The TTP additional instructions are:

Watch a video on how to submit on TTP webpage: https://www.scientific.net/ForPublication/SystemGuide

To watch the video, please click the <u>Video guide</u> link below the corresponding name of the tool.

Additionally, below you will find simplified instructions how to submit paper. To submit the paper, authors should go to SUBMIT PAPER menu in Author tool and complete 7 simple steps of paper submission that goes one by one.

- **1 Step**. In the very first menu called '**1. Title**' select the title you want to submit paper to by ticking the corresponding radio-button and pressing **CONTINUE** button. System automatically will redirect you to the step 2.
- **2 Step**. In configurations of the menu '**2. Edit Paper**', upload PDF and DOC files of manuscripts by pressing **BROWSE** button. In the pop-up window you will be suggested to select the file from your computer. Find the needed file on your computer, select it and press **Open** button. Press UPLOAD button once files are browsed. Go to
- **3 Step**. After files are uploaded switch to menu 'Edit Authors' and, ONLY if there is a need, add authors who took part in creating the article by clicking ADD NEW button and following further steps to search the author. If an author you want to add is already registered in our system, you will be suggested to set the author from existing list. If author does not exist, you will be suggested to register new author. For this it will be required to fill in the form with the author's data.
- **4 Step**. After authors menu is verified, check data in menu '4. Edit Keywords'. If all is correct, follow to further step. If you want to add more keywords, type the text in a text area and press ADD button.
- **5 Step**. Go to menu '**5. Reference**' and check the list of references that is taken from the manuscript you uploaded on Step 2. If the list is correct, press **APPROVE** button.
- **6 Step**. Go to menu '**6. Copyright Agreement**' and get unacknowledged with statements of copyright agreement. Then, tick one of the radio-buttons below the text of the agreement which are:

Author's own work

U.S. Government work

Work made for hire

Tick check-box of in front of the text "I confirm that I have been entitled by all authors to sign this Agreement on their behalf" and press ACCEPT button.

7 Step. Go to menu '**7. Checklist**'. Tick check-boxes for statements that describes actions you completed. It is to verify and confirm that all mandatory actions were completed in the system. Press **SUBMIT** button after all required points are checked.