

CVPR Workshops 2024 Author Submission Site Instructions

This guide is a step-by step walkthrough using the CPS Author Submission Site. If you have any questions. Please contact cps@computer.org.

Step 1: Logging In

All authors submitting a paper are required to log in. This allows the author to make revisions to their submissions after the initial upload until the author submission site is closed. To create a login:

Note: If you do not see this login box you are not on the correct site. Be sure to copy the entire URL and paste it into your browser window.



The screenshot shows a light blue background with the following text:

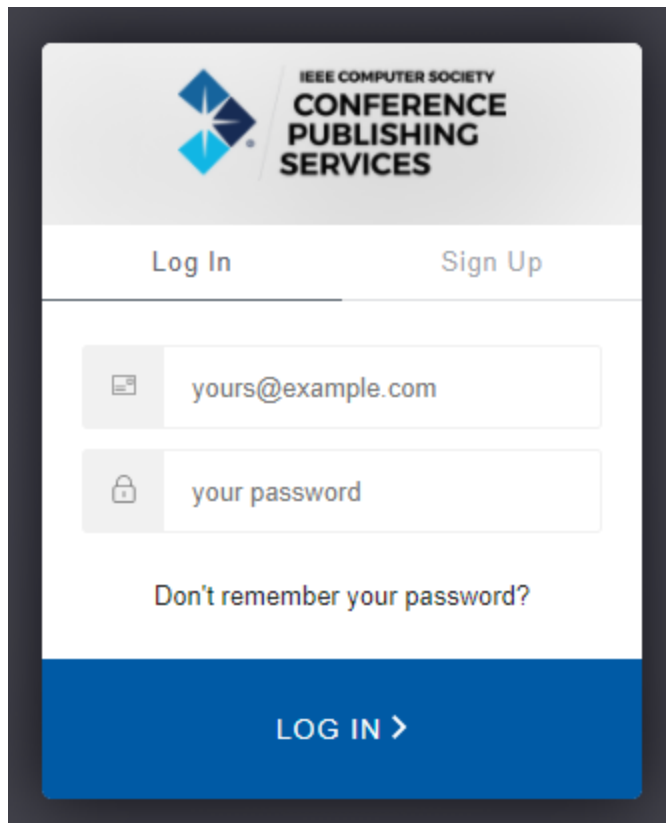
Welcome to the Author Paper Submission Site

Congratulations on having your paper accepted for publication in the proceedings of the
2024 IEEE/CVF Conference on Computer Vision and Pattern Recognition (CVPR)
to be held:
Jun 15, 2024 in Seattle

The proceedings production editor for this project is:
Cristina Ceballos
anoraklabllc@gmail.com

In the top right corner, there is a blue rectangular button with the text "Sign In" in white.

If you have previously logged into a CPS Author Submission Site, enter your email address and password.



The image shows a login form for the IEEE Computer Society Conference Publishing Services. At the top left is the IEEE logo, a blue diamond shape with a white star-like pattern. To its right, the text reads "IEEE COMPUTER SOCIETY" in a small font, followed by "CONFERENCE PUBLISHING SERVICES" in a larger, bold font. Below the logo and text are two tabs: "Log In" and "Sign Up". The "Log In" tab is selected, indicated by a horizontal line underneath it. Below the tabs are two input fields. The first field has an envelope icon on the left and contains the text "yours@example.com". The second field has a padlock icon on the left and contains the text "your password". Below these fields is the text "Don't remember your password?". At the bottom of the form is a large blue button with the text "LOG IN >" in white.

If this is your first time click Sign Up at the top of the login box. Then click SIGN UP at the bottom of the box.

IEEE COMPUTER SOCIETY
CONFERENCE
PUBLISHING
SERVICES

Log In Sign Up

yours@example.com

your password

SIGN UP >

Add your email address and choose a password. Click SIGN UP.

IEEE COMPUTER SOCIETY
CONFERENCE
PUBLISHING
SERVICES

Log In Sign Up

cps@computer.org

.....

SIGN UP >

Once you have logged in, you will see the prompt to begin PAPER SUBMISSION.

New Paper Submission for CVPR 2024			
Conference Title	Conference Acronym	Paper Submissions	Copyrights
2024 IEEE/CVF Conference on Computer Vision and Pattern Recognition (CVPR)	CVPR 2024	Open	Open

[+ Begin Paper Submission](#)

You can also review any previous submissions to this conference, along with other submissions to previous conferences. You can also see other author submission sites where you submitted a camera-ready paper.

