

2025 수원 ITS 아태총회

# 회원가입/논문제출 매뉴얼

| 문의처 2025 수원 ITS 아태총회 사무국

✉ 이메일 [info@itsap2025.org](mailto:info@itsap2025.org)

☎ 전화번호 031-303-6953

[www.itsap2025.org](http://www.itsap2025.org)

CHAPTER 01

# 회원가입 매뉴얼

※ 논문 제출을 위해 회원가입이 필요합니다. 간단한 가입 절차 후 제출을 진행해 주세요.

# 회원가입 매뉴얼

2025 수원 ITS 아태총회

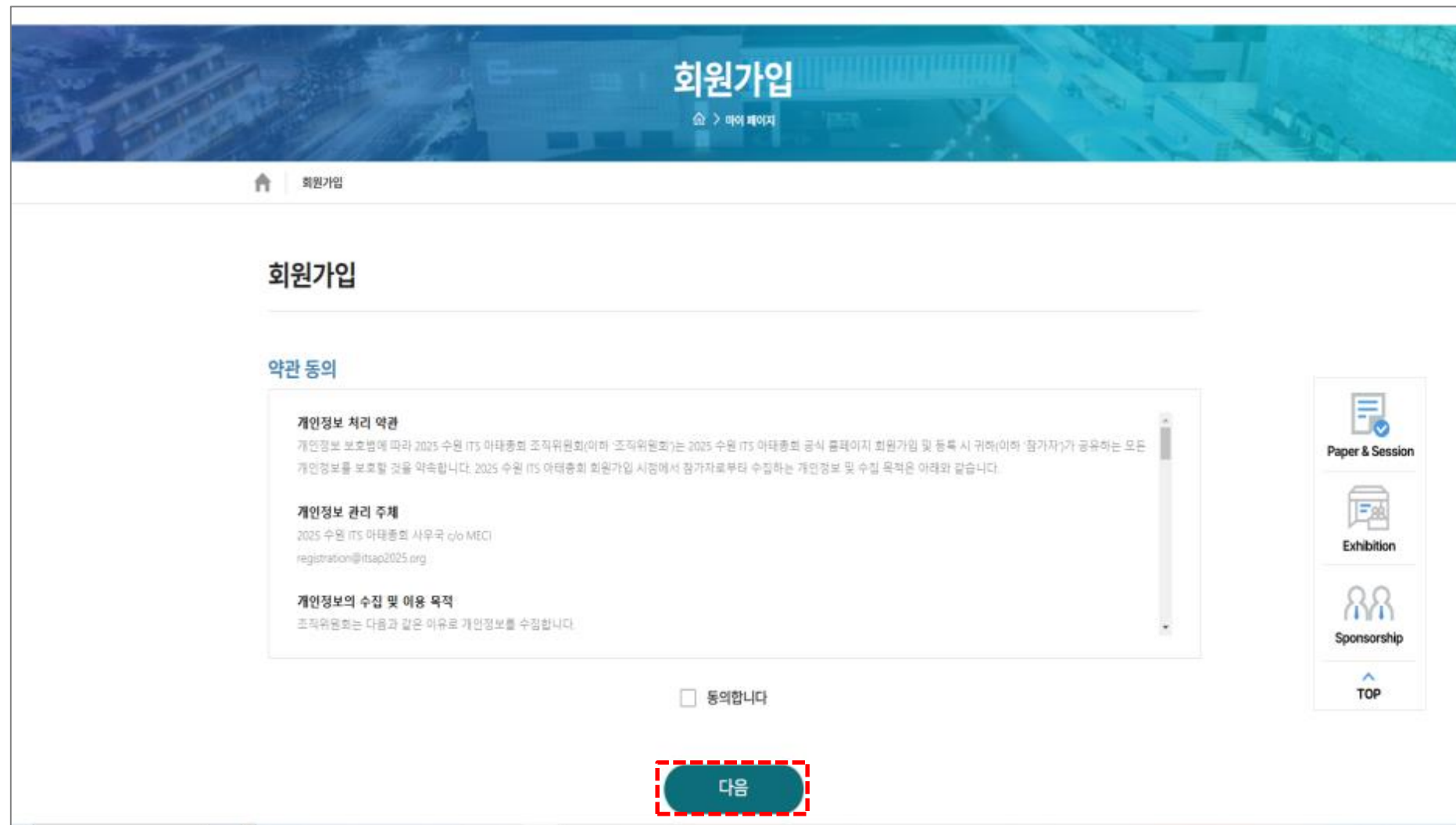


## 01 회원가입 페이지 이동

1. 웹브라우저에서 <https://www.itsap2025.org/> 접속
2. 메인화면 우측 상단의 '회원가입' 버튼 클릭

# 회원가입 매뉴얼

2025 수원 ITS 아태총회



## 02 개인정보 처리 동의

1. 개인정보 약관 확인
2. 체크박스를 선택하여 동의

# 회원가입 매뉴얼

2025 수원 ITS 아태총회

회원 정보

**Note**  
1. 입력한 영문 이름과 동일하게 명찰에 표기됩니다.  
2. 필수 입력 사항(\*)은 모두 입력해 주십시오.

|               |   |
|---------------|---|
| * 이메일 주소 (ID) | <input type="text"/><br><small>정확한 이메일 주소를 입력해 주십시오.<br/>입력한 이메일 주소는 홈페이지의 로그인 ID와 2025 수원 ITS 아태총회 정보 메일 전송의 목적으로 이용됩니다.</small>                           |
| * 비밀번호        | <input type="password"/><br><small>비밀번호는 4자리 이상, 20자 미만으로 구성해야 합니다.</small>   |
| * 비밀번호 확인     | <input type="password"/>  |
| * 국적          | - select a Country -  |
| * 이름 (영문)     | <input type="text"/>  |
| * 성 (영문)      | <input type="text"/>  |
| * 경칭          | <input type="radio"/> Prof. <input type="radio"/> Dr. <input type="radio"/> Mr. <input type="radio"/> Ms. <input type="radio"/> Others <input type="text"/> |
| * 소속 기관 (영문)  | <input type="text"/>  |
| * 부서 (영문)     | <input type="text"/>  |
| * 직위/직책 (영문)  | <input type="text"/>  |
| * 휴대 전화       | + <input type="text"/> - <input type="text"/> ex. +82-1012345678  |
| 모바일 메신저       | <input type="checkbox"/> 카카오톡 <input type="checkbox"/> WhatsApp <input type="checkbox"/> 네이버 라인 <input type="checkbox"/> 기타 <input type="text"/>            |

