

IEEE PDF Express File Conversion

Follow the guidelines below for a valid pdf conversion of your paper manuscript using IEEE PDF Express.

IEEE PDF eXpress is a free service to IEEE conferences, allowing their authors to make IEEE Xplore-compatible PDFs (Conversion function) or to check PDFs that authors have made themselves for IEEE Xplore compatibility (PDF Check function).

1. Access the IEEE PDF eXpress site (Login Website: http://www.pdf-express.org)

| First-time users: | Previous users, but using it the first time for a new | Returning users: | |
|-----------------------------|---|-----------------------|--|
| | conference: | | |
| | | | |
| | | | |
| a. Click "New Users – | a. Enter ECCE11wkx for the Conference ID, your | a. Enter ECCE11wkx | |
| Click Here". | email address, and enter the password you used | for the Conference | |
| | for your old account. | ID, email address and | |
| b. Enter ECCE11wkx for | b. When you click "Login", you'll receive an error | password. | |
| the Conference ID, your | saying you need to set up an account. Simply click | | |
| email address, and choose | "Continue". By entering your previously used email | | |
| a new password. Continue | address and password combination, you will | | |
| to enter information as | enable your old account for access to this new | | |
| prompted. | conference. | | |
| c. Check that the contact | c. You will receive online and email confirmation of | on of | |
| information is still valid, | successful account setup. | | |
| and click "Submit". | d. You will receive online and email confirmation of | | |
| | successful account setup. | | |

- 2. For each conference paper, click "Create New Title".
- 3. Enter identifying text for the paper (title is recommended but not required)

- 4. Click "Submit PDF for Checking" or "Submit Source Files for Conversion"
- Indicate platform, source file type (if applicable), click Browse and navigate to file, and click "Upload File". You will receive online and email confirmation of successful upload.
- You will receive an email with your Checked PDF or IEEE PDF eXpress-converted PDF attached. If you submitted a PDF for Checking, the email will show if your file passed or failed.

If the pdf conversion fails, follow the guidelines below:

| Options | If the PDF submitted fails the | If you are not satisfied with the | If the PDF submitted |
|----------|--|--|---------------------------|
| (choose | PDF check: | IEEE PDF eXpress-converted | passed the PDF Check, |
| one) | | PDF: | or you are satisfied with |
| | | | your IEEE PDF eXpress- |
| Option 1 | Submit your source file for | Resubmit your source file with | converted PDF: |
| | conversion by clicking <u>Try</u> | corrections (Try again, then | |
| | again, then Submit Source | Submit Source Files for | |
| | Files for Conversion | Conversion) | |
| | | | |
| Option 2 | Read the PDF Check report, | Submit a PDF by clicking <u>Try</u> | Submit your IEEE Xplore |
| | then click "The PDF Check | again, then Submit PDF for | compatible PDF [per the |
| | Report" in the sidebar to get | Checking | conference's |
| | information on possible | | instructions]. |
| | solutions | | |
| Option 3 | "Request Technical Help" through your account | "Request a Manual Conversion" through your account | |