

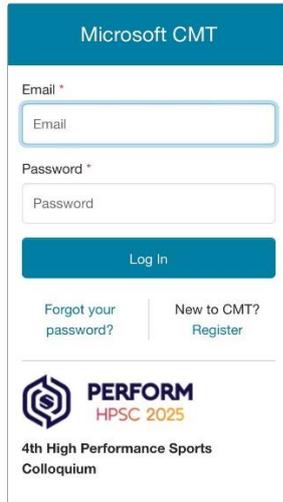
Guidelines for Submitting an Abstract via CMT-4TH HPSC 2025

Step 1

Click the link: <https://cmt3.research.microsoft.com/HPSC2025>

Step 2

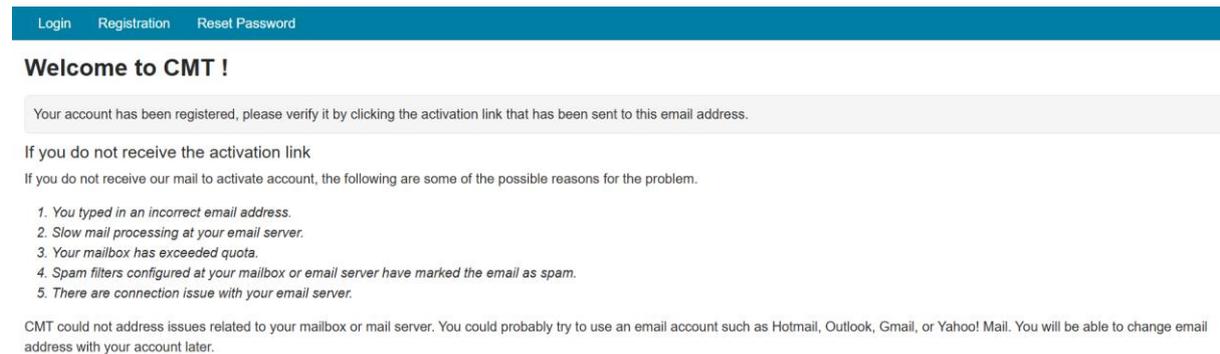
Register an account



The screenshot shows the Microsoft CMT registration page. At the top, it says "Microsoft CMT". Below that, there are two input fields: "Email *" and "Password *". A "Log In" button is positioned below the password field. Underneath the button, there are two links: "Forgot your password?" and "New to CMT? Register". At the bottom of the form, there is a logo for "PERFORM HPSC 2025" and the text "4th High Performance Sports Colloquium".

Step 3

Login with newly registered user id and password.



The screenshot shows the Microsoft CMT login page. At the top, there is a navigation bar with "Login", "Registration", and "Reset Password" links. Below the navigation bar, the heading "Welcome to CMT !" is displayed. A message box states: "Your account has been registered, please verify it by clicking the activation link that has been sent to this email address." Below this message, there is a section titled "If you do not receive the activation link" followed by a list of five possible reasons for the problem:

1. You typed in an incorrect email address.
2. Slow mail processing at your email server.
3. Your mailbox has exceeded quota.
4. Spam filters configured at your mailbox or email server have marked the email as spam.
5. There are connection issue with your email server.

At the bottom, a note states: "CMT could not address issues related to your mailbox or mail server. You could probably try to use an email account such as Hotmail, Outlook, Gmail, or Yahoo! Mail. You will be able to change email address with your account later."

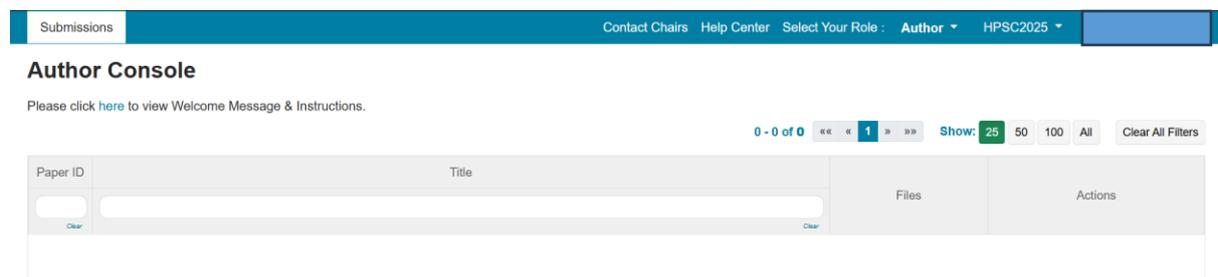
Step 4

Verify from your registered email.



Step 5

Login to your author console.