Previous Submissions for SC 2022			
Paper Title	Conference Acronym	Copyright Status	Paper Status
Test 2021	SC 2022	Incomplete	Incomplete Edit View Copyright Video Upload Delete

Other conferences where you have submitted papers		
Conference Title	Conference Acronym	Conference Status
2021 IEEE 71st Electronic Components and Technology Conference (ECTC)	ECTC 2021	Open
2018 IEEE/ACM 8th Workshop on Irregular Applications: Architectures and Algorithms (IA3)	IA3 2018	Open
2021 IEEE Workshop on Workflows in Support of Large-Scale Science (WORKS)	WORKS 2021	Closed
2021 2nd Academic Symposium on Artificial Intelligence and Computer Engineering (AICE)	AICE 2021	Open

Step 2: Paper Preparation Information

The first part of the author submission site has information on the assigned CPS editor, paper length limits, due dates, templates, and how to access PDF eXpress.

Author Kit - Preparation Information

Author Kit - Preparation Information Progress (0%) Next →

2024 IEEE/CVF Conference on Computer Vision and Pattern Recognition (CVPR)

Preparation and Submission Information

Please review the following information before you begin the submission process. This information will always be available during the application process by clicking the link titled "Preparation Instructions" on the following pages.

Your Production Editor	Your Production Editor
Paper Specifications	The proceedings production editor for this project is listed below. Please contact your editor with any questions, comments, or concerns regarding this proceeding.
Important Deadlines	
Supplemental Materials	
Formatting Your Paper	
Paper Validation	

Name	Cristina Ceballos
Address	8605 Santa Monica Blvd. #49967 West Hollywood, CA 90069
Email	anoraklablc@gmail.com
Phone	+1 562 322 8784
Fax	+1 714 761 1784

Preparation Information navigation menu.

Your Production Editor
Paper Specifications
Important Deadlines
Formatting Your Paper
Paper Validation

Your Production Editor

This is the CPS staff member assigned to the conference proceedings. They are the point of contact for any questions or issues you run into.

Your Production Editor

Your Production Editor

The proceedings production editor for this project is listed below. Please contact your editor with any questions, comments, or concerns regarding this proceeding.

Name Cristina Ceballos

Address 8605 Santa Monica Blvd. #49967
West Hollywood, CA 90069

Email anoraklabllc@gmail.com

Phone +1 562 322 8784

Fax +1 714 761 1784

Paper Specifications

Information on paper page limits is found here. If you are not sure what category your paper falls under, please contact your assigned CPS Editor.

Paper Specifications

Paper Specifications

Page Limit:

8 pages—with additional pages allowed that contain only cited references.

To clarify, the main body of the paper, including figures, tables, equations, acknowledgments, etc., must be limited to no more than 8 pages. Additional pages may only contain cited references—not acknowledgments, appendices, supplementary material, or other text, figures, tables, etc.

File Size:

There is a strict size limit of **10 MB (10,485,760 bytes)** for PDF files in the conference proceedings.

Important Deadlines

These are important deadlines for your paper submission including final camera-ready paper and copyright due dates.

Note: Items submitted may not be included in the conference publication. The deadline is 14 April @ 11:59 pm PT.

Important Deadlines

Important Deadlines

Paper Submission Deadline

Sunday, 14 April 2024 by 11:59 pm PDT

Copyrights Due

Sunday, 14 April 2024 by 11:59 pm PDT

Supplemental Materials

This section provides requirements for supplemental file submission.

Note: You must follow these instructions to guarantee your supplemental material is included.

Supplemental Materials

Supplementary material must be submitted as a sign PDF or ZIP file of 20 MB in size or less.

Only PDF and ZIP files are allowed for supplementary material. You can put anything in this file - movies, code, additional results, accompanying technical reports—anything that may make your paper more useful to readers. If your supplementary material includes video or image data, you are advised to use common codecs and file formats. This will make the material viewable by the largest number of readers (a desirable outcome). Supplemental material does NOT need to be validated by IEEE PDF eXpress.

IMPORTANT NOTE: You must follow the correct file naming convention for your supplemental file:

- WORKSHOP-PAPER ID_supp
- Ex. ABCD-10111_supp.pdf

Formatting Your Paper

This section includes the paper templates for the conference. All submissions should be formatted in line with these templates.

Formatting Your Paper

Formatting Your Paper

Your final camera-ready paper **MUST** be formatted using the templates provided below. It is highly recommended that you proofread and check the layout of your paper BEFORE using PDF eXpress™ or submitting the final PDF version of your paper.

