


Tutorial for submitting abstracts and papers

At the webpage <http://isdrs2016.exordo.com>, introduce your e-mail address



22nd International Sustainable
Development Research Society
Conference

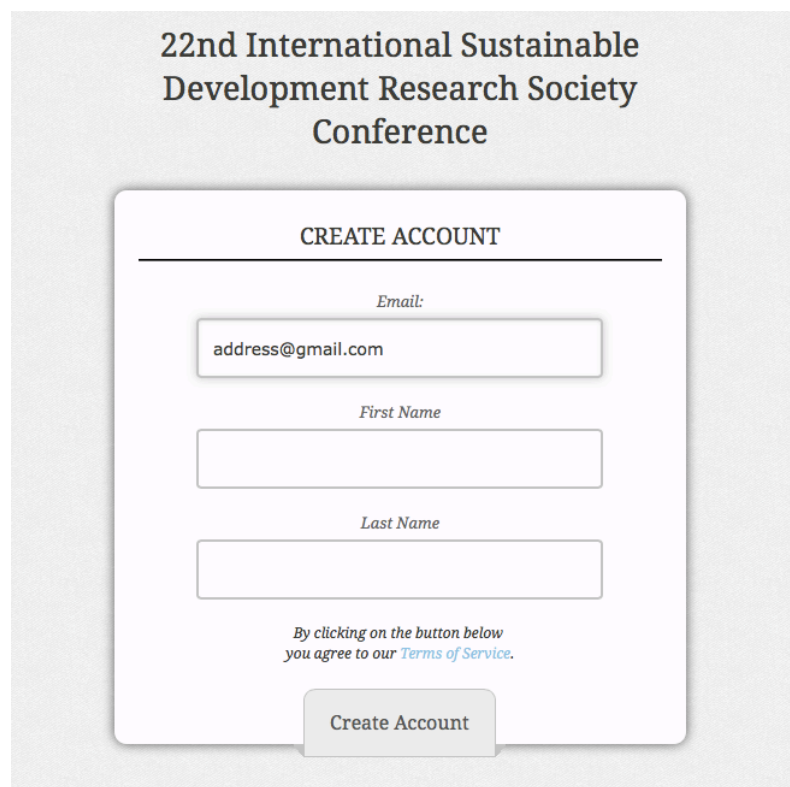
CREATE AN ACCOUNT / LOG IN

Email:

Log In

SUPPORT **Ex Ordo** BLOG

In case your e-mail address has not been registered before, the following fields appear automatically:



22nd International Sustainable
Development Research Society
Conference

CREATE ACCOUNT

Email:

First Name

Last Name

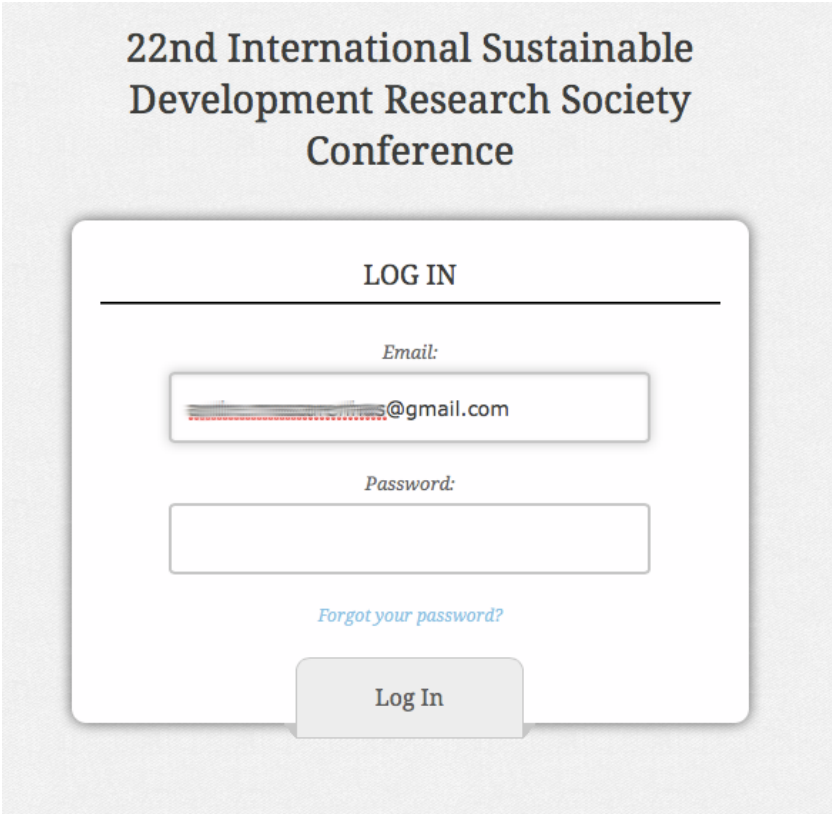
By clicking on the button below
you agree to our [Terms of Service](#).

