9th Conference on Composite Construction in Steel and Concrete (CCIX)

How to submit your **Full Paper** to ScholarOne Manuscripts

(after acceptance of your Extended Abstract by the CCIX Organizing Committee)

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How to submit your Full Paper

to ScholarOne Manuscipts

Ernst & Sohn A Wiley Brand WILEY

Please Note

First of all, thank you for submitting your Extend Abstracts to CCIX. Once you have received an ***Acceptance Letter*** *by the CCIX Organizing Committee you are eligible to submit your* ***Full Paper****.*

It is important you follow this guide, in order to upload your Full Paper under the same ***«ID»*** *you have previously uploaded your Extended Abstract, so the CCIX Organizing Committee can correctly assign your* ***Full Paper*** *to your previous* ***Extended Abstract****.*

If you have any questions, please do not hesitate to contact us.

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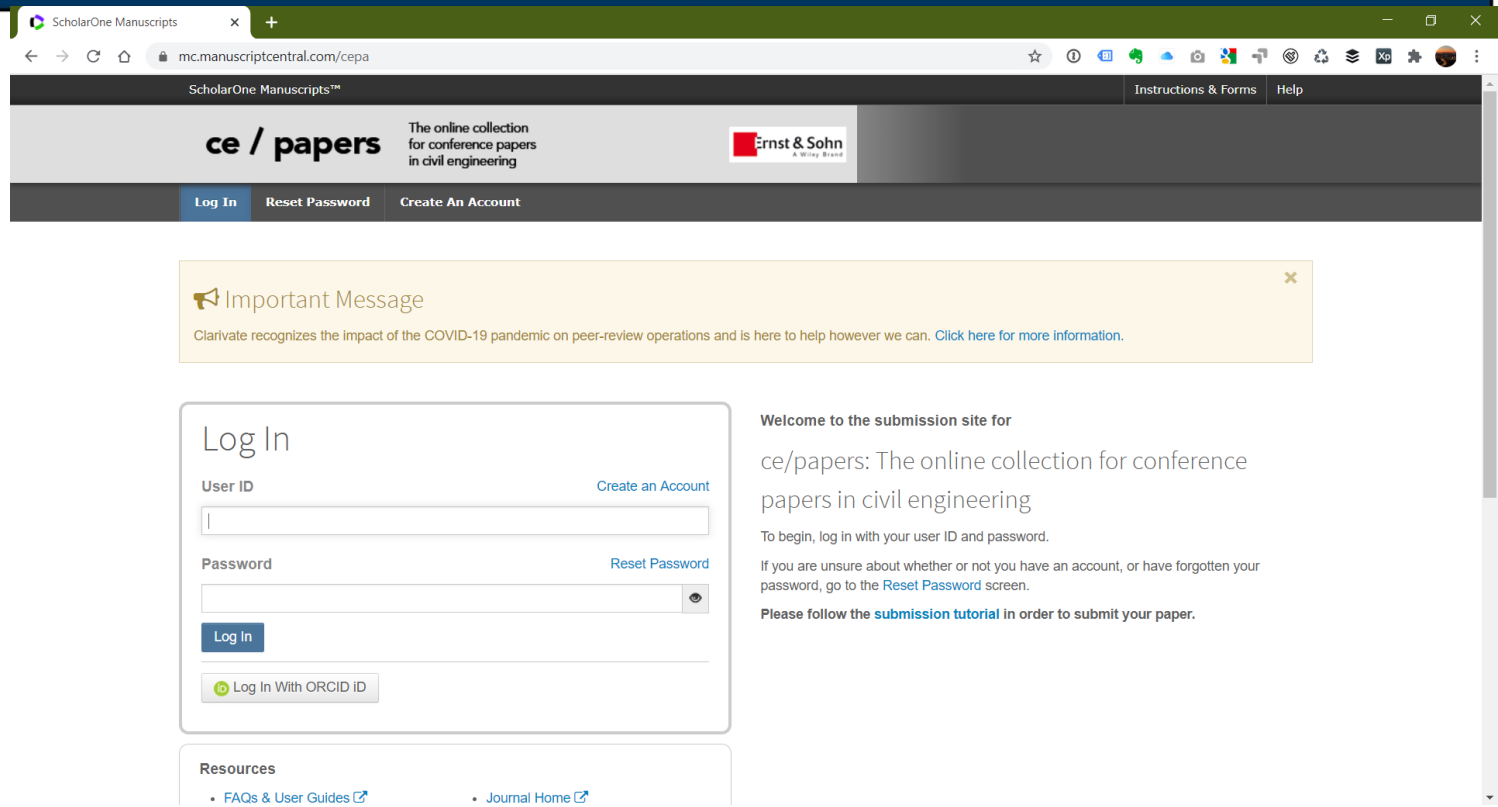

