

## I. New account registration

If you do not have an EDAS account, please create the account by following the steps below.

1. Access “EDAS info”

<https://www.edas.info/>

2. Click “create a new account”

**EDAS Login**

Your email address

Password

Log on

If you cannot remember your password, you can reset your password.

If you do not have an EDAS login, you can create a new account.

EDAS uses cookies to keep you logged in.

If you have difficulties, please contact [help@edas.info](mailto:help@edas.info). Documentation and other background information can be found [here](#).

3. Fill your information

**Create new account**

Create a new EDAS account:

Only the fields marked with a red star (name, affiliation, country, email, status) are required. You may skip all other input fields.

**Name**

\*Title -- choose salutation --

First name (please spell out, i.e., Jane instead of J.)

Middle initial, if any

\*Last name (mixed case, i.e., Smith instead of SMITH)

Suffix, such as Jr. or III

**Affiliation**

\*Status (for statistics and registration options) -- invalid --

\*Current affiliation (e.g., University of Testing) or none - do NOT include street address or country

Additional affiliation (e.g., XYZ Company)

Country of second affiliation, if different (rarely used) --

Job title (e.g., Associate Professor, Senior Wizard, Research assistant)

Department

**Mailing address**

Room

Street address

P.O. box

City

If US or Australis, state; if Canada, province -- US or Australian state or Canadian province --

If outside Australia, Canada or US, province or region

Postal (zip) code, if applicable

\*Country (of current residence or affiliation) Japan

Country of citizenship (optional) -- not specified --

VAT or other tax identifier, for receipts

Preferred time zone for deadlines Asia: Japan

**Brief biography (optional)**

4. Click "Add this person"

Miscellaneous

Dietary constraints (for conferences and TPC meetings)

Special needs  Wheel chair  
 Audio  
 Video  
 Vegetarian

Other special needs

Shirt size

Statistical information

Sex (for statistics)

Reason for needing an EDAS account

I consent to the EDAS privacy policies

←

\* denotes required field

5. Make sure it is not a duplicate registration and click "add this person".

Create new account

**!** The following EDAS users with similar names exist already. Please use one of the existing entries if it is the same person. If not, check the 'This is not a duplicate' box at the bottom of the list. Do not create a new entry if the person is now at a different institution or has a different email address; rather, ask the individual to update his or her EDAS record.

EDAS ID	Name (show)	Affiliation	Email (partial)

This is not a duplicate   ←

6. If you succeed in creating a new account, you will receive an e-mail from EDAS for setting up an initial password. Please set the initial password by following the URL described in the e-mail.

差出人 help@edas.info ☆

件名 [not specified] Setting up your EDAS account password

宛先 [redacted] ☆

Dear [redacted]:

An EDAS publication management account has been created for you for one of the following reasons:

- you are a co-author of a paper;
- you are a technical program committee member;
- you will be asked to review a paper;
- you will be asked to chair a session.

The account was created for not specified by yourself with the information:  
Chuo University  
Japan

Your EDAS user name is [redacted], your EDAS ID number [redacted].

Your initial password can be set at  
[https://www.edas.info/\[redacted\]](https://www.edas.info/[redacted]) ←

You can log in at <https://edas.info>

Your EDAS account can be used for all EDAS-managed conferences and journals. You should not create a new account for each conference.

Regards,

The EDAS manager help@edas.info

\* Details: New User Registration

<https://edas.info/doc/newUser.html>