2023 AMCIS Author Guide
Tips & Tricks

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Creating a Submission

Logging In:
1. Go to the AMCIS submission site: https://new.precisionconference.com/ais
2. Enter your “Username” and “Password” and “Sign in”
   a. If this is your first-time logging in, refer to the login email that you received from PCS.
   b. If you do not know your password or have forgotten it, click on the Forget your password? “Reset my password” link.

Questions? Email AMCIS2023program@gmail.com
3. On the **Account tab**, make sure that you agree to the **Terms of Use**

![ PCS Account Section with Terms of Use Highlighted ]

**Submitting a Paper:**

1. Go to the AMCIS submission site: [https://new.precisionconference.com/ais](https://new.precisionconference.com/ais)
2. To submit a completed or ERF paper, select **Submissions** on the top menu bar. Make sure that the **Society** dropdown says **AIS**, the **Conference/Journal** dropdown says **AMCIS 2023**, and the **Track** says **AMCIS 2023 Papers** (Completed and ERF)^”. Select **Go** to create your new submission.
3. You should now see a new, incomplete submission which you can **Edit**.

![ Submitting a Paper Section with New Submission Highlighted ]

Questions? Email [AMCIS2023program@gmail.com](mailto:AMCIS2023program@gmail.com)
4. To complete your submission, choose the **Track** you are submitting to, enter your **title**, **author information** including affiliation and contact information, and your 150-word **Abstract** (this is the description that will appear on in the AIS eLibrary if it is accepted). Finally, choose to **Record Changes**.
5. At this point, your submission is complete.

Revising a Paper

Reviewer Response & Camera-Ready Submission:

1. If you have been asked to revise your minitrack submission, follow the following instruction.
2. Visit https://new.precisionconference.com/ais

3. Complete any required revisions, upload your response to reviewers, and select **Record Changes**.
4. To verify your final changes, you can select **See Final Version**.

Questions? Email AMCIS2023program@gmail.com