ICMPC17-APSCOM7 Submission Guide

Step 1: Creating an EasyChair Account

1. Go to the EasyChair page of ICMPC17-APSCOM7.

    https://easychair.org/conferences/?conf=icmpc17apscom7

2. Click on "Create an account".

Note: If you already have an Easychair account, go to Step 2.

3. Check the box to pass a robot check and click on "Continue".

(I'm not a robot)

4. Fill out the form and click on "Continue".

EasyChair

Create an EasyChair Account: Step 2

Please fill out the following form. The required fields are marked by *.

Note that **the most common reason for failing to create an account is an incorrect email address** so please type your email address correctly.

First name[†]: *

Last name: *

Email: *

Retype email address: *

Continue

[†] 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.

You may also be interested about our policy for using personal information.

5. The EasyChair system will automatically send you a confirmation e-mail.
   Access the URL provided in the e-mail.

   Note: If you do not receive the email in your inbox, please check your spam folder.
   In case it is not in your spam folder, please try registering again with another e-mail address.

EasyChair <noreply@easychair.org>
宛先: 自分

Dear User Name,

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

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

6. Fill out the form and click on "Create my account" within 30 minutes.

Create an EasyChair Account: Last Step

Hello User Name! To complete the creation of your account please fill out the following form. You should create the account within 20 minutes, otherwise you will have to fill out this form from scratch.

User names are case-insensitive

User name: [   ]

First name†: [   ]
Last name (*): [   ]
Company/organization (*): [   ]
Web site: [   ]
Phone (*): [   ]
Address, line 1 (*): [   ]
Address, line 2: [   ]
City (*): [   ]
Post code (*): [   ]
State (US only) (*): [∨]
Country (*): [∨]
Password (*): [   ]
Retype the password (*): [   ]

Create my account

† 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.
You may also be interested about our policy for using personal information.

Step 2: Making a new submission

1. Go to the EasyChair page of ICMPC17-APSCOM7.

   https://easychair.org/conferences/?conf=icmpc17apscom7

2. Log in your account.

Help / Log in

EasyChair

Log in to EasyChair for ICMPC17-APSCOM7

Email address or user name:

Password:

Log in

Forgot your password?

Problems to log in?

Create an account

3. Click on "make a new submission".

Note: If you have not read the submission guidelines yet, click on "Read Instructions" and read them carefully.

ICMPC17-APSCOM7 (author)

New Submission | ICMPC17-APSCOM7 (Practice) | Premium | Conference | News | EasyChair

Select a Track

Once you click here, the instructions will pop-up.

ICMPC17-APSCOM7 Submission Instructions

This conference has its own instructions for authors. Press the button below to

📄 **Read instructions**

Please select the track relevant for your submission and click "Continue".

Track: *
- ○ Paper (preferred presentation mode: spoken)
- ○ Paper (preferred presentation mode: poster)
- ○ Symposium / Workshop / Demonstration

Continue

ICMPC17-APSCOM7 Submission Instructions

ICMPC17-APSCOM7 Submission Instructions

Here we list specific instructions regarding Easy Chair submission. For more general guidelines, please refer to the ICMPC 17 submission page.

Paper presentations

You will be able to indicate the preferred presentation format at the begining of the submission process. However, we cannot guarantee that all submissions will be accepted in their preferred format. Please anticipate that your paper may be allocated to either of the two formats.

Symposium/Workshop/Demonstrations

When submitting the proposal on EasyChair, all contributors (convener(s), presenters and discussants) should be registered as authors. The name of the conveners should be indicated by clicking the corresponding author check box. Although EasyChair's author fields do not allow registration of separate roles such as chairs, presenters and discussants on author information fields, it is possible to define these in the proposal (item 2 in the proposal format).

4. Select a track for your submission and click on "Continue".

For paper submission, you can choose the preferred presentation mode (spoken or poster). However, please note that your preferred choice is not guaranteed.

< Paper >

5. Fill out the form and click on "Submit".

ICMPC17-APSCOM7 (author)

| New Submission | ICMPC17-APSCOM7 (Practice) | Premium | Conference | News | EasyChair |

New Submission for ICMPC17-APSCOM7 (Paper (preferred presentation mode:

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are mark
by *.

Author Information

For each author please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this confere email address can be omitted for not corresponding authors. These authors will also have no access to the submission pag

- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of th author, not the Web page of her or his organization.

- Each author marked as a **corresponding author** will receive email messages from the system about this submission. The be at least one corresponding author.

- One of the authors should be marked as a **presenter**. If you are not sure, choose your best guess.

Preferred presentation mode: Spoken

Author 1 (click here to add yourself)

First name†: *

Last name: *

Email: *

Country/region: *

Organization: *

Web page:

☑ corresponding author
🔘 presenter

Please notice the "corresponding author" and "presenter" by checking the box.

