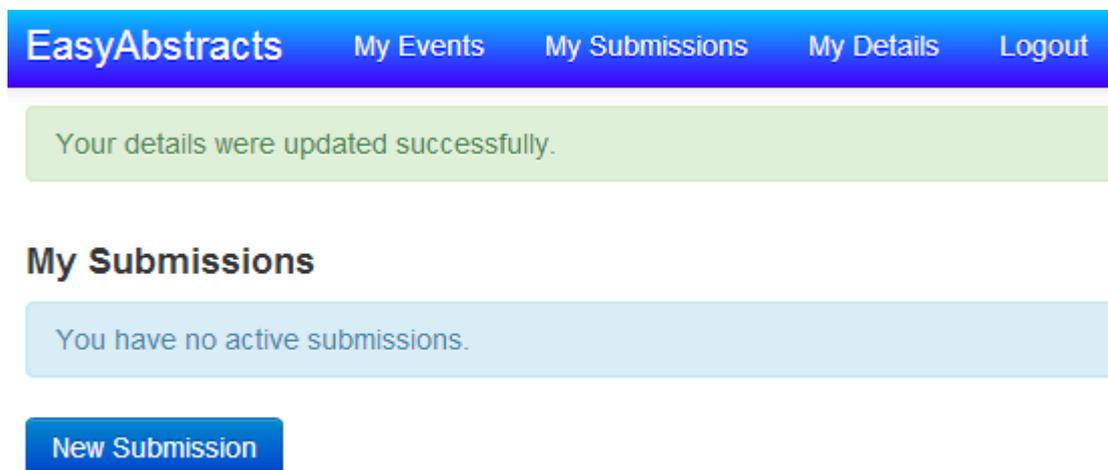
Once signed up to *EasyAbstracts*, you will have a permanent account and can submit content to all any future events using the *EasyAbstracts* submission platform.

2. How to submit an abstract

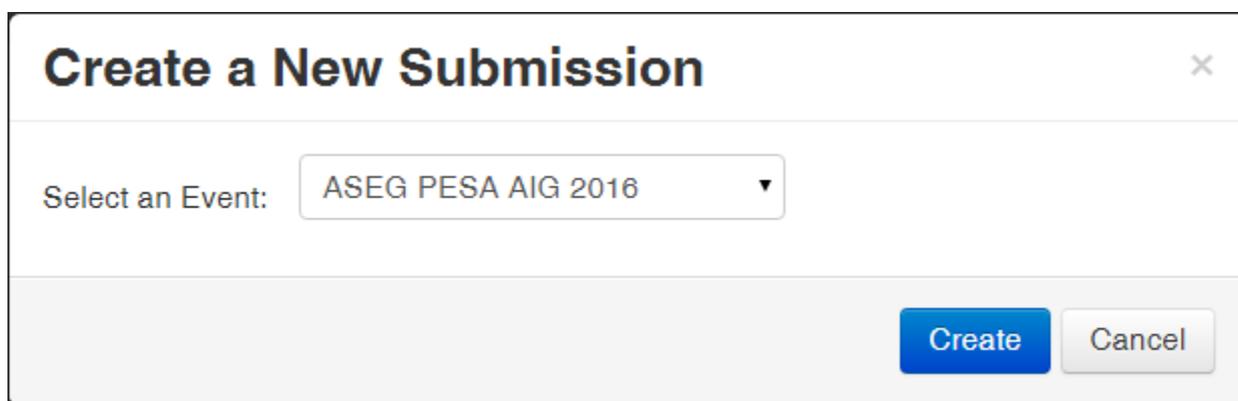
Submitting an abstract has two steps.

- Completion of the submission form and
- The upload of the abstract.

To submit content, select the [New Submission](#) button.



Select the [Create](#) button.



a. Submission form

When the event has been selected, the ASEG PESA AIG 2016 submission form is available for you to complete.

New Submission

Title

Platform

- Themes
1. Petroleum
2. Minerals
3. Near-Surface/Engineering Geophysics

Select up to 1 theme(s).

**THEMES AND
SUBTHEMES**

Selecting themes and sub themes Please select one theme and sub theme corresponding with the major theme selected above - Petroleum or Minerals or Near-Surface / Engineering Geophysics. This information will be used to assist in scheduling presentations. according to the best fit to the field, theme, or area of discipline. Do not select more than one theme/subtheme.

