



## GUIDELINES FOR SUBMISSION OF COMMUNICATION PROPOSAL

The Organizing Committee of the 4th Portuguese-Spanish Hydrography Conference (4JLEH) invites you to submit a Communication Proposal (Abstract), with a maximum of 150 words.

The Communication Proposal, written in Portuguese, Spanish, or English, must be submitted through the EasyChair conference management platform, available at:

<https://easychair.org/conferences/?conf=4jleh>

The person responsible for the submission must be registered on the EasyChair platform. If they are not registered on EasyChair, they can use the link above or visit <http://www.easychair.org> to create an account by clicking on the "Create an account" link.

Email:

Password:

[Log in](#)

Useful links:

- [Forgot your password?](#)
- [Create account](#)
- [Problems to log in?](#)

Thus, during the submission process of the Communication Proposal on EasyChair, authors must:

- 1) Associate their registration with the 4JLEH;
- 2) Submit the Communication Proposal for approval.

### 1. Associate your registration with the 4JLEH

The first time you make a submission, you will need to associate your EasyChair registration with the 4JLEH account, which has already been created on this platform. To do this, go to the page <https://easychair.org/conferences/?conf=4jleh>, where you will enter your registration details (Email and Password). You only need to do this registration

once.

## **2. Submit the Communication Proposal for approval**

To submit a Communication Proposal to the 4JLEH account, you must log in to the page mentioned earlier and choose "Make a new submission." On the new page, you will need to fill in the following fields:

- Author details (indicate the corresponding author and the presenter);
- The title of the communication;
- The abstract (maximum 150 words);
- Keywords;
- Topic(s); and
- The presentation format (oral or poster).

Then click the button to submit (submit) only once.

Each author, regardless of the number of works they participate in, can only make two oral presentations.

All Communication Proposals will be evaluated by the Scientific Committee, which will inform you of the decision.

If the Communication Proposal is accepted, authors will be invited to submit the Extended Abstract, in accordance with the guidelines and deadlines set for this purpose.

Any questions related to the submission process or the use of the EasyChair platform can be clarified by contacting [jornadas@hidrografico.pt](mailto:jornadas@hidrografico.pt).

**More information at** <https://www.hidrografico.pt/atividade/4jleh/>.