Author 2 (click here to add yourself)

First name†: *

Last name: *

Email: *

Country/region: *

Organization: *

Web page:

☐ corresponding author
○ presenter

Preferred presentation mode: Poster

Author 1 (click here to add yourself)

First name†: *

Last name: *

Email: *

Country/region: *

Organization: *

Web page:

☑ corresponding author

Please notice the "corresponding author" by checking the box.

Author 2 (click here to add yourself)

First name†: *

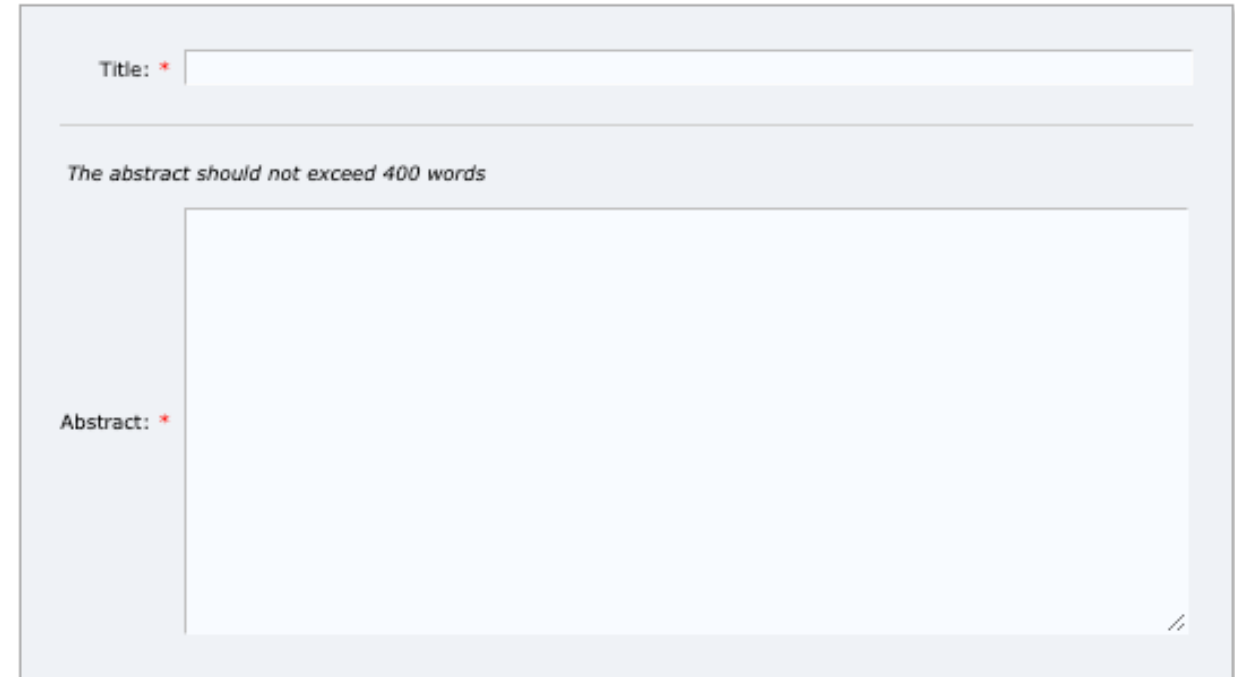Last name: *

Email: *

Country/region: *

Organization: *

Web page:

☐ corresponding author

Title and Abstract

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

Title: *

The abstract should not exceed 400 words

Abstract: *
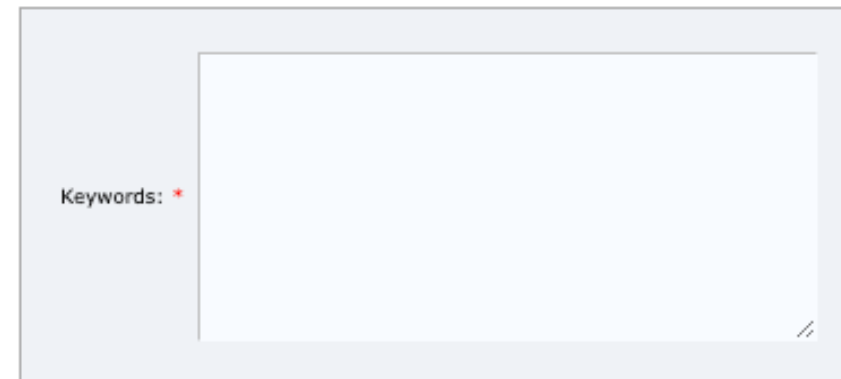
Note: The abstract should not exceed 400 words. The format of the abstract should comply with the structured abstract (see https://jsmpc.org/ICMPC17/submissions/).

