



1. **Follow link to conference from ISSTA website**, e.g. <https://easychair.org/conferences/?conf=isstasoundconf2019> if ISSTA 2019
2. **If you have an Easychair account, log in.** Proceed to step 4.
3. **If you don't have an Easychair account, create one.**
 - Pass a captcha test (prove you're not a bot)
 - Fill in personal details (including email address), then follow the link in the email which you received.
 - Log in to Easychair
4. Select **enter as an author**
5. **Fill in name, email, country details, etc.;** if independent artist, just put N A for 'organization'
6. **Add title of piece and abstract;** the abstract can be a brief, short-hand description of your piece
7. **Keywords;** this is required by the Easychair system; don't worry too much about your keywords, you could simply include a generic *sound*, *art* or *music* and *technology*.
8. **Select topic:** *music - performance* or *sound art/installation* (or a *paper*)
9. **Upload file:** create a text document (Word .doc/.docx or a .pdf) containing information about your piece, including title of piece (but not your name), a description of the project (including relevant performance/presentation requirements, including relevant text details, embedded images/diagrams relating to your piece, and links to any hosted media files (e.g. video or audio), for using your own file hosting (e.g. Google Drive, Microsoft OneDrive, Apple iCloud, Dropbox, etc.) or specialist media hosting/streaming services, e.g. Youtube or Vimeo for video, Soundcloud for audio, etc.
10. **Submit!**
11. **Queries:** contact president@issta.ie