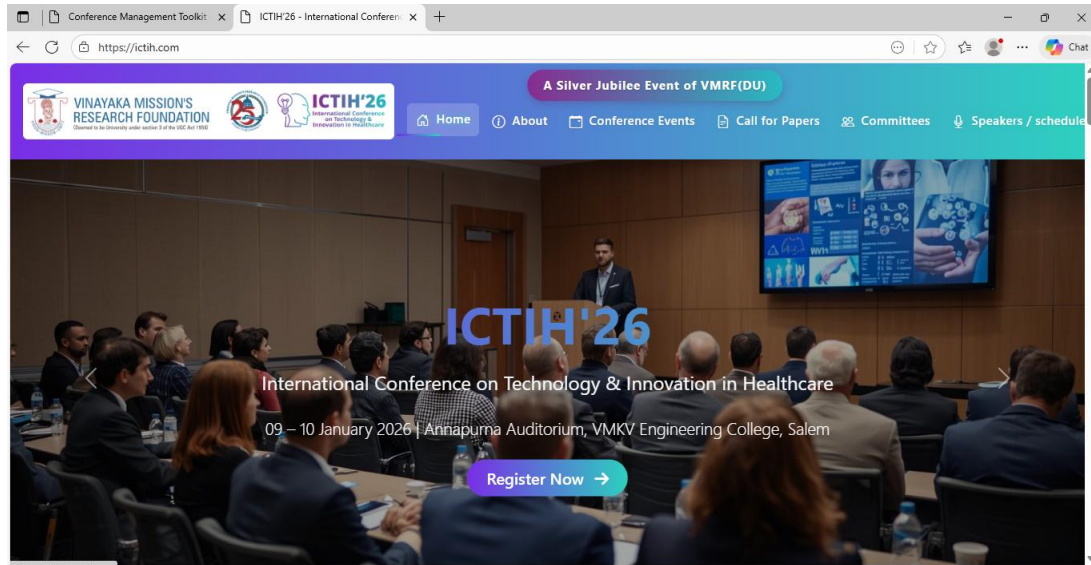


## ICTIH-2026 Paper Submission Process Guide

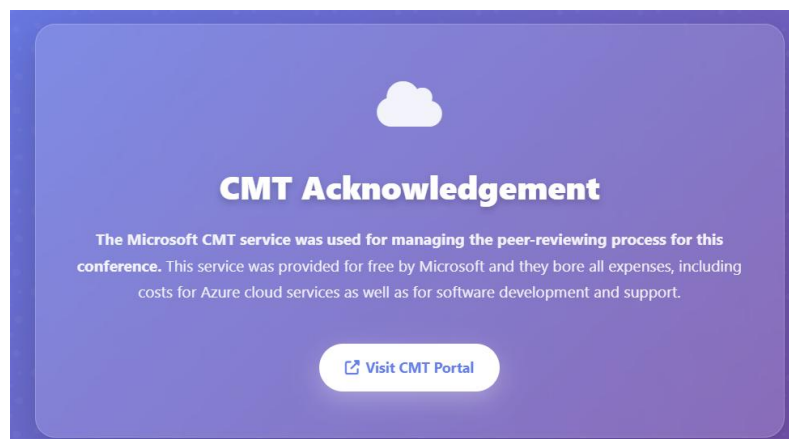


### Step 1: ICTIH'26 Website Registration

1. Open the ICTIH'26 official website: <https://ictih.com>.
2. Navigate to the **Registration** section: <https://ictih.com/registration#registration-form>.
3. Fill in all the required details in the registration form (Name, Affiliation, Email, Category, etc.) and submit the form.
4. Ensure that you receive an **on-screen success message** or a **confirmation email** indicating successful completion of your conference registration.

