

# Website Instructions for Users

Please follow the guidelines in the below descriptions for registration and log-in



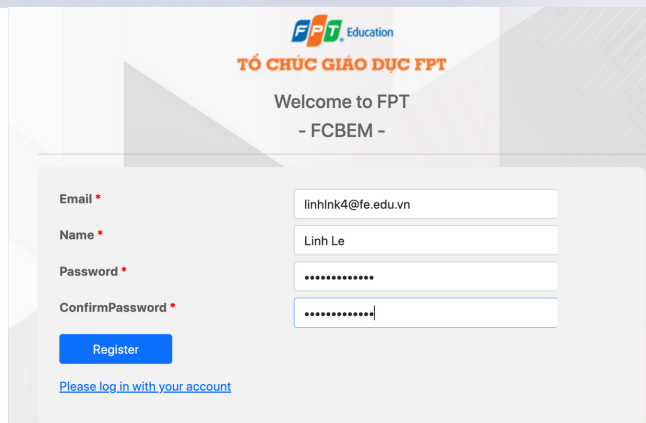
The screenshot shows the website header with logos for FPT Education, FCBEM, and University of Greenwich. The main title is "2024 5th FPT EDUCATION CONFERENCE ON BUSINESS, ECONOMICS AND MANAGEMENT". A navigation menu includes Home, Information, Agenda, Publication, Registration, Call for Papers, Paper Submission, Venue, Gallery, Contact Us, REGISTER, and LOGIN. Below the menu, the theme is "Exploring Synergies in Business, Operations, and Economics: Advancing Solutions for a Sustainable Society". The conference date is "30th November - 1st December 2024" and the location is "Greenwich Vietnam - Hanoi Campus, Golden Park Tower, 2 Pham Van Bach Street, Yen Hoa Ward, Cau Giay District, Hanoi, Vietnam."

1

Visit FCBEM website at <https://science.fpt.edu.vn/FCBEM24>  
Click onto **Register** button appeared on the tab menu

Fill all necessary information in the boxes and click onto **Register** button, after which, your account will be automatically logged in to FCBEM website.

2



The screenshot shows the registration form titled "Welcome to FPT - FCBEM -". It includes fields for Email (linhink4@fe.edu.vn), Name (Linh Le), Password, and Confirm Password. A blue "Register" button is at the bottom, along with a link "Please log in with your account".

3

To submit your paper, move your mouse cursor to your account and choose **New Submission**



The screenshot shows the website homepage with the user account menu open. The menu options are: HELLO LINH LE, NEW SUBMISSION, MY SUBMISSION, NEW REGISTRATION, MY REGISTRATION, and LOG OUT. The "NEW SUBMISSION" option is highlighted in blue.

[Browse all available properties](#)

## SUBMISSION

Fill in Paper Information as requested and adhere to all the instructions given to each section.

Click Submit button once you have completed filling in all categories.



### Paper Information

#### Author Information

Please fill in the form the necessary information off all authors. Tick in the circle if you are the corresponding author. Each paper will have **one** corresponding author only. Only corresponding author will receive notification emails from the system.

Author 1: **(Please fill in at least one author information)**

First Name:*	Middle Name:	Last Name:*	Country or Region:*
Affiliation:*	Email:*	Phone:*	<input checked="" type="radio"/> Corresponding author

[Click here to add more authors](#)

Submission Type:\*

Abstract (Presentation Only)

Title:\*

Enter title

Abstract:\*

Write the abstract in English. The Abstract should be informative and completely self-explanatory. The Abstract should be 250 to 300 words in length. The abstract should be written in the past tense. Standard nomenclature should be used, and abbreviations should be avoided. No literature should be cited.

Keywords:\*

Type 3-5 keywords here, separated by commas

Please upload your paper. The paper must be in Word format (file extension .doc or .docx )

Form File

No file chosen  
(DOC, DOCX)

If you have completed the form, please press the 'Submit' button below. Uploading may take a while, please **do not** click the button twice.



## 2024 5<sup>th</sup> FPT EDUCATION CONFERENCE ON BUSINESS, ECONOMICS AND MANAGEMENT

Home Information  Agenda Publication Registration Call for Papers Paper Submission Venue Gallery Contact Us HELLO LINH LE

**Theme: Exploring Synergies in Business, Operations, and Economics:  
Advancing Solutions for a Sustainable Society**

**Conference Date:** 30<sup>th</sup> November - 1<sup>st</sup> December 2024

**Location:** Greenwich Vietnam - Hanoi Campus, Golden Park Tower, 2 Pham Van Bach Street, Yen Hoa Ward, Cau Giay District

NEW SUBMISSION

MY SUBMISSION

NEW REGISTRATION

MY REGISTRATION

LOG OUT

There are currently no activities

Latest News

Choose **My Submission** option on the tab menu to track all of your completed submission.

# 2024 5<sup>th</sup> FPT EDUCATION CONFERENCE ON BUSINESS, ECONOMICS AND MANAGEMENT

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HELLO LINH LE

## Theme: Exploring Synergies in Business, Operations, and Economics: Advancing Solutions for a Sustainable Society

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NEW SUBMISSION

MY SUBMISSION

NEW REGISTRATION

MY REGISTRATION

LOG OUT

### Registration Information

#### Information

<b>First Name:*</b>	<b>Middle Name:</b>	<b>Last Name:*</b>				
<input type="text" value="First Name"/>	<input type="text" value="Middle Name"/>	<input type="text" value="Last Name"/>				
<b>Position:</b>	<b>Student ID:</b>	<b>Affiliation:*</b>	<b>Country Or Region:*</b>			
<input type="text" value="Please cho"/>	<input type="text" value="Student ID"/>	<input type="text" value="Affiliation"/>	<input type="text" value="Country Or Region"/>			
<b>Email:*</b>	<b>Telephone Number:*</b>					
<input type="text" value="Email"/>	<input type="text" value="Telephone Number"/>					
<b>Registration Type:*</b>	<input type="text" value="Author"/>					
<b>Paper:*</b>	<input text"="" type="text" value="Please choose"/>			<input type="text" value="Please choose"/>		
<b>Add Payment Proof:*</b>						
<input type="button" value="Choose files"/> No file chosen						

#### Registration Fee

(Payment in VND is applied for Domestic attendees and international attendees who are residing in Vietnam)

<b>Regular: 5,000,000 VND</b>	<input type="text" value="0"/>	<b>Regular: 300 USD</b>	<input type="text" value="0"/>
<b>Student: 4,500,000 VND</b>	<input type="text" value="0"/>	<b>Student: 250 USD</b>	<input type="text" value="0"/>

#### Official Invoice

**Bill To:\***

**Any Remark:**

#### Diet

**Diet:**

**Comment:**

5

After having your paper Accepted at FCBEM 2024, Author or Listener may register for attendance and confirm your payment in the **New Registration** option.

\*Further instructions on payment will be delivered to your mailbox with the official Letter of Confirmation from the Organising Committee of FCBEM 2024.