Create Account

22nd International Sustainable Development Research Society Conference

<http://isdrs2016.exordo.com>

In case you are already registered at the Ex Ordo system, at the page <http://isdrs2016.exordo.com> you should first write your e-mail address in the respective field (the same address you used for your first registration) and only afterwards will appear automatically the field to insert your password.



22nd International Sustainable
Development Research Society
Conference

LOG IN

Email:

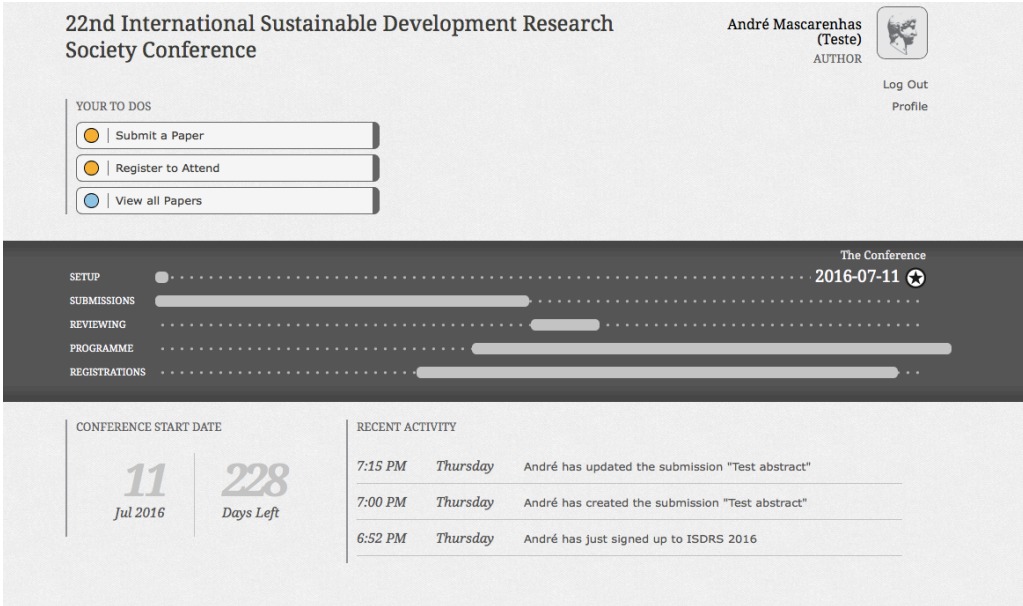
s@gmail.com

Password:

[Forgot your password?](#)

Log In

After logging in, the following page appears:



22nd International Sustainable Development Research Society Conference

André Mascarenhas (Teste)
AUTHOR

Log Out Profile

YOUR TO DO'S

- ☐ Submit a Paper
- ☐ Register to Attend
- ☐ View all Papers

SETUP ☐ SUBMISSIONS ☐ REVIEWING ☐ PROGRAMME ☐ REGISTRATIONS ☐

The Conference 2016-07-11

CONFERENCE START DATE

11 Jul 2016 228 Days Left

RECENT ACTIVITY

- 7:15 PM Thursday André has updated the submission "Test abstract"
- 7:00 PM Thursday André has created the submission "Test abstract"
- 6:52 PM Thursday André has just signed up to ISDRS 2016

22nd International Sustainable Development Research Society Conference

<http://isdrs2016.exordo.com>

Under *Your To-Do's* click at *Submit a paper*. The next page will open:

The screenshot shows the 'NEW SUBMISSION' page. At the top, there's a navigation bar with 'Active ToDo' and 'Submit a Paper' links, and a 'BACK TO DASHBOARD' button. Below this is a progress bar for 'The Conference 2016-07-11' with a star icon. The main content area is titled 'NEW SUBMISSION' and contains a 'Guide for Authors'. The guide states: 'Submitted abstracts should be limited to 300 - 500 words and should be written in one single paragraph, covering the following aspects:'. It lists the following aspects: 'Background context', 'Justification of the research / research argument', 'Aim', 'Methods/approach', 'Findings/results', and 'Conclusions'. It also says: 'After the abstract, please add a list of keywords (up to 5)'. At the bottom of the guide, there are two buttons: 'Skip' and 'Start Workflow'. On the left side, there's a sidebar with 'My Submissions' and 'New Submission' buttons. Below these are four steps: 'STEP 1. Format', 'STEP 2. Title & Abstract', 'STEP 3. Authors', and 'STEP 4. Topics'. The 'Format' step is currently selected.

You need to follow the steps that appear on the left side:

Step 1. Format:

Choose in the field of the middle if your presentation will be an oral or poster presentation, and click on *Done – go to the next step*.