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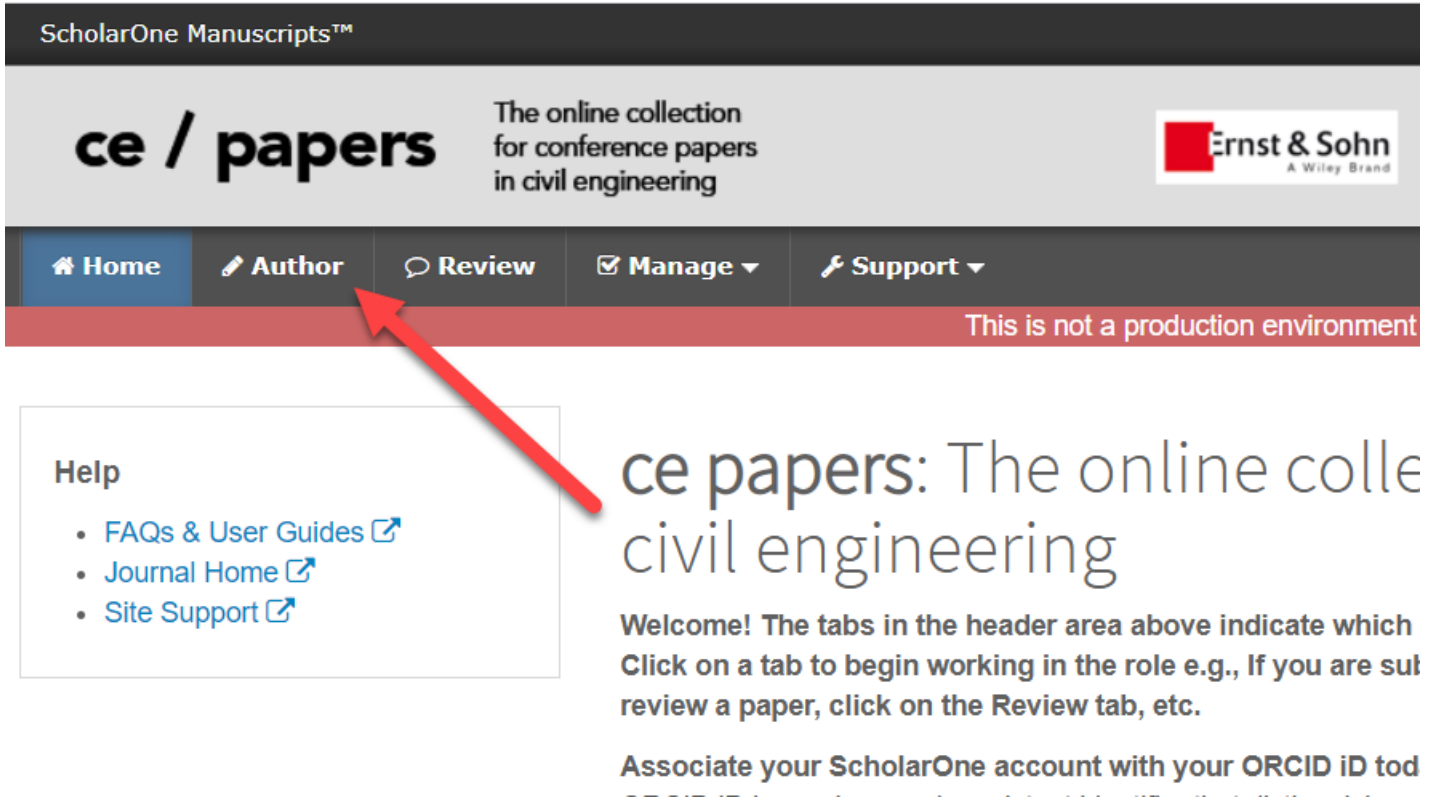