### Step 2: Move to Call for Papers and Access CMT

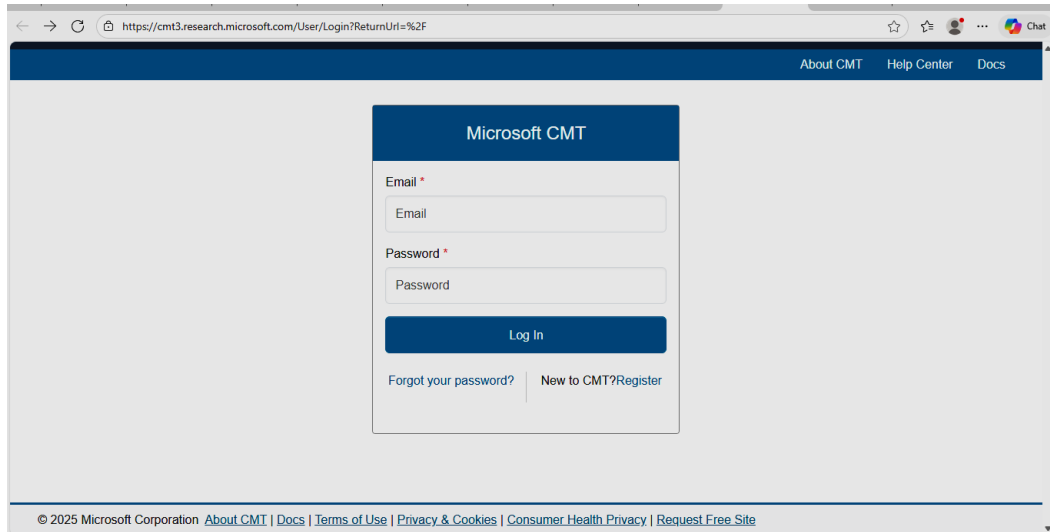
1. After completing your conference registration, open the **Call for Papers** page: <https://ictih.com/call-for-papers>
2. Scroll down to the section titled "**CMT Acknowledgement**" or any section providing information about the **Microsoft Conference Management Toolkit (CMT)**.
3. Click the "**Visit CMT Portal**" (or similar) link provided. This will take you to the official **CMT submission portal** for ICTIH'26.



### Step 3: Log in or Create a New CMT Account

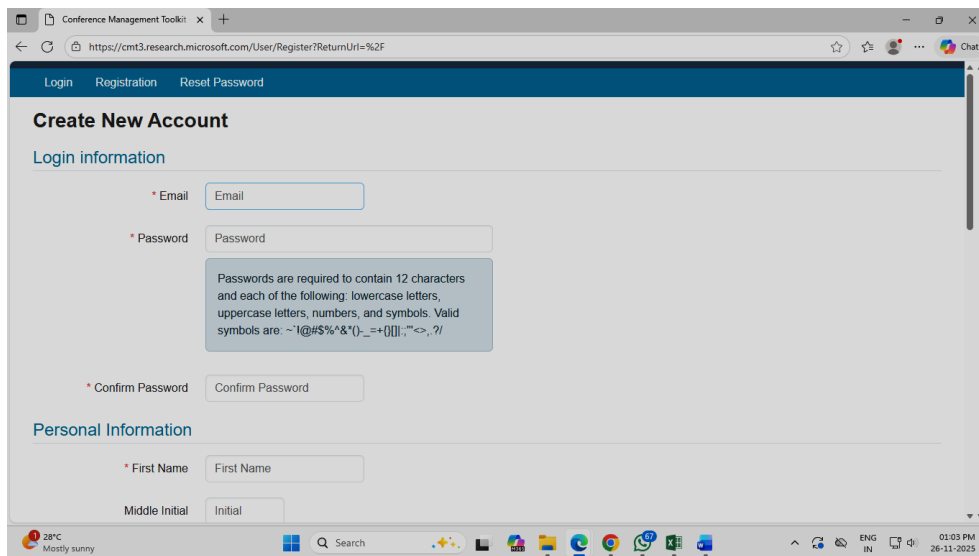
#### If you already have a CMT account:

- Log in using your existing credentials and proceed with paper submission under the ICTIH'26 conference.