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: *

Note: Specify at least 3 keywords, **one per line**.

Topics

Please select topics relevant to your submission from the following list. Topics are typically used for assigning submissions to reviewers and for conference analytics. You must select exactly 3 topics.

- ☐ acoustics and psychoacoustics
- ☐ aesthetics
- ☐ application
- ☐ attention
- ☐ biology
- ☐ cognition
- ☐ cognitive and computational models
- ☐ composition
- ☐ cross-cultural studies
- ☐ cross-modal studies
- ☐ cross-species studies
- ☐ development
- ☐ embodied cognition
- ☐ emotion
- ☐ environment
- ☐ evolution
- ☐ genetics
- ☐ harmony
- ☐ improvisation
- ☐ individual difference
- ☐ language and music
- ☐ learning
- ☐ memory
- ☐ movement
- ☐ musicality
- ☐ perception
- ☐ performance
- ☐ personality
- ☐ pitch
- ☐ physiology
- ☐ probability
- ☐ prediction
- ☐ rhythm
- ☐ singing
- ☐ technology
- ☐ therapy
- ☐ timbre
- ☐ well-being and health

Note: Select **exactly 3** topics.

Other Information

List of references. This field is optional, max 400 characters (not words).

Intended mode of attendance. * Please indicate your intended attendance mode.

○ onsite

○ online

Please indicate your intended attendance mode (onsite or online).

Indication of active time in JST (online presenters). If you will present online, please indicate ALL time slots that you will be active in JST. Please note that, while we will try our best to find a convenient time for your presentation, it may not always be possible.

☐ around 08:00-10:00 (JST)

☐ around 10:00-12:00 (JST)

☐ around 15:00-18:00 (JST)

☐ I will present my paper onsite

Application for the young researcher award. * Eligibility: The academic status of the first and corresponding author must be student or must be received one's highest academic degree after January 1, 2019.

○ Yes

○ No

Application for the travel award. * The program committee will consider applications based on a combination of scientific merit, place of residence, and other personal circumstances of applicants. Applicants will be invited to fill out a separate form after mid-January 2023.

○ Yes

○ No

Does the corresponding author hold a Ph.D.? * Please choose one of them. This information is used to create a pool of reviewers. It will never be shared with anyone outside the program committee.

○ Yes (Ph.D. holder)

○ No (non Ph.D. holder)

Information Sharing Agreement. * I agree that my name and e-mail address will be shared with Kinki Nippon Tourist, Co. Ltd. for registration purposes. This information will never be shared with any other third parties.

○ Yes

○ No

Participation agreement. * I have read and understood the conditions for onsite and online participation (https://jsmpc.org/ICMPC17/submissions/update-information-for-online-participation/).

Yes ▼

Ready?

If you filled out the form, press the 'Submit' button below.

Submit

< Symposium/Workshop/Demonstration >

5. Fill out the form and click on "Submit".

ICMPC17-APSCOM7 (author)

New Submission | ICMPC17-APSCOM7 (Practice) | Premium | Conference | News | EasyChair

New Submission for ICMPC17-APSCOM7 (Symposium / Workshop / Demonstration)

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by *.

Author Information

For each author please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for not corresponding authors. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.

- **All contributors** (convener(s), presenters and discussants) should be registered as authors.

- The name of the conveners should be indicated by clicking the "**corresponding author" check box**.

- Although EasyChair's author fields do not allow registration of separate roles such as chairs, presenters and discussants on author information fields, they can be defined in the proposal (item 2 in the proposal format).