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1. Click on «Manuscripts with Decisions» on the left-hand menu (if not already selected automatically)
2. Click on «create revision» of your manuscript in the right-hand overview in order to start the submission process for your Full Paper.

First, enter a response to the reviewers' comments and press «Save & Continue»

Submission of Full Paper

- *If you need to change the **title** of your submission, please follow page six of this documentation.*
- *If you need to change the keywords of your submission, please follow page 9 of this documentation*
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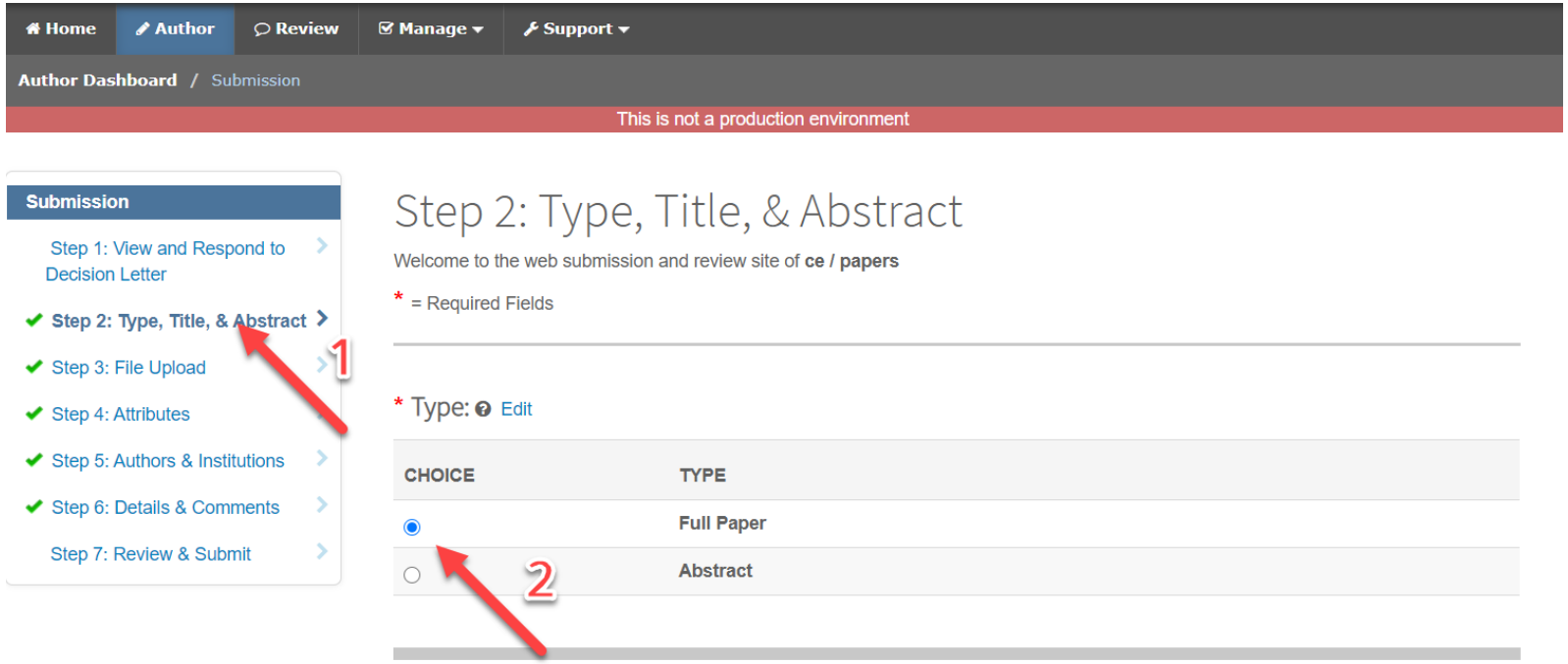
Submission of Full Paper

