

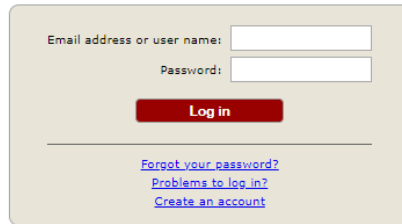
Guide for Using Easychair

1. Please sign up to the following page:

<https://easychair.org/account/signin?l=uSI9ECyrg05ZYFYqrkARXS>

After clicking on the link, click on the button- "Submission link"

Log in to EasyChair for BDHK2023



The login form contains two input fields: "Email address or user name:" and "Password:". Below the fields is a red "Log in" button. At the bottom of the form, there are three links: "Forgot your password?", "Problems to log in?", and "Create an account".

Submission of new papers for BDHK2023 (Project Competition of the Baltic-German University Liaison Office 2023) is open.

If you do not have an account yet, please register and assign a password.

2. Once successfully logged in, you can submit your project. To do this, please click on "make a new submission".

Author

- [make a new submission](#)



CFP

- [CFP manager](#)

BDHK2023: Project Competition of the Baltic-German University Liaison Office 2023	
Riga, Latvia, September 27-October 15, 2022	
Conference website	http://www.hochschulkontor.lv/en/
Submission link	https://easychair.org/conferences/?conf=bdhk2023

3. Please fill out the relevant information for the project submission now.

New Submission for BDHK2023

Follow the instructions, step by step, and then use the "Submit" button at the bottom of the form. The required fields are marked by *.

Address for Correspondence

Address, line 1: *	<input type="text" value="Kalku iela 1"/>
Address, line 2:	<input type="text"/>
City: *	<input type="text" value="Riga"/>
Post code: *	<input type="text" value="1050"/>
State (US only): *	<input type="text" value="▼"/>
Country/region: *	<input type="text" value="Latvia ▼"/>

Author Information

For each author please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for not corresponding authors. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.

4. Please fill in the name of the Project Manager under Author 1 and the name of the Project Coordinator under Author 2.

Please leave out field Author 3!

Author Information

For each author please fill out the form below. Some items on the form are explained here:

- **Email address** will only be used for communication with the authors. It will not appear in public Web pages of this conference. The email address can be omitted for not corresponding authors. These authors will also have no access to the submission page.
- **Web page** can be used on the conference Web pages, for example, for making the program. It should be a Web page of the author, not the Web page of her or his organization.
- Each author marked as a **corresponding author** will receive email messages from the system about this submission. There must be at least one corresponding author.

Author 1 ([click here to add yourself](#)) ([click here to add an associate](#))

First name[†]: *

Last name: *

Email: *

Country/region: *

Organization: *

Web page:

corresponding author

Author 2 ([click here to add yourself](#)) ([click here to add an associate](#))

First name[†]: *

Last name: *

Email: *

Country/region: *

Organization: *

Web page:

corresponding author

5. Please fill out the title and abstract and set keywords. Please write only one keyword per line.

Title and Abstract

The title and the abstract should be entered as plain text, they should not contain HTML elements.

Title: *

The abstract should not exceed 200 words

Abstract: *

Keywords

Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

Keywords: *

6. Please select only one scientific discipline of your project from the list.

Topics
Please select topics relevant to your submission from the following list. Topics are typically used for assigning submissions to reviewers and for conference analytics.

<input type="checkbox"/> Mathematics and Natural Sciences	<input type="checkbox"/> Law, Economics and Social Sciences
<input type="checkbox"/> Linguistics and Cultural Sciences	<input type="checkbox"/> Engineering Sciences
<input type="checkbox"/> Veterinary Medicine, Agricultural Sciences, Forest and Food Sciences, Ecology	<input type="checkbox"/> Human Medicine
<input type="checkbox"/> Art, Music and Sport Sciences	<input type="checkbox"/> Interdisciplinary

7. Please select the scientific discipline of your research project.

Afterward, please select "Baltica Germanica" or "Baltica Innovativa" depending on the funding priority of your project.

Other Information and Files

Funding priority. * To which funding priority does the project refer to? (further information in the project guidelines)

Baltica Germanica

Baltica Innovativa

Paper. Upload your paper. The paper must be in PDF format (file extension .pdf)

No file chosen

8. Upload the file and save your changes by clicking the "**Submit**" button.

You can upload the file by selecting it under "choose file" and then clicking on "upload files".

9. Above, you will find your submitted projects under "My submissions". You can upload further documents and update the submission information on the right. Please note that only pdf is allowed as a file format.