

## **INSTRUCTIONS FOR UPLOADING THE FINAL VERSION OF THE PAPER**

- Access to the OCS system (you can use the links included in this email; or go to “Paper list”, select “+” and then the green button “Final Upload”).
- Go to “Reportlist” section, where the “Review Report” are available (directly and/or including a correction file). Reviewers’ reports are also appended below.
- Revise/improve your paper according to reviewers’ suggestions/requirements. The established template and format requirements must still be followed. Authors are requested to upload the responses to reviewers’ comments and signed copyright form through following link. **Without these documents, final version of the manuscript will not be processed further.**

<https://forms.gle/qXzXu9vJ7pfEZ2Xc9>

- Save the final version in both .DOCX and .PDF, and then access again to the OCS system / Final Upload.
- Check the box “The paper details are up to date”. In case you update some data, please send an e-mail to [icmms@nitc.ac.in](mailto:icmms@nitc.ac.in) detailing the corresponding changes (please indicate in the subject “#ID Updated paper details”).
- Paper document (PDF)\*: select the PDF containing the final version of the paper (or “Keep existing version” if no changes were required).
- Source archive (ZIP)\*: select a ZIP file containing the final version of the paper in Word.
- Download Copyright Form the website (<https://icmms2022.nitc.ac.in/>). Fill in it and sign.
- Copyright form\*: select the signed Copyright form\*.
- Click “Upload”.