The submission process for **the Full Paper** is nearly the same as for the **Extended Abstract** with one small difference:

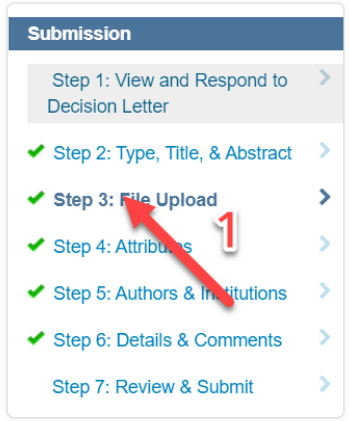
1. Click on «Step 2: Type, Title & Abstract»
2. Change your Manuscript Type from «Abstract» to «Full Paper»
3. Scroll to the bottom of the page and click «Save & continue»

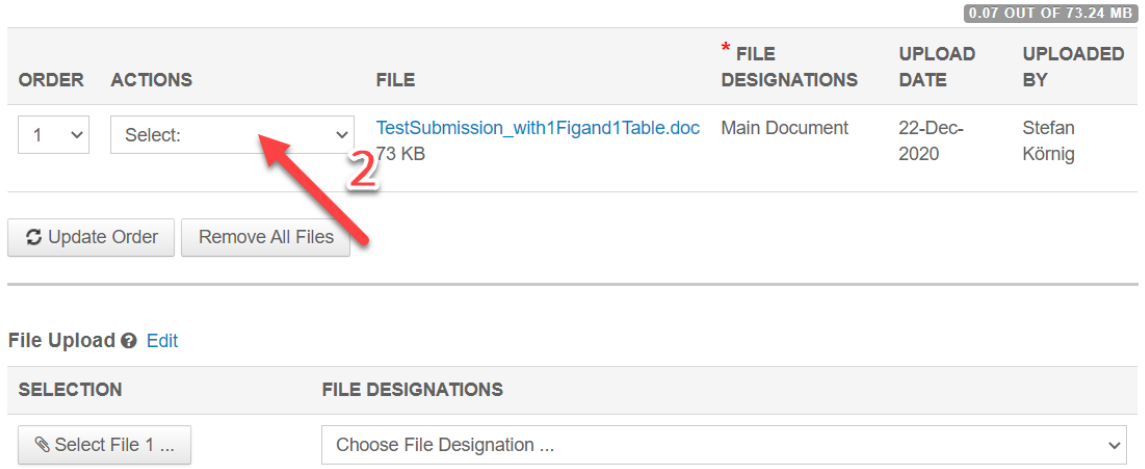


Submission of Full Paper

When you have prepared your Full Paper and you're ready to upload:

1. Click on «Step 3: File Upload»
2. You can remove the previous file of your Extended Abstract in this dialogue. Although it is no longer shown here, the CCIX Organizing Committee will have access to the accepted version of your Extended Abstract.





