## How to register for an IAEA Conference/Symposia and submit a Scientific Paper

## **NUCLEUS**



## **INDICO**



## **INTOUCH+**



**1.** Create a mandatory <u>NUCLEUS account</u>, or use your existing NUCLEUS credentials, to enable conference registration and paper submission

**Note:** If you have forgotten your NUCLEUS username/password, click <u>here</u> to reset it

**Note:** Skip steps 2-4 if you are not submitting a paper

- **2.** If you are submitting a scientific paper, navigate to <u>INDICO</u> (the IAEA's submission system) and log in using your NUCLEUS username and password
- 3. Upload your scientific paper as indicated
- **4.** Upon submission, an INDICO ID-number will be generated. This number is mandatory to confirm paper submission when registering for the conference/symposia in InTouch+ (see steps 5-7)

- **5.** Log in to <u>InTouch+</u> using your NUCLEUS username and password
- **6**. Register for the relevant conference/symposia and upload your scientific paper by following these steps. The INDICO ID-number generated in steps 2-4 is required if submitting a paper

**Note:** To submit a paper (form B) or request financial support (form C), tick the relevant check boxes under "Attendee Questions" as shown here (navigate to "Apply for an event" section)

**7.** Submit your registration (applications left in draft will not be considered). Once submitted, your application and the auto-generated forms will automatically be routed to the required authority for their action and if approved, subsequently forwarded to the IAEA