[Formatting Instructions](#)

Paper Validation

This contains information on validating the camera-ready PDF version of your paper. It also includes access to IEEE PDF eXpress, a tool that can validate and create IEEE Xplore digital library compliant PDF files.

Note: Do not worry if you cannot complete this step. Your PDF file will be checked for Xplore compatibility after you complete submission through the CPS Author Submission Site.

Paper Validation

Paper Validation

I would like to create my own PDF file to submit.

I would like to submit my source file to PDF eXpress® for validation and conversion.

I would like to upload my PDF to PDF eXpress® for validation.

I would like to create my own PDF file to submit.

If you would like to create your own PDF file, please change the setting on your PDF distiller to insure your paper meets IEEE PDF specifications. Basic PDF distiller settings are as follows:

- Optimized
- Acrobat 5.0 compatibility
- All graphics at least 300 dpi resolution (higher if preferred)
- All fonts must be embedded and subset
- Postscript settings do not override distiller settings
- Page size is 612.0 x 792.0 points (8.5" x 11")

Important: Authors must check their final PDF files before submission to verify that all fonts have been properly embedded and subset. Some font manufacturers now flag their fonts to not embed. These fonts must be avoided.

I would like to submit my source file to PDF eXpress® for validation and conversion.

If you would like to submit your source file to PDF eXpress® for conversion and validation, the process converts the following file types to PDF:

- Postscript
- Microsoft Word
- Freelance
- PageMaker
- FrameMaker
- Word Pro
- WordPerfect
- QuarkXpress*
- Rich Text Format
- (La)TeX (DVI and all support files required)*

* For documents created in formats that do not embed source files, include all support files with the final manuscript in a compressed archive for submission. If it is possible to embed images in the source document, you should do so to avoid potential issues, such as missing graphics.

I would like to upload my PDF to PDF eXpress® for validation.

PDF eXpress will be available for use on: [START DATE].

1. Click button to go to PDF eXpress. (PDF eXpress® will open in a new browser window)



2. Click button: "First time logging in PDF eXpress click here"
3. Enter Conference ID: 49297X
4. Enter your email address
5. Choose a password
6. Continue to enter information as prompted (You will receive an email confirming the successful creation of your account).
7. Upload either your source file or PDF file for Conversion; and/or PDF Checking
8. Use PDF eXpress to obtain an IEEE Xplore-compatible PDF file.
 - The site contains extensive instructions, resources, and helpful hints.
 - Through your PDF eXpress account, you may submit your source application files for conversion to PDF, and/or submit PDFs for checking.
 - You will have the opportunity to revise your submission if you are not satisfied with the PDF that PDF eXpress creates for you, or if the system finds problems with your paper, or if your PDF fails the PDF Check.
 - Technical support via email and telephone is available if you experience trouble in creating your PDF.
 - If there is a problem with your file, you will receive an e-mail detailing the problem(s). Otherwise the system will e-mail you a copy of your IEEE Xplore-compatible PDF file.

If you have any questions, please do not hesitate to contact your editor or the IEEE PDF help desk at pdfsupport@ieee.org. If you have technical questions regarding PDF eXpress Web site, please contact the PDF eXpress support staff at support@incontrolproductions.net.

Once you have reviewed this information, ensured your paper is in the correct template, and validated your PDF file, click Next in the top right corner to proceed to the next step.

Author Kit - Preparation Information
2020 IEEE International Conference on Quantum Computing and Engineering (ICQE)

Progress (0%)

Next →

Next



Step 3: General Paper Details

This step requires you to provide general information about your paper submission. This includes the items listed below.

Paper Details	
Paper ID	ABCD-10111
Submitter Full Name *	Patrick Kellenberger
Submitter E-mail *	pkellenberger@computer.org
Paper Title *	Approved Paper Title
Abstract *	Full paper abstract
Keywords (separated by commas)	keyword 1 ✕ keyword 2 ✕

Paper ID: The paper ID number, normally assigned through the peer review system.

Note: You must include the Paper ID that was assigned to your accepted workshop paper.

Note: Your Paper ID is assigned during the peer review process. It is not the PDF eXpress or copyright submission ID number.

Submitter Full Name: This data is carried over from the previous page. (Already present if you have completed the copyright release.)

Submitter Email: This data is carried over from the previous page. (Already present if you have completed the copyright release.)

Paper Title: The approved paper title from your CVPR Workshop 2024 submission. (Already present if you have completed the copyright release.)


