1. Click on the Submit Paper icon

Submit Paper
Submission Title
File to Submit

2. Give paper a name

3. And drag the paper from your folder into the file to submit box

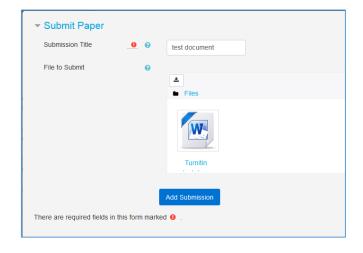
Add Submission

There are required fields in this form marked ...

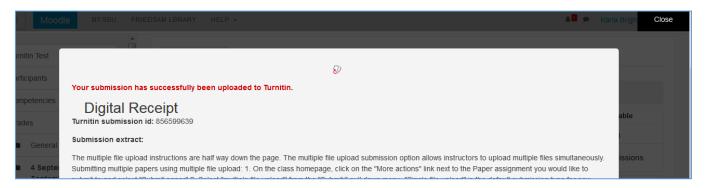
4. Click on the **Upload a file** – **browse** – **Upload this File**



4. Click on Add submission



5. You wil see the digital receipt below



- 6. Close the digital receipt
- 7. You will see the file listed similar to the image below