A screenshot of a web browser showing the Microsoft CMT login page. The URL in the address bar is https://cmt3.research.microsoft.com/User/Login?ReturnUrl=%2F. The page has a dark blue header with links for 'About CMT', 'Help Center', and 'Docs'. The main content area is light gray and contains a white box with the 'Microsoft CMT' logo. Below the logo are input fields for 'Email' and 'Password', both marked with a red asterisk. A blue 'Log In' button is positioned below these fields. At the bottom of the box are two links: 'Forgot your password?' and 'New to CMT? Register'. The footer of the page includes copyright information for 2025 Microsoft Corporation and several links: 'About CMT', 'Docs', 'Terms of Use', 'Privacy & Cookies', 'Consumer Health Privacy', and 'Request Free Site'.

#### If you need to create a new CMT account:

1. On the CMT login page, click **“Register”** below the Log In button.
2. The **“Create New Account”** form will open.

A screenshot of the Microsoft CMT 'Create New Account' registration form. The browser's address bar shows the URL https://cmt3.research.microsoft.com/User/Register?ReturnUrl=%2F. The page has a dark blue header with tabs for 'Login', 'Registration', and 'Reset Password'. The main heading is 'Create New Account'. Under the 'Login information' section, there are input fields for 'Email' and 'Password', both marked with a red asterisk. A password requirement box states: 'Passwords are required to contain 12 characters and each of the following: lowercase letters, uppercase letters, numbers, and symbols. Valid symbols are: ~!@#\$%^&\*()\_-=+[]{}|;:,\">.?''. Below this is a 'Confirm Password' field, also marked with a red asterisk. The 'Personal Information' section includes fields for 'First Name', 'Middle Initial', and 'Initial', all marked with a red asterisk. The Windows taskbar at the bottom shows the date as 26-11-2025 and the time as 01:03 PM.

### Step 4: Fill the “Create New Account” Form

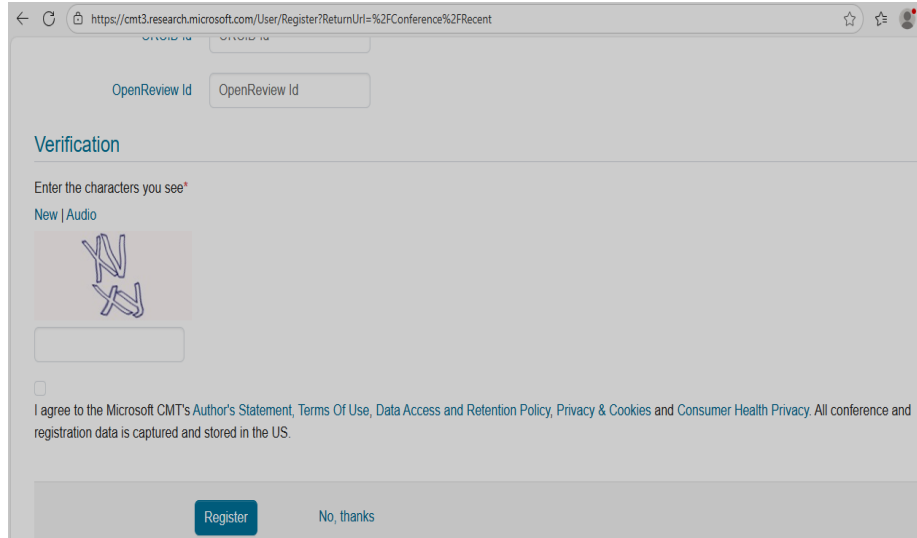
Fill in all required fields (marked with \*), such as:

- First Name
- Last Name
- Organization (College/University/Institute)
- Country/Region
- Email (This becomes your CMT login ID)
- Password & Confirm Password

**Note:** Fields like Google Scholar ID, Semantic Scholar ID, DBLP ID may appear but are **optional**, unless specifically required by the conference.

