IEEE Region 10 Event Funding Portal

User Guide

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IEEE Region 10 Event Funding Portal is an integrated comprehensive management service that consolidate multiple events in Region 10 and enables OUs to view and submit proposals for R10 events which are organized and led by multiple R10 Chairs, at any given time.

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Main Page

Where it all starts. You can access it via https://events.ieeer10.org/
Articles

In this page, you can see all articles related to Events Submission. You can search the article by clicking on the “magnifying glass” icon. R10 Chairs will publish their guidelines in this menu.

Contact

This link will redirect you to IEEE Region 10 main contact page. You can use the contact form to contact IEEE R10 website admin regarding Events Submission website, such as: make your user account “verified” or asking about your submission progress.

Register

This page is used for registration purposes.
Login

Click this menu to login to the website.

Profile Settings

Can be accessed using this URL: https://events.ieeer10.org/user/default/index
This page is used for managing your own profile such as photo, full name, IEEE Membership Number and IEEE Section. You can change your password via this page.
Profile Settings

Picture

Firstname
Ahmad

Middlename

Lastname
Zaenuri

IEEE Membership Number

IEEE Section

Locale
English (US)

Gender
Male

Account Settings

Username
chmdznri

Email
ochmad.zaenuri@hotmail.com

Password

Confirm Password

Update
Submission

This menu will show up to you after successfully logged in to the website. In this page, you can manage your existing submission (editing, checking the status, claim request, etc.).

**Note:** only “verified” users are able to create a new submission.

You can see lists of available “call for event” that accept submission in the frontpage. Click on one the available “call for event” and you may begin to submit your proposals.
Example: You click on an event “LM Workshop on TENSYMP” provided by R10 Life Member. Then it will appear as in the screenshot below, the details of events. You can start submission by clicking “Submit Proposal”.

You can start writing the details of your proposal here.
After entering the details of your submission, then click “Next” it will appear as the below screenshot. If you want to update your entry, you can click “Update”.

ID: 74
Created By: UserA
Updated By: UserA
Event Type: LM Workshop on TENSYP
Title: Interactive Mentoring Workshop for LM
Description: Just for testing
Start Time: Jan 2, 2021, 12:00:00 AM
End Time: Feb 27, 2021, 12:00:00 AM
Location Name: Ball
Location City: Kota Semarang
Organization Unit Type: Section
Organization Unit Name: Indonesia Section
You can attach some required documents here, click “Create Event Attachment”.

If the event needs an endorsement, you can click “Request Endorsement”
Type the endorser’s email address, so that this endorsement will go to the endorser’s email.

In the endorser’s email address, he/she will receive the following email. The endorser can continue clicking the link that appeared in the email.

IEEE-R10 Events Submission: Submission endorsement request

events@ieee10.org

To: me

Hello Kumaringah, user UserNia (kumaringah.k.id@ieee.org) is asking your endorsement to his/her proposal submission.

- Title: Interactive Mentoring Workshop for LM

For this event type:

- Name: LM Workshop on TENSymp
- Description: This is just for test

Additional messages from submitter

Hi Dr Nia, I need your help to endorse my event proposal submitted to LM Workshop

To confirm the endorsement, please access this link: https://events.ieee10.org/event-endorsement/confirm?id=5&code=8RwiEeoUQ3v

Reply
Forward
After clicking the link, the endorser may write a message in the endorser box. Then click “Endorse!”

The notification that endorsement request was successfully confirmed, appeared on the top left (green color)
Users can write something in the “Note”. The Note will be read by the respective R10 Chair.

After all entries have been completed, user can click “Submit for Review” in the “Detail” tab and the event status will change into “Submitted”
<table>
<thead>
<tr>
<th>Created By</th>
<th>UserNo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Updated By</td>
<td>UserNo</td>
</tr>
<tr>
<td>Event Type</td>
<td>LM Workshop on TENSYMP</td>
</tr>
<tr>
<td>Title</td>
<td>Interactive Mentoring Workshop for LM</td>
</tr>
<tr>
<td>Description</td>
<td>Just for testing</td>
</tr>
<tr>
<td>Start Time</td>
<td>Jan 2, 2021, 12:00:00 AM</td>
</tr>
<tr>
<td>End Time</td>
<td>Feb 27, 2021, 12:00:00 AM</td>
</tr>
<tr>
<td>Location Name</td>
<td>Bali</td>
</tr>
<tr>
<td>Location City</td>
<td>Kota Semarang</td>
</tr>
<tr>
<td>Organization Unit Type</td>
<td>Section</td>
</tr>
<tr>
<td>Organization Unit Name</td>
<td>Indonesia Section</td>
</tr>
<tr>
<td>Section</td>
<td>Indonesia</td>
</tr>
<tr>
<td>Website</td>
<td>ieee.id</td>
</tr>
<tr>
<td>Contact Name</td>
<td>No</td>
</tr>
<tr>
<td>Contact Position</td>
<td>Vice Chair</td>
</tr>
<tr>
<td>Contact Email</td>
<td><a href="mailto:kumiasningsih@polines.ac.id">kumiasningsih@polines.ac.id</a></td>
</tr>
<tr>
<td>Event Status</td>
<td>accepted</td>
</tr>
</tbody>
</table>
Feedback

In this page, you can submit your feedback about this website. No need to register, if you want to only send feedback to us.

How was your experience on this website (events.ieee10.org)? Please provide your feedback below to help IEEE Region 10 create the best experience for all users of this website.

For questions, troubleshooting, or other concerns, not related to this website, please contact R10 Information Management Committee.

Are you an IEEE member?
- Yes
- No

Were you able to complete your task?
- Yes
- No

How would you rate your experience on this R10 event funding portal in comparison to other websites you typically visit?
- Very poor
- Poor
- Average
- Good
- Very good

Your comments: (what did you like or dislike during your visit, suggestions for improvement, and so on.)

I expect a response to my inquiry
- Yes
- No

Your email address

View IEEE Privacy Policy.
I have read and agree to the IEEE Privacy Policy
- Yes
- No

Captcha

Submit