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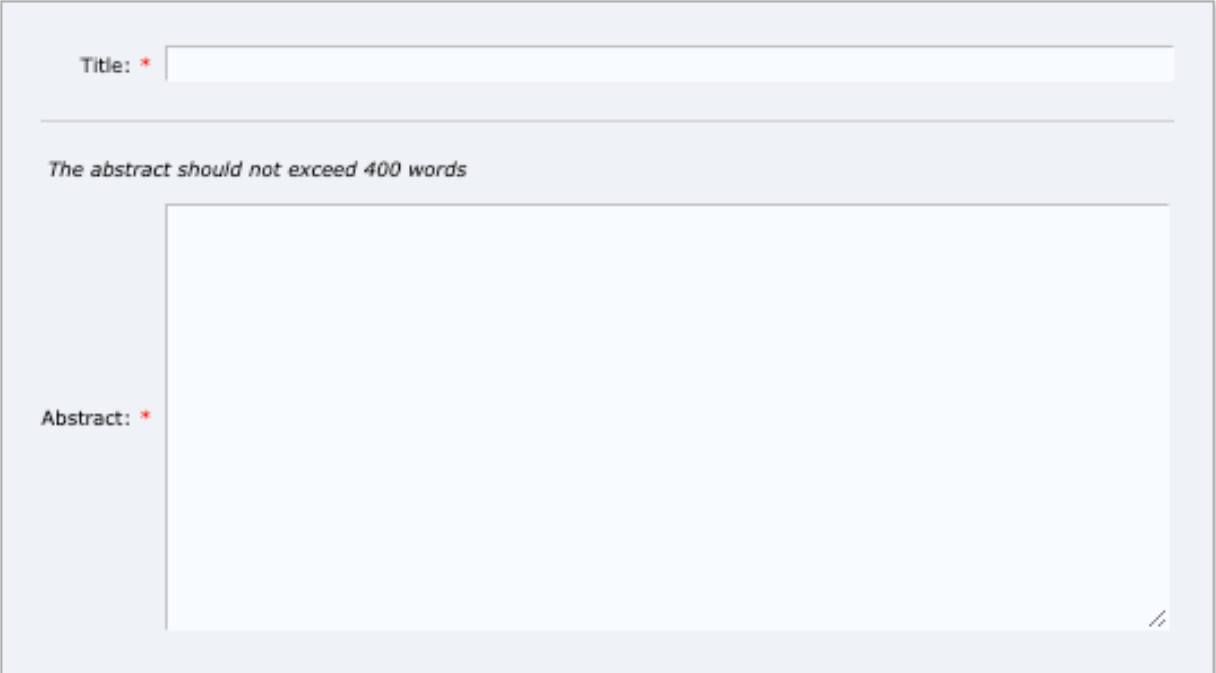
The title and the abstract should be entered as plain text, they should not contain HTML elements.
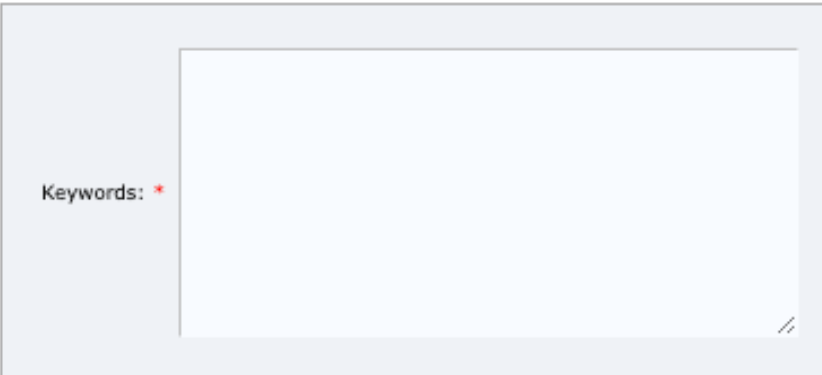
Title: *

The abstract should not exceed 400 words

Abstract: *

Note: The abstract should not exceed 400 words. The proposal should be format as described in the instruction (see https://jsmpc.org/ICMPC17/submissions/).

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: *

Note: Specify at least 3 keywords, **one per line**.

Other Information

List of references. This field is optional, max 400 characters (not words).

Desired duration. * Please indicate the intended duration of your symposium/workshop/demonstration.

○ 60 minutes

○ 90 minutes

Possible time. Select all possible time slots. Please note that, while we will try our best to find a convenient time for your proposal, it may not always be possible.

☐ around 08:00-10:00 (JST)

☐ around 10:00-12:00 (JST)

☐ around 15:00-18:00 (JST)

Information Sharing Agreement. * I agree that my name and e-mail address will be shared with Kinki Nippon Tourist, Co. Ltd. for registration purposes. This information will never be shared with any other third parties.

○ Yes

○ No

Participation agreement. * I have read and understood the conditions for onsite and online participation (https://jsmpc.org/ICMPC17/submissions/update-information-for-online-participation/).

Yes ▾

Ready?

If you filled out the form, press the 'Submit' button below.

Submit

6. You will receive a confirmation email.

Dear authors,

We received your submission to ICMPC17-APSCOM7 (17th International Conference on Music Perception and Cognition):

Authors : User Name.
Title :   xxxxxxxxxxxxxxxxxxxxxxxx
Number : xxxx
Track :   Paper presentation (spoken / poster)

The submission was uploaded by User Name < mail@xxx.xx.xx >
You can access it via the ICMPC17-APSCOM7 EasyChair Web page

 https://easychair.org/conferences/?conf=icmpc17apscom7

Thank you for submitting to ICMPC17-APSCOM7.

Best regards,
EasyChair for ICMPC17-APSCOM7.

7. You can modify the information by clicking on"Update information" until the due date. If you wish to withdraw your application, please click on '"Withdraw"'.