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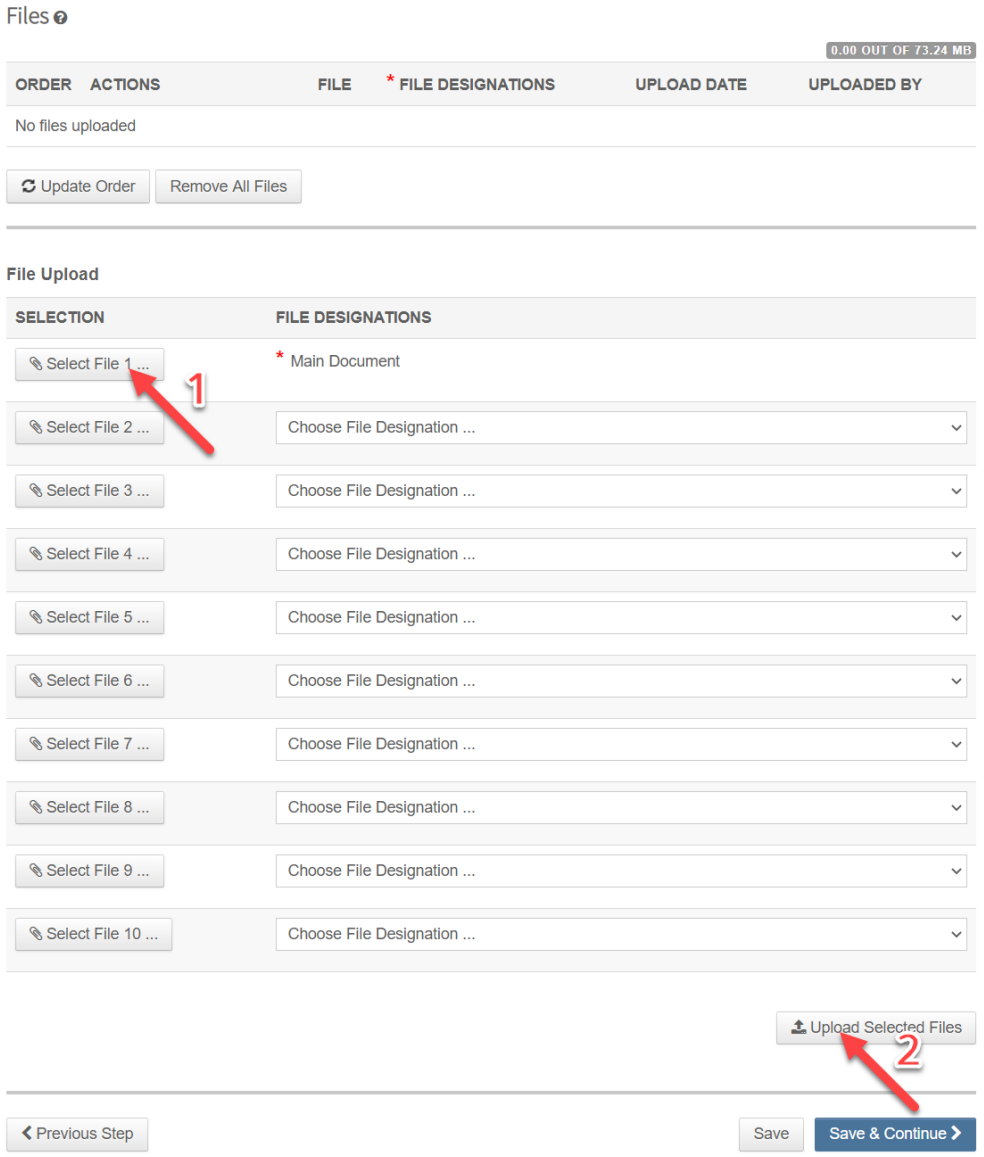
4. Click on «Save & Continue» in order to proceed with the next step.



