

Checking IEEE Xplore®-compatibility - Instructions on using IEEE PDF eXpress™

1. Go to the page <http://www.pdf-express.org/>. The page you will see in your browser is shown in Figure 1.

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Figure 1. The login page for IEEE PDF eXpress™

Registered users should skip to step 3. Users that have not registered yet follow the link “New Users – Click here”.

2. This step is for new (unregistered) users only. Users enter the conference id (**contel13x**), their e-mail address (which serves as a user name), and a password and click the “Submit” button (Figure 2). A confirmation e-mail is sent to the given address.

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Figure 2. Registering a new user of the IEEE PDF eXpress™

3. Registered users log in by entering the conference id (**contel13x**), their e-mail address and their password (Figure 3).

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Figure 3. Logging to the IEEE PDF eXpress™ site

4. Following a successful login, the following page is displayed (Figure 4).

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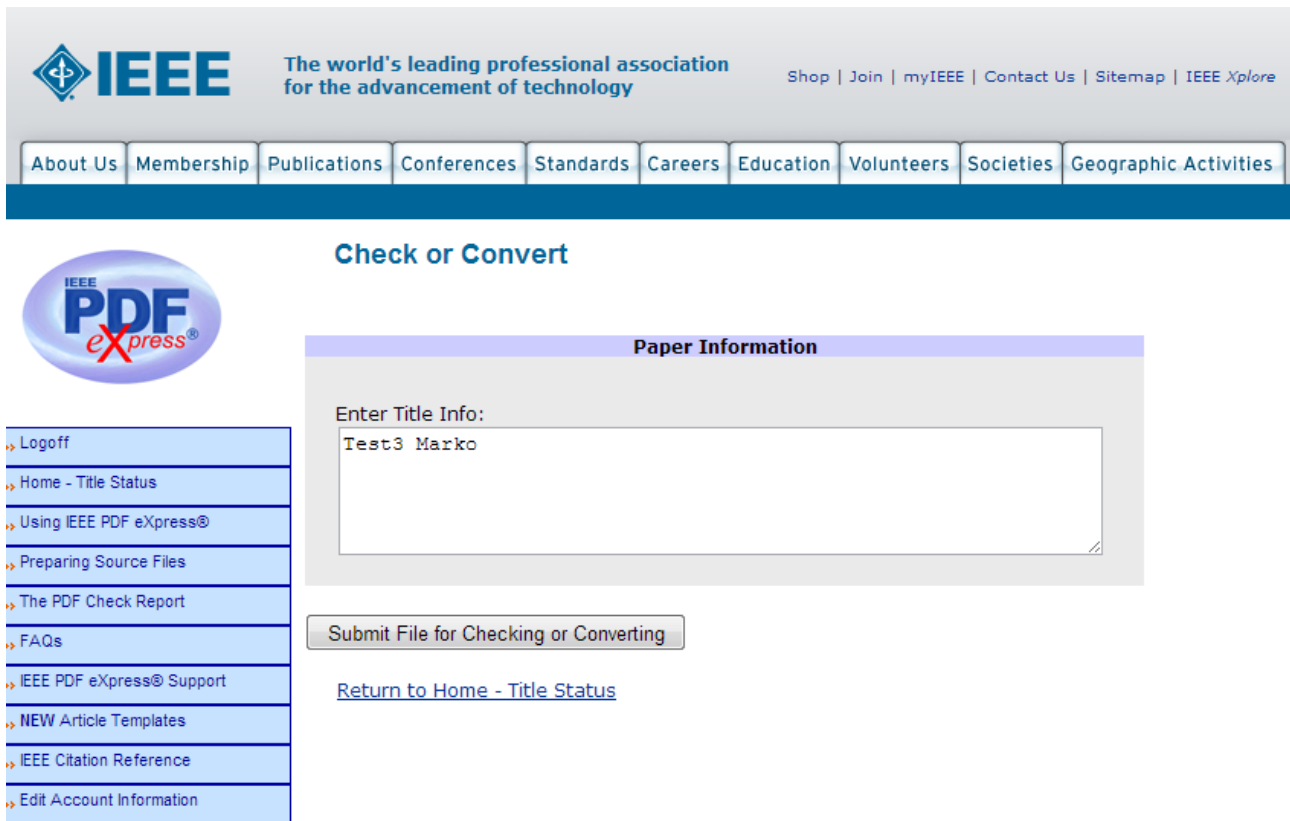
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Figure 4. Homepage of the IEEE PDF eXpress™ user

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5. Specify a title associated with your file. (Figure 5). Click the “Submit File for Checking or Converting” button.