Abstract: The abstract for your paper. Please make sure the abstract does not include any formatting from your paper's PDF or source file. Also, please review the submitted abstract to ensure it appears the way you prefer.

Keywords (separated by commas): Your chosen keywords associated with your paper.

Once you have completed this form and confirmed the information is correct, click Next.

Paper Details Progress (50%) 

2020 IEEE International Conference on Quantum Computing and Engineering (QCE) ← Previous **Next** →

Next 

Step 4: Full List of Authors

In this step you will provide information for each author of the paper. The required fields are:

- Author Given Name (first name)
- Another Surname (last name)
- Author Affiliation - **Note: All affiliations should only include the institution and country. Any other information, including Departments, should not be included.**
- Author Email

Note: Final author order is based on the submitted PDF file, going from the top left author to right top right author, then moving down a row in the same order. (Left to right, top to bottom.) Per IEEE Xplore requirements your author order should reflect this format. Any deviation will be overwritten in IEEE Xplore.

Note: Final author name and affiliation text will be determined by the submitted PDF file. Your metadata must match what is submitted in the PDF. Per IEEE Xplore requirements any deviations will be changed to reflect the submitted PDF file.

Note: All authors (including the submitting author) must be included in this step.

The initial Author Kit - Author screen.

Author Kit - Authors Progress (40%) ← Previous Next →

2024 IEEE/CVF Conference on Computer Vision and Pattern Recognition (CVPR)

Add Authors

Please list all authors by name, affiliation, and email. Enter the authors in the order they will appear in the paper. Author names and affiliations will appear in the printed proceedings and IEEE digital libraries as they are entered in this step and should match what is included on the submitted PDF file. Please be sure to check your author information for accuracy before submitting.

*All affiliations should only include the institution and country. Any other information, including Departments, should not be included.

Examples:

- University of New Brunswick, Canada
- Microsoft Research, China

IMPORTANT NOTICE: Final author order is based on the submitted PDF file, going from the top left author to top right author, then moving down a row in the same order (left to right, top to bottom). Per IEEE Xplore requirements your author order should reflect this format. Any deviation will be overwritten in IEEE Xplore.

IMPORTANT NOTICE: Final author name and affiliation text will be determined by the submitted PDF file. Your metadata must match what is submitted in the PDF. Per IEEE Xplore requirements any deviations will be changed to reflect the submitted PDF file.

Preparation Instructions

1	Patrick Kellenberger	+
Author		
Given Name *	<input type="text" value="Patrick"/>	
Surname *	<input type="text" value="Kellenberger"/>	
Affiliation *	<input type="text" value="IEEE, USA"/>	
Email *	<input type="text" value="cps@computer.org"/>	
ORCID ID	<input type="text"/>	

All authors must be included in this step. To add an entry of an author, clip the + button under the last author name on the left side of the form box.

Author	
Given Name *	<input type="text" value="Patrick"/>
Surname *	<input type="text" value="Kellenberger"/>
Affiliation *	<input type="text" value="IEEE, USA"/>
Email *	<input type="text" value="cps@computer.org"/>
ORCID ID	<input type="text"/>

1	Patrick Kellenberger
2	Jane Doe
+	

Author		Remove
Given Name *	<input type="text" value="Jane"/>	
Surname *	<input type="text" value="Doe"/>	
Affiliation *	<input type="text" value="CVF, USA"/>	
Email *	<input type="text" value="jane.doe@cvf.org"/>	
ORCID ID	<input type="text"/>	

Once you have added all of the authors in the correct order and verified the information, click Next.

Next →

Step 5: Final Camera-Ready PDF Submission

In this step you will submit the final PDF version of your paper, along with any other required items, such as source files for your PDF or supplemental material.

To submit any of these items, you can either drag and drop them into the correct box or click the orange error to browse for your file.

Author Kit - Paper Submission Progress (99%) ← Previous Submit →

2020 IEEE International Conference on Quantum Computing and Engineering (QCE)


Final Paper PDF File Submission

Please upload your final paper submission below.

[Preparation instructions](#)

Article PDF


Click here to select your source file.
Or drag and drop the file here.



Article PDF: Your final camera-ready PDF file (only PDF files allowed, one file only).

Article PDF


Click here to select your source file.
Or drag and drop the file here.