### Step 5: Accept Terms, Complete CAPTCHA, Submit

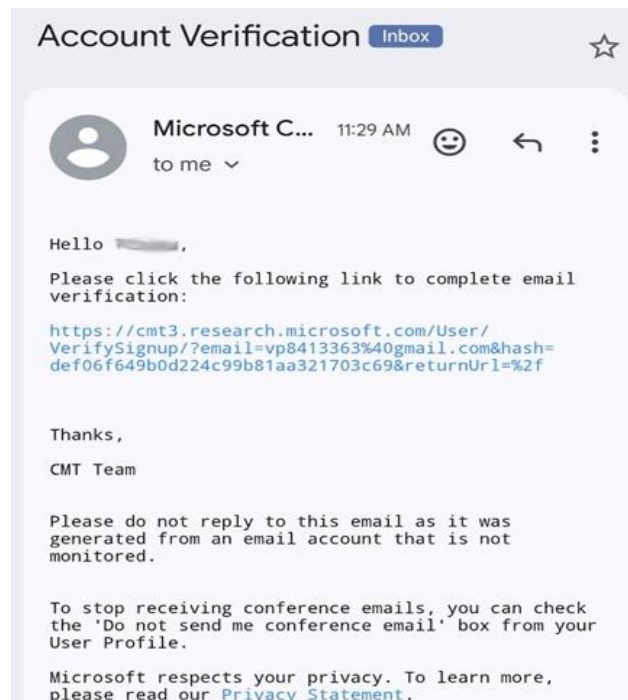
1. Enter the characters shown in the CAPTCHA box.
2. Tick **“Agree to Terms of Use”**.
3. Click **“Register”** to create your CMT account.



The screenshot shows a web browser window with the URL <https://cmt3.research.microsoft.com/User/Register?ReturnUrl=%2FConference%2FRecent>. The page has a header with "OpenReview Id" buttons. Below is a "Verification" section with the text "Enter the characters you see\*". There is a "New | Audio" link and a CAPTCHA image showing the characters "XN". Below the CAPTCHA is an empty input field. At the bottom of the verification section is a checkbox and the text: "I agree to the Microsoft CMT's [Author's Statement](#), [Terms Of Use](#), [Data Access and Retention Policy](#), [Privacy & Cookies](#) and [Consumer Health Privacy](#). All conference and registration data is captured and stored in the US." At the very bottom are two buttons: "Register" and "No, thanks".

