

## IEEE PDF eXpress for IEEE RFID 2013 Authors

IEEE PDF eXpress is a free service for IEEE RFID 2013 conference authors, enabling them to create IEEE Xplore-compatible PDFs or to check PDFs created elsewhere for IEEE Xplore compatibility. Final papers must be in IEEE Xplore-compatible format for publication.

### Access the IEEE PDF eXpress Website

Web site URL: <http://www.pdf-express.org>

#### First time users

1. Click the “New Users – Click here” link
2. Enter **RFID13x** for the Conference ID, your e-mail address, and choose a new password. Continue to enter information as prompted.
3. Check that the contact information is still valid, and click “Submit”.

#### Previous users - using PDF eXpress for the first time for IEEE RFID 2013

1. Enter **RFID13x** for the Conference ID, your e-mail address, and enter the password used for your old account.
2. When you click “Login”, you will receive an error saying you need to set up an account. Simply click “Continue”. By entering your previously used e-mail address and password combination, you will enable your old account for access to the IEEE RFID 2011 conference.

#### Returning users

1. Enter **RFID13x** for the Conference ID, e-mail address, and password.

## Using the IEEE PDF eXpress Website

### Preparing source files for conversion to PDF

See the instructions for preparing source files at <http://www.pdf-express.org/instructions.asp>.

### Submitting a file for PDF check

1. For each conference paper, click “Create New Title”
2. Enter identifying text for the paper (title is recommended but not required)
3. Click “Submit File for Checking or Converting”
4. Click “Browse” and navigate to file, and click “Upload File”. You will receive online and e-mail confirmation of successful upload.
5. You will receive an e-mail with your Checked PDF or IEEE PDF eXpress converted PDF attached. If you submitted a PDF for checking, the e-mail will show if your file passed or failed.

### When the PDF check passes

When the PDF file passes the PDF check and you are satisfied with your file, you can submit your paper according to the instructions provided at <http://2013.ieee-rfid.org>. The file returned by the PDF check will be

labeled within its document properties as being “Certified by IEEE PDF eXpress” with an exact date and time stamp. The certified file is the file that you should submit.

### **When the PDF check fails**

If the submitted file fails the PDF check, you should read the PDF Check Report, make corrections, and re-submit the file. You can click the “get solutions” link on your account home page to get a detailed explanation of the possible report responses and instructions on fixing them. The same information can be found at <http://www.pdf-express.org/pdfcheck.asp>. You can also request technical help through your account home page.