Petroleum If you selected the theme Petroleum, please select one option from the following dropdown list

Themes and sub-themes

Minerals If you selected the theme Minerals, please select one option from one of the four following dropdown lists

Characterising the cover

Understanding the underlying lithospheric architecture

Resolving the 4D geodynamic and metallogenic evolution of deposits

Title

First Name

Last Name

Email Address

Organisation

Country

Cancel

Save & Continue

Complete the submission form and select [Save and Continue](#). You will be directed to the Upload screen. A message "Your submission was saved successfully" will appear on the top of the page.

Your submission was saved successfully. ×

Example Submission for ASEG PESA AIG 2016

Files [Notifications](#)

Call for Abstracts - Open	Last Modified	
Add a new file: <input type="button" value="Choose File"/> No file chosen		<input type="button" value="Upload"/>

b. Abstract Upload

Select the [Choose File](#) button next to *Add a new file*. Locate your file and select the [Upload](#) button.

c. How will I know that I have successfully uploaded my abstract?

If the upload was successful, a message "The file was successfully uploaded" will appear together with a link to your abstract. You will also receive a confirmation email.

The file was successfully uploaded. ×

Example Submission for ASEG PESA AIG 2016

Files [Notifications](#)

Call for Abstracts - Open	Last Modified	
cfp1.docx	2015-10-27 08:28:20	<input type="button" value="Withdraw File"/>

From: EasyAbstracts [mailto:no-reply@easyabstracts.com.au]
Sent: Tuesday, 27 October 2015 8:28 AM
To: asegaauthor@plevin.com.au
Subject: EasyAbstracts Submission

Dear ASEG Author,

Your file cfp1.docx for submission "Example Submission for ASEG PESA AIG 2016" has been successfully uploaded.



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You are receiving this email because you are registered with EasyAbstracts.

Your abstract will be automatically allocated an ID number which you can view by selecting the "My Submissions" menu at the top of the screen.



My Submissions

Event	ID	Title	Status
ASEG PESA AIG 2016	00101	Example Submission for ASEG PESA AIG 2016	Call for Abstracts

[New Submission](#)

3. How do I update or replace my abstract?

When the abstract is uploaded, the options of [Withdraw File](#) and [Withdraw Submission](#) are available.

To update or replace an abstract, select [Withdraw File](#). This presents an [OK/Cancel](#) option.

Select [OK](#).

Example Submission for ASEG PESA AIG 2016

Files [Notifications](#)

Call for Abstracts - Open	Last Modified	
cfp1.docx	2015-10-27 08:28:20	Withdraw File

[Edit Submission](#) [Withdraw Submission](#)

The page at www.easyabstracts.com.au says: ×

Are you sure you want to withdraw this file?

[OK](#) [Cancel](#)

When the abstract is withdrawn, the option to upload a new file becomes available.

To upload a revised abstract, follow the same procedure as the original submission. Select the [Choose File](#) button next to *Add a new file*. Locate your file and select the [Upload](#) button.

Example Submission for ASEG PESA AIG 2016

Files [Notifications](#)

Call for Abstracts - Open	Last Modified	
efp1.docx	2015-10-27 08:29:30	Withdrawn
Add a new file: <input type="button" value="Choose File"/> No file chosen		<input type="button" value="Upload"/>

If the upload was successful, a message "The file was successfully uploaded" will appear together with a link to your abstract. You will also receive a confirmation email.

The file was successfully uploaded. ×

Example Submission for ASEG PESA AIG 2016

Files [Notifications](#)

Call for Abstracts - Open	Last Modified	
efp1.docx	2015-10-27 08:29:30	Withdrawn
efp2.docx	2015-10-27 08:29:52	<input type="button" value="Withdraw File"/>

4. How do I withdraw my submission?

To withdraw your submission, select [Withdraw Submission](#).

The file was successfully uploaded. ×

Example Submission for ASEG PESA AIG 2016

Files	Notifications	
Call for Abstracts - Open		
cfp1.docx	Last Modified 2015-10-27 08:28:20	Withdraw File

[Edit Submission](#) [Withdraw Submission](#)

This presents an [OK/Cancel](#) option. If you select OK the submission form and the abstract will be deleted.

You will not be able to resubmit the submission later. Are you sure you want to withdraw this submission?

[OK](#) [Cancel](#)

The [My Submissions](#) menu Status is now shown as **Call for Abstracts – Withdrawn**.

The submission and any uploaded files will not be reviewed.

5. How do I amend my submission?

To edit your submission form (e.g. change theme, presenter details, etc.), select [Edit Submission](#). This presents the submission form which can then be edited.

The file was successfully uploaded. ×

Example Submission for ASEG PESA AIG 2016

Files [Notifications](#)

Call for Abstracts - Open	Last Modified	
cfp1.docx	2015-10-27 08:28:20	Withdraw File

[Edit Submission](#) [Withdraw Submission](#)

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