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The main form area is titled "Paper Information" and contains a text input field labeled "Enter Title Info:". The field contains the text "Test3 Marko". Below the input field is a button labeled "Submit File for Checking or Converting". A link labeled "Return to Home - Title Status" is also present.

Figure 5. Specifying a title associated with the file

6. Browse for a PDF file or a source file, then submit (Figure 6). An e-mail will be sent to you confirming the submission.

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Figure 6. Specifying a title associated with the file

7. After the submission you can see the submission details (Figure 7). In this example a DOC source file has been submitted.



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Figure 7. File details following a submission.

8. You can check status of your file. If your submitted PDF file is correct, a new PDF will be generated by **IEEE PDF eXpress™** after some time. This file will be certified by **IEEE PDF eXpress™**. If you submitted a source file conformant to the IEEE rules, a corresponding certified PDF file will be generated. The certified file can be opened by clicking the title given in Step 5 (Figure 8). The e-mail reporting the outcome of the check/conversion process will also be send (in case of success the certified PDF file will be attached).

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	Status*:	File(s) Converted--PDF available
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OPTIONS:	Try Again	Get Help for this Conversion

Figure 8. The status of a successfully converted file shown in the user's homepage.

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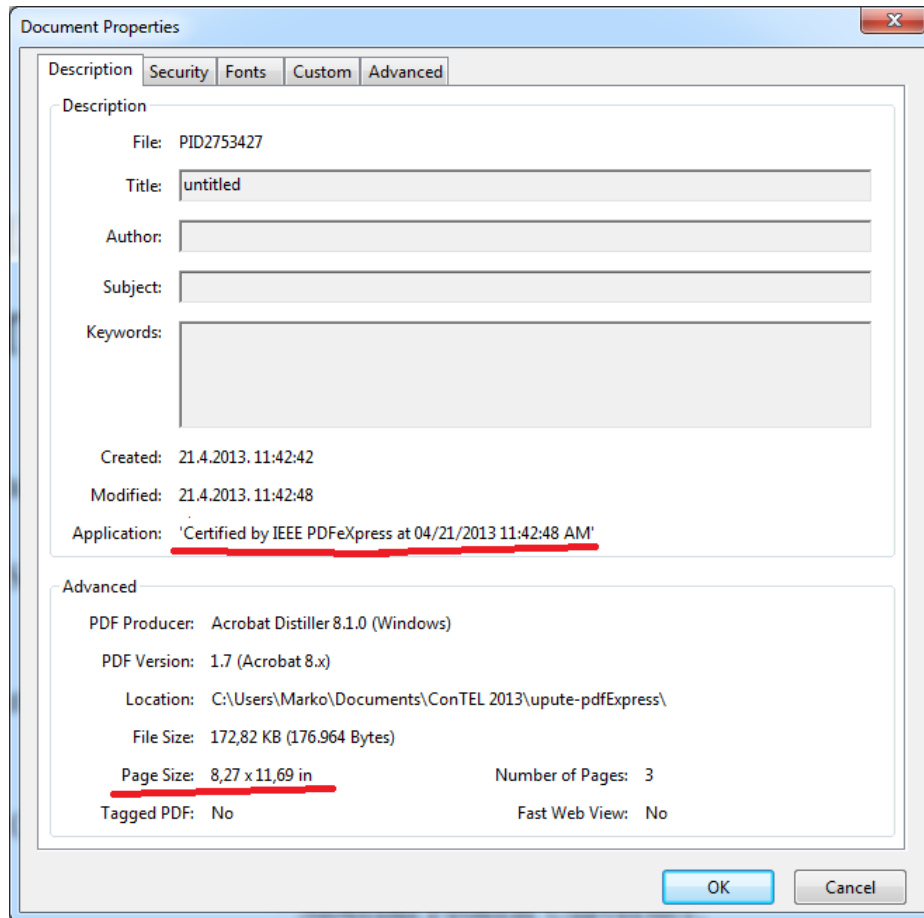


Figure 9. Checking the IEEE PDF eXpress™ certificate of a PDF file.