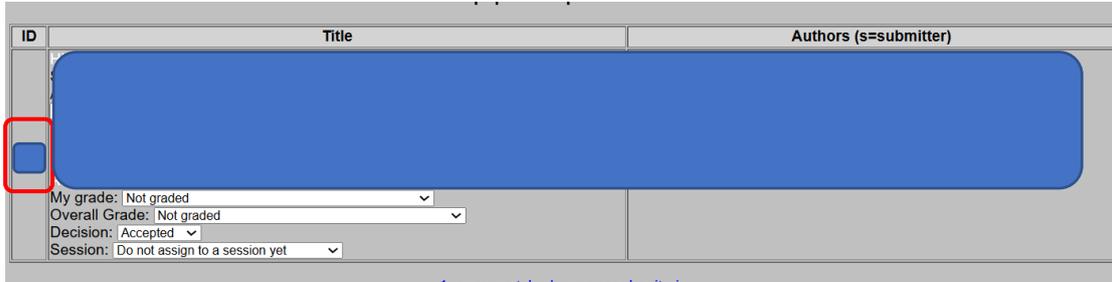


## How to change the submitter.

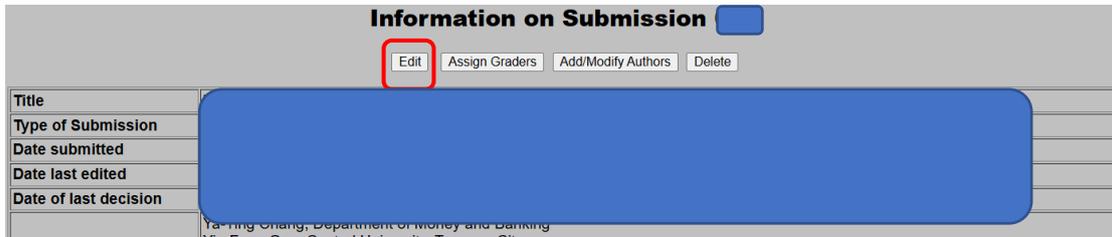
Conference will recognize the submitter as the presenter. If you are not the submitter and would like to register as the presenter, you will need to change the submitter first.

Step 1: Log in and click the paper ID button to be modified



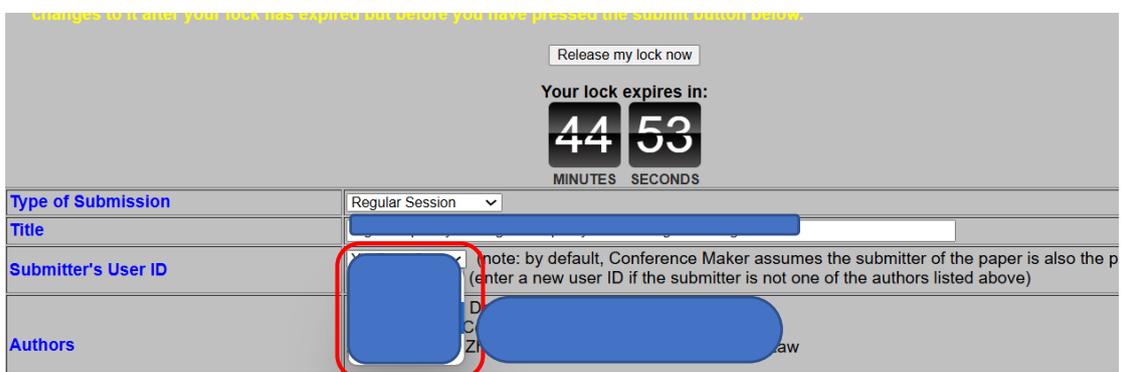
A screenshot of a submission table. The table has columns for ID, Title, and Authors (s=submitter). A large blue rectangular area covers the content of the table. A small blue square button is located in the left margin, next to the first row, and is highlighted with a red rectangular box.

Step 2: Click "edit" button



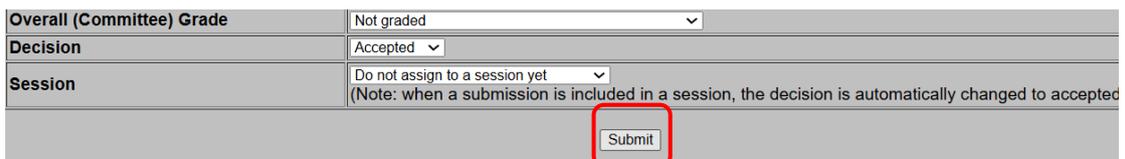
A screenshot of the "Information on Submission" page. At the top, there are buttons for "Edit", "Assign Graders", "Add/Modify Authors", and "Delete". The "Edit" button is highlighted with a red rectangular box. Below the buttons, there are several fields: "Title", "Type of Submission", "Date submitted", "Date last edited", and "Date of last decision". A large blue rectangular area covers the content of these fields.

Step 3: Change the submitter



A screenshot of the submission form. At the top, there is a "Release my lock now" button and a countdown timer showing "44 53" minutes and seconds. Below the timer, there is a "Type of Submission" dropdown menu set to "Regular Session". The "Title" field is covered by a blue rectangular area. The "Submitter's User ID" field is a dropdown menu, and it is highlighted with a red rectangular box. Below it, there is a note: "note: by default, Conference Maker assumes the submitter of the paper is also the p (enter a new user ID if the submitter is not one of the authors listed above)". The "Authors" field is also covered by a blue rectangular area.

Step4: Click "submit" button in the bottom



A screenshot of the submission form. At the top, there are dropdown menus for "Overall (Committee) Grade" (set to "Not graded"), "Decision" (set to "Accepted"), and "Session" (set to "Do not assign to a session yet"). Below these, there is a note: "(Note: when a submission is included in a session, the decision is automatically changed to accepted)". At the bottom, there is a "Submit" button, which is highlighted with a red rectangular box.