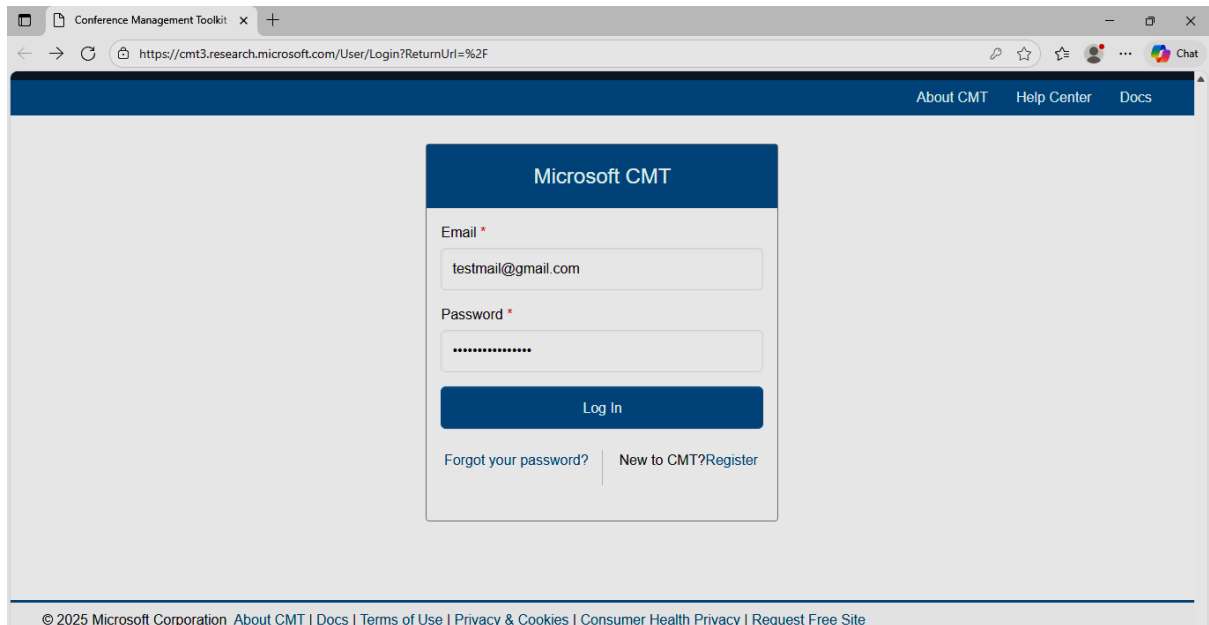
### Step 6: Email Verification

1. Check your email inbox (and spam folder) for a verification email from CMT.
2. Click the **verification link** inside the email.
3. You will be redirected to an **Account Verification** page confirming that your CMT account is activated.



## Step 7: Log in to CMT

1. Visit: <https://cmt3.research.microsoft.com/User/Login>
2. Enter your verified Email and Password.
3. Click **Log In** to open your CMT homepage.



The screenshot displays the Microsoft CMT login interface. At the top, there's a navigation bar with links for 'About CMT', 'Help Center', and 'Docs'. The main content area features a login form with the following elements:

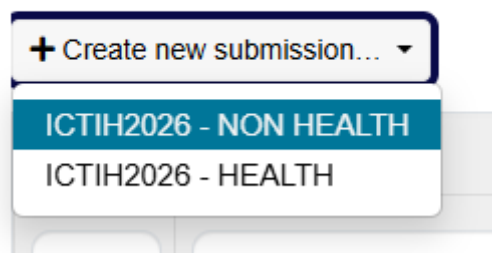
- Microsoft CMT** header
- Email \*** input field containing 'testmail@gmail.com'
- Password \*** input field with masked characters
- Log In** button
- Links for [Forgot your password?](#) and [New to CMT? Register](#)

The footer contains copyright information: © 2025 Microsoft Corporation, along with links to [About CMT](#), [Docs](#), [Terms of Use](#), [Privacy & Cookies](#), [Consumer Health Privacy](#), and [Request Free Site](#).

## Step 8: Select ICTIH'26 Conference and Create Submission

1. In your CMT dashboard, find the conference name:  
**“INTERNATIONAL CONFERENCE ON TECHNOLOGY & INNOVATION IN HEALTHCARE”**
2. Under the **Author Console**, click **+ Create New Submission**.
3. Select the appropriate track:
  - **ICTIH2026 – NON HEALTH**
  - **ICTIH2026 – HEALTH**

## Author Console



The screenshot shows the 'Author Console' dropdown menu. The menu is open, displaying the following options:

- + Create new submission...** (with a dropdown arrow)
- ICTIH2026 - NON HEALTH** (highlighted in blue)
- ICTIH2026 - HEALTH** (highlighted in white)

## Step 9: Fill in Submission Details

Submissions

Contact Chairs Help Center Select Your Role : Author ICTIH2026 Vishnu K

### Create New Submission

Welcome to ICTIH 2026. Submit your abstracts well within the timeline

Track: ICTIH2026 - HEALTH

TITLE AND ABSTRACT

\* Title

Title

\* Abstract

Please fill in this field.

- On the **Create New Submission** page:
  - Enter **Paper Title**
  - Enter **Abstract**
  - Add co-authors using the **+ Add** button
  - Choose the appropriate **Subject Area** (HEALTH / NON HEALTH)
- Upload your manuscript:  
**Accepted formats: DOC, DOCX, PDF**
- Under **Additional Questions**, tick **"I Agree"** (or required declarations).
- Click **Submit**.

SUBJECT AREAS\*

☐ HEALTH

☐ NON HEALTH

FILES

You can upload from 1 to 3 files. Maximum file size is 10 Mb. We accept doc, docx, pdf formats.

Drop files here

-or-

Upload from Computer

ADDITIONAL QUESTIONS

1. Enter your Title here \*

Enter your abstract here within 2000 words

☐ I agree

Submit

Cancel

### Step 10: Confirmation

- After successful submission, you will receive a **confirmation email from CMT** for your paper submission.