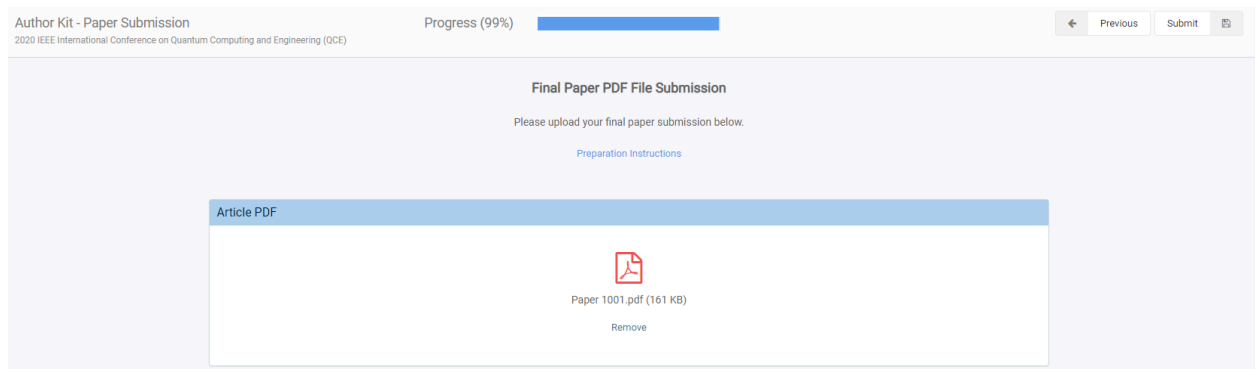
Supplemental Files: Any supplemental material allowed by your conference organizers (instructions have been provided in the **CVPR Workshops 2024: Camera-Ready Submission Instructions**).

Supplemental File(s)

Click here to select your supplemental file(s).
Or drag and drop the file(s) here.



Once you have added a file you will see a screen similar to the one below.



Once you have confirmed the files you are submitting are correct, click Next.



Step 6: Copyright Submission

This step connects you to the IEEE eCopyright system. Simply add the submitting or first author's full name, email address and the paper title to the form and click Submit Copyright in the bottom right corner of the form box.

Author Kit - Copyright Release
2024 IEEE/CVF Conference on Computer Vision and Pattern Recognition (CVPR)

Progress (80%)

← Previous

Copyright Release


Please complete the following form to access the IEEE Electronic Copyright Form (eCF) system. The eCF system allows you to complete and sign the copyright release form. This step must be completed for your paper to be included in the publication. This copyright release form MUST be COMPLETED when you are submitting your paper.

Please note: You are stating that the material in your paper is original and you have not previously released copyright for this paper to another party. Your paper cannot be published in the conference proceedings or any IEEE digital libraries without this properly completed form.

Preparation Instructions


Copyright Release

Paper Title *	<input type="text" value="CVPR Paper 10021"/>
Publication Title	<input type="text" value="2024 IEEE/CVF Conference on Computer Vision and Pattern Recognition (CVPR)"/>
Authors	<input type="text" value="Patrick Kellenberger, Jane Doe"/>
Submitter Email *	<input type="text" value="pkellenberger@computer.org"/>

 **SUBMIT IEEE COPYRIGHT**

Copyright Release

Paper Title *	<input type="text" value="CVPR Paper 10021"/>
Publication Title	<input type="text" value="2024 IEEE/CVF Conference on Computer Vision and Pattern Recognition (CVPR)"/>
Authors	<input type="text" value="Patrick Kellenberger, Jane Doe"/>
Submitter Email *	<input type="text" value="pkellenberger@computer.org"/>

 **SUBMIT IEEE COPYRIGHT**

This will take you to the IEEE Publication Agreement (eCopyright) site.

Once you have completed this process you have completed submission.

Upon successful completion you will see a final screen thanking you for your submission.

Thank you for your submission!

If you need to resubmit your file before the final paper submission date please log-in to the Author Submission Site and resubmit the final file. If you have any other questions please contact your CPS Editor Cristina Ceballos at anoraklablc@gmail.com.

Step 7: Changes

Once your submission is successfully completed, you will receive an email with a link to edit your submission. You will be able to make changes as long as the Author Submission Site remains open. It is generally closed after the final paper due date.

Dear Patrick Kellenberger,

Your paper, "Paper on Testing: Testing the Paper," has been successfully submitted for QCE 2020. You will be contacted if there are any issues.

The following link will allow you to return to your Author Kit submission to add or replace any information:

<https://ieeecs.org/#!/auth/login?ak=1&pid=6EPAYSdCANq2Z3kppV2Yhe&tid=685tYssf4MbucNmdFoRwN&entryId=7vjiM3CrQC7WFKXgNpSDr2>

Please let me know if you have any questions. Thanks!

Regards,

Patrick Kellenberger