The screenshot shows the 'FORMAT' page. It has the same navigation bar and progress bar as the previous page. The main content area is titled 'FORMAT' and contains the question: 'Which presentation format would you prefer?'. There are two radio buttons: 'Oral' (which is selected) and 'Poster'. At the bottom of the form, there is a button labeled 'Done Go To The Next Step'. On the left side, the sidebar is the same as in the previous page, but now 'STEP 1. Format' is selected and highlighted with a green dot.

Step 2. Title & Abstract:

In the field that appears in the middle of the screen, add the title of your presentation.

Add then your abstract with a max. of 500 words that should cover, in one single paragraph, the following aspects as indicated the conference webpage:

- Background context
- Justification of the research / research argument
- Aim
- Methods/approach
- Findings/results
- Conclusions

After the single paragraph containing your abstract, you should present up to five key words.

Then click on *Done- go to the next step*.

The screenshot displays the 'TITLE & ABSTRACT' step of the submission process. On the left, a vertical sidebar shows a progress indicator with five steps: 'My Submissions', 'New Submission', 'STEP 1. Format', 'STEP 2. Title & Abstract' (the current step), 'STEP 3. Authors', and 'STEP 4. Topics'. The main area is titled 'TITLE & ABSTRACT' and contains two input fields: 'Title' with the placeholder 'Insert the title here' and 'Abstract' with the placeholder 'Insert the abstract here'. At the bottom of the abstract field, it says 'You have 496 words remaining.' A 'Done' button with the text 'Go To The Next Step' is located at the bottom right of the main area.

Step 3 “Authors”:

Select first, in the field of the middle, whether the submission is a student submission or not.

Then fill in the fields for the corresponding author:

- Title (choose from list)
- Affiliation (the organization you belong to)
- Country (choose from list)

Add remaining co-authors if applicable. By default, the Ex Ordo system considers the first author as the corresponding author who also will present the work. These settings can be changed if they are applicable to your case. Choose the tools at the right side of the screen if you want to change the

default settings.

After having inserted all authors, click on *Done – go to the next step*.

The screenshot shows a web interface for submitting a paper. On the left is a sidebar with a vertical list of steps: 'My Submissions', 'New Submission', 'STEP 1. Format', 'STEP 2. Title & Abstract', 'STEP 3. Authors', and 'STEP 4. Topics'. The 'Authors' step is currently active. The main content area is titled 'AUTHORS' and contains the question 'Is this a student submission?' with radio buttons for 'Yes' and 'No' (selected). Below this is the instruction 'Please nominate all the authors that contributed to this submission below.' There is a list of authors: '1. André Mascarenhas (Teste) FCT' with checkboxes for 'Corresponding Author' and 'Presenting Author' (both checked). To the right of this entry are three icons with labels: 'Re-order', 'Edit Author', and 'Remove'. Below this is a second entry: '2. Add a Second Author'. At the bottom of the main area is a button labeled 'Done' with the text 'Go To The Next Step' underneath it.

Step 4 “Topics”:

Here, all the conference’s tracks will appear on the right side. (The detailed information about the tracks and respective chairs can be found at <http://www.isdrsconference.org/page/29/themes-and-tracks/>). Choose the track where your work fits best.

If you intend to submit your work to the Luso-Brazilian symposium (a pre-event held in Portuguese only), you need to select the first option:

“1º Simpósio Luso-Brasileiro: Modelos e Práticas de Sustentabilidade (trabalhos submetidos em Português)”

In all other cases, select one of the tracks associated to the main conference (all held in English).

You can only choose one topic for each work submitted.

At the end, click on *Done – save submission*.

You can make changes to your submissions at any time by clicking ‘*Edit*’, or submit a new paper, by clicking on ‘*new submission*’, or if you want to remove the submission you can also click in “*Withdraw*”.

You will receive a proof of your submission by e-mail.

22nd International Sustainable Development Research Society Conference

<http://isdrs2016.exordo.com>

My Submissions

New Submission

STEP 1. Format

STEP 2. Title & Abstract

STEP 3. Authors

STEP 4. Topics

TOPICS

Please choose one topic from the list of topics below. If none of the topics below suit your submission, please choose the nearest applicable topic and contact the chair for further advice.

1º Simpósio Luso-Brasileiro — Pre-Conference Event: 1st Portuguese-Brazilian Symposium

☒ 1º Simpósio Luso-Brasileiro: Modelos e Práticas de Sustentabilidade (trabalhos submetidos em Português)

Special Tracks for this 2016 Conference

☒ A. Adaptive Sustainability Policies and Models in Changing Contexts

☒ B. Oceans and Marine Sustainability: Innovation and Management

☒ C. Sustainability Knowledge Sharing: from Individuals to Countries

☒ D. African Perspectives on the Old and New World Challenges for Sustainable Development

1. Sustainable Development Science

☒ 1a. Sustainable Development Science: Fundamental Concepts