Step 6: Review & Submit

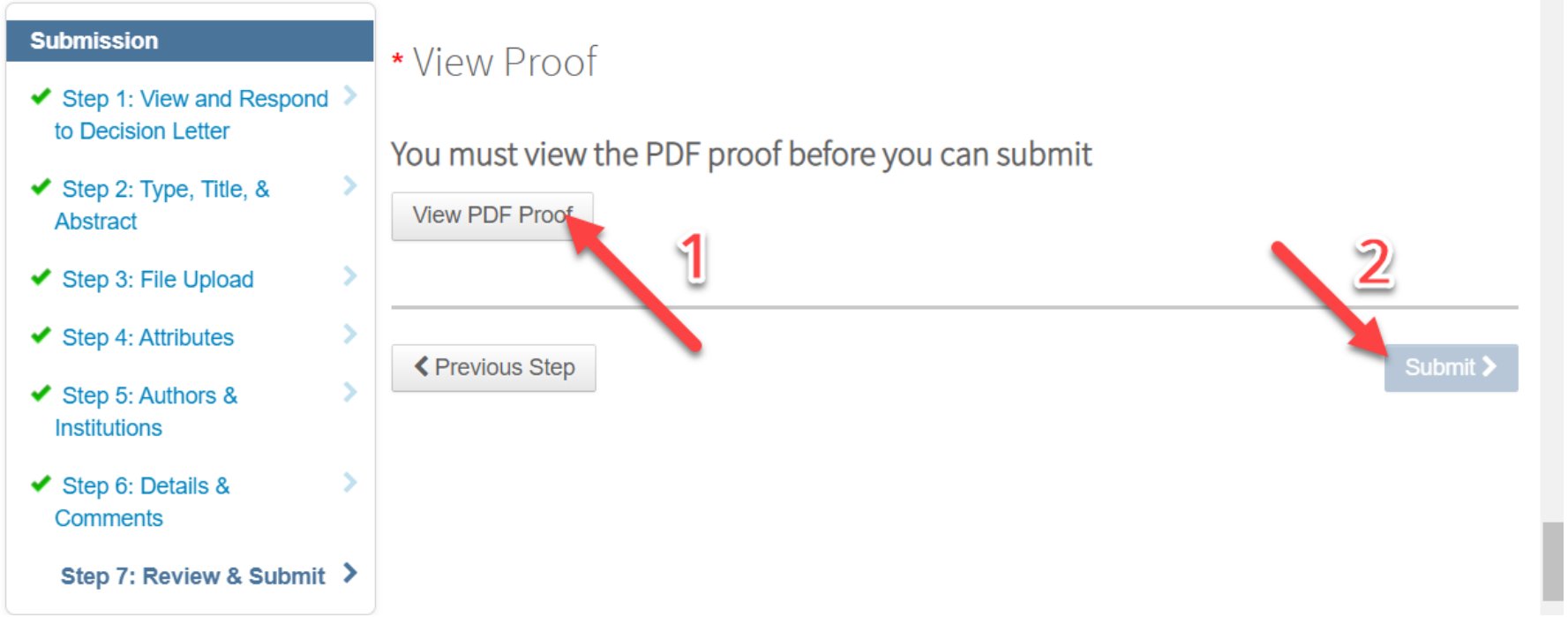
Finally, you are almost done.

On this last page, you can review all entries you have made so far.

Please edit if necessary in order to make sure the list of authors is still correct as well as any other information regarding your submission.

Scroll down to the bottom of the page:

1. Click on «View PDF Proof». The browser opens a PDF. Make sure to cross-check whether the PDF looks alright as this is the basis for the review. Close the window. Go back to «Step 2» in case you need to re-upload your submission.
2. Once everything is fine, click on «Submit» in order to submit your manuscript to the CCIX Organizing Committee.



Thank you for the submission of your Full Paper.

- Please contact ccix@rub.de if you have any questions regarding your submission or the conference.
- Please contact Mrs. Esther Schleidweiler (eschleidwe@wiley.com) if you have any queries regarding this tutorial or the submission system.