# **Registration Guidelines (Presenter)**

### STEP 1 : Registration - EZconf-MT24

## a) **EXISTING USER**

- (i) Sign in or click forgot password
- (ii) Click forgot password >> request password
- (iii) Login using new password received in email

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Conference Management System
You will be receive an email on how to reset your password. Please check your email inbox, including your JUNK/SPAM/CLUTTER folder.
Please enter your email address
<ul> <li>Request Password</li> </ul>
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#### b) NEW USER

- (i) Click create new account
- (ii) Register account
- (iii) Verify email
- (iv) Login

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The International Conference on Mathematical Sciences and Technology 2024 (MathTech 2024)
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#### STEP 2 : JOINING MATHTECH 2024

- (i) Click Upcoming Conference
- (ii) Click Join MathTech 2024
- (iii) To ensure you have joined MathTech 2024, click My Conference

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#### STEP 3 : SUBMISSION

- (i) Click Submit abstract
- (ii) Abstract Submission: Fill in all informations and Submit Application
- (iii) Receive Abstract Submission Acknowledgement email

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Sincerely yours,	
Management Se	cretariat of MathTech 2024
Note: This is a sy	stem generated message. Please do not reply to this email.

### STEP 4 : ABSTRACT ACCEPTANCE NOTIFICATION

#### (i) Presenter will receive email for abstract acceptance notification

#### STEP 5 : PAYMENT

- (i) Click payment link: MathTech Payment
- (ii) The link will direct you to the designated payment site
- (iii) You can also find details on payments through our MathTech website: <u>https://mathtech.usm.my/</u> >> Conference Fees
- (iv) Choose designated Payment link
- (v) Upload **Proof of Payment** to <u>Google Form</u> or alternatively you can find the link <u>here</u>.
- (vi) Your payment considered successful if we do not contact you in 5-10 working days



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# THANK YOU!!