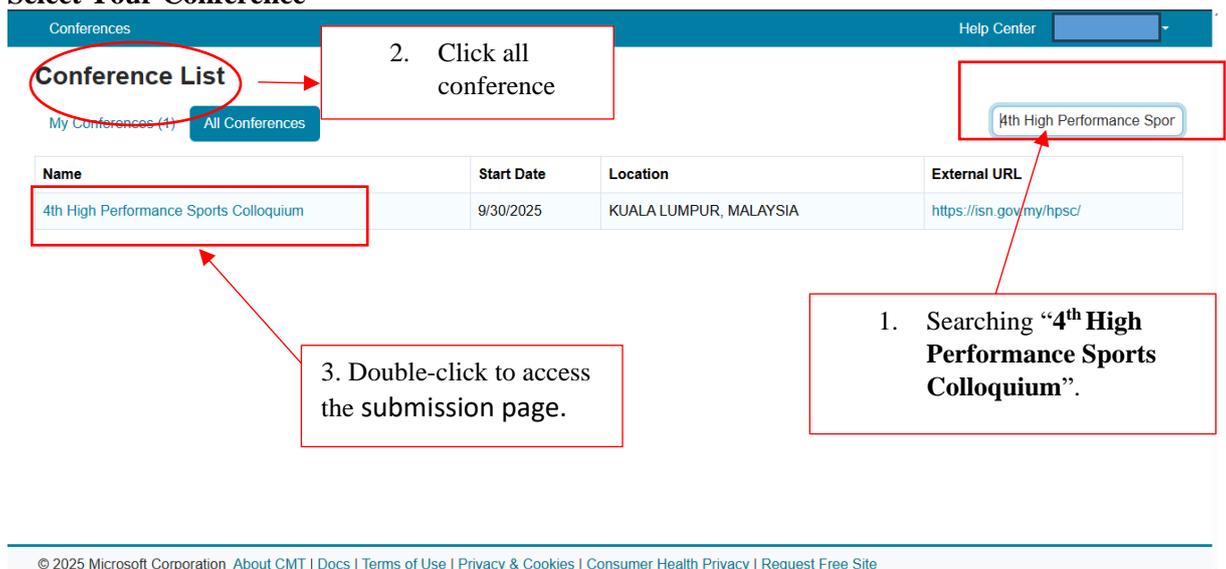


Step 6

Submit an abstract

Steps to Submit a Paper (Author Console – CMT)

- 1) **Log in to CMT:**
Go to <https://cmt3.research.microsoft.com/> and sign in with your account.
- 2) **Select Your Conference**



3) Create a New Submission:

Click the “+ Create New Submission” button.



4) Fill in Submission Details:

- **Title** of your paper
- **Abstract** (according to the word/character limit)
- **Author(s)**: Add all contributing authors with email and affiliations.
- **Keywords** (often required: 3–5 keywords)
- Other custom fields requested by the conference (e.g., subject areas).

5) Upload Files:

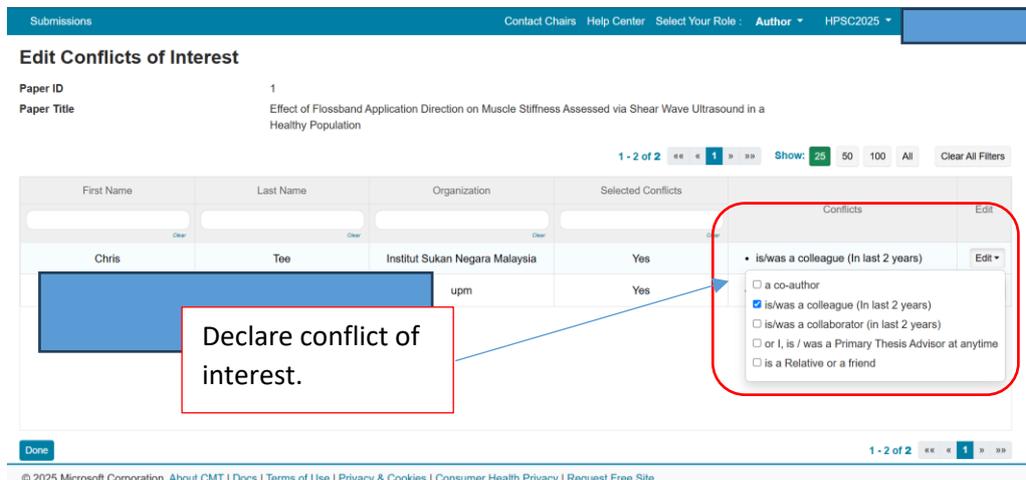
- Upload your paper in the required format.
- You may also need to upload supplementary materials or use a template.

6) Confirm and Submit:

- Review all entered information.
- Click the “**Submit**” button at the bottom to finalize your submission.
- You’ll receive a confirmation email if successful.

Step 7

Submit an abstract and declare conflict of interest



Step 8

Submission completed.