**ICRTAC – 2023**
**IEEE Sponsored 6th International Conference on Recent Trends in Advanced Computing – 2023**
in collaboration with
**VIT Business School, Chennai**
14-15, December 2023

## Author's Instruction Guidelines

Dear Author,
Please find the schedule of "IEEE Sponsored 6th International Conference on Recent Trends in Advanced Computing – 2023" to be held during December 14-15, 2023 in Vellore Institute of Technology, Chennai. You are cordially invited to attend and present your contribution.

Presentation guidelines:

1. **The online presenters can attend the Inaugural, Keynote, paper presentation and valedictory sessions via online using Zoom platform.**
   **Join Zoom Meeting for online**
   **https://zoom.us/j/93956075367?pwd=bXhpcU9BZjB3bHNXUit4MGNBNHo4UT09**

   **Meeting ID: 939 5607 5367**
   **Passcode: 638109**

   **The offline presenters can come to the venue directly to Admin Block,5th Floor ,VOC Auditorium, VIT Chennai**

2. All the authors of the papers can participate in the conference (All the authors will receive e- certificates).

3. **The authors must join at least 10 minutes prior to the start of the session**.

4. The presentation by the author should be for maximum of 10 minutes followed by 5 minutes Q&A. Please strictly adhere to the timings mentioned in the schedule.

5. **If paper is not presented, it will go under NO SHOW policy and will not appear in IEEE Xplore.**

6. Kindly keep alternate options for power backup and internet connectivity.

**7. It is mandatory for all the participants to attend the Inaugural ceremony, Keynote addresses of respective tracks and valedictory ceremony.**

**8.** The participants are advised strictly not to share the link of the programmes with outsiders who are not associated with ICRTAC-2023.

**9.** In case of any emergency, contact the mobile number provided below. Don't call Conference Chairs unnecessarily unless it is important.

     Dr. J.V .Thomas Abraham : +91 9176864924   Dr. R.Vedhapriyavadhana: +91 9943687886

**10.   Participants must login using laptop / desktop and should have their PowerPoint presentation ready.**

**11.    This email id has to be used while logging into zoom for presenting their paper in the conference.**

**12.   Both online and offline presenters will be provided their respective track details in advance. After logging into zoom, the online presenters should rename their zoom participant name.**

     **<span style="color:red">TRACKID_PAPERID_ParticipantName</span> using the rename option. Eg:**

     **<span style="color:red">T1_10_AUTHORNAME</span>**

**13.   If by any means, the participants get disconnected from zoom, they need to re-login with the same email id used earlier and rename their zoom participant name**
     **<span style="color:red">TRACKID_PAPERID_ParticipantName</span> using the rename option.**
     **The conference team will reassign them into the respective tracks.**

**14.** Follow this link to join our WhatsApp group  https://chat.whatsapp.com/DnvP9goqwd24PDqvVDxvkF

**15.** The conference team wishes all the authors for a pleasant experience and also requests you to follow the guidelines to make this event a grand success. We look forward for your active participation in the conference.

Regards

ICRTAC'23 Team