다음

## 03 기본정보 입력

1. 로그인 정보(이메일주소, 비밀번호, 비밀번호)를 입력
2. 필수정보(이름, 소속, 직위 및 연락처)를 입력
3. '다음' 버튼 클릭



# 회원가입 매뉴얼

2025 수원 ITS 아태총회



## 04

## 가입 완료

1. 등록된 이메일로 발송된 인증 메일 확인

※이메일을 받지 못한 경우, 스팸메일함을 확인하거나 사무국으로 문의

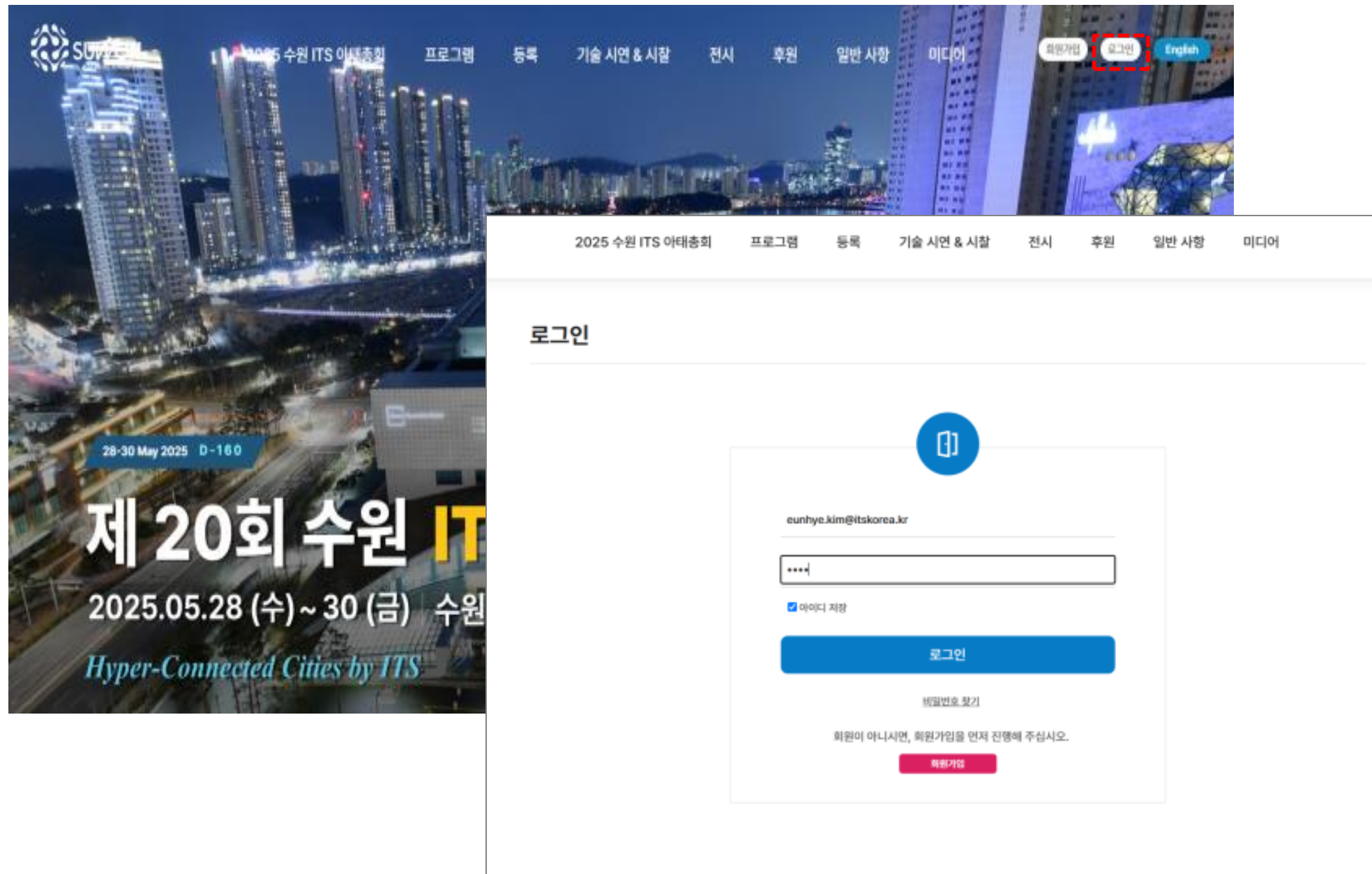
CHAPTER 02

# 논문제출 매뉴얼

※ 논문 제출을 위해 회원가입이 필요합니다. 간단한 가입 절차 후 제출을 진행해 주세요.

# 논문제출 매뉴얼

2025 수원 ITS 아태총회



## 01 수원 아태총회 홈페이지 로그인

1. <https://www.itsap2025.org/> 접속
2. 메인화면 우측 상단의 '로그인' 버튼 클릭
3. 이메일과 비밀번호를 입력하여 로그인



# 논문제출 매뉴얼

2025 수원 ITS 아태총회



## 02 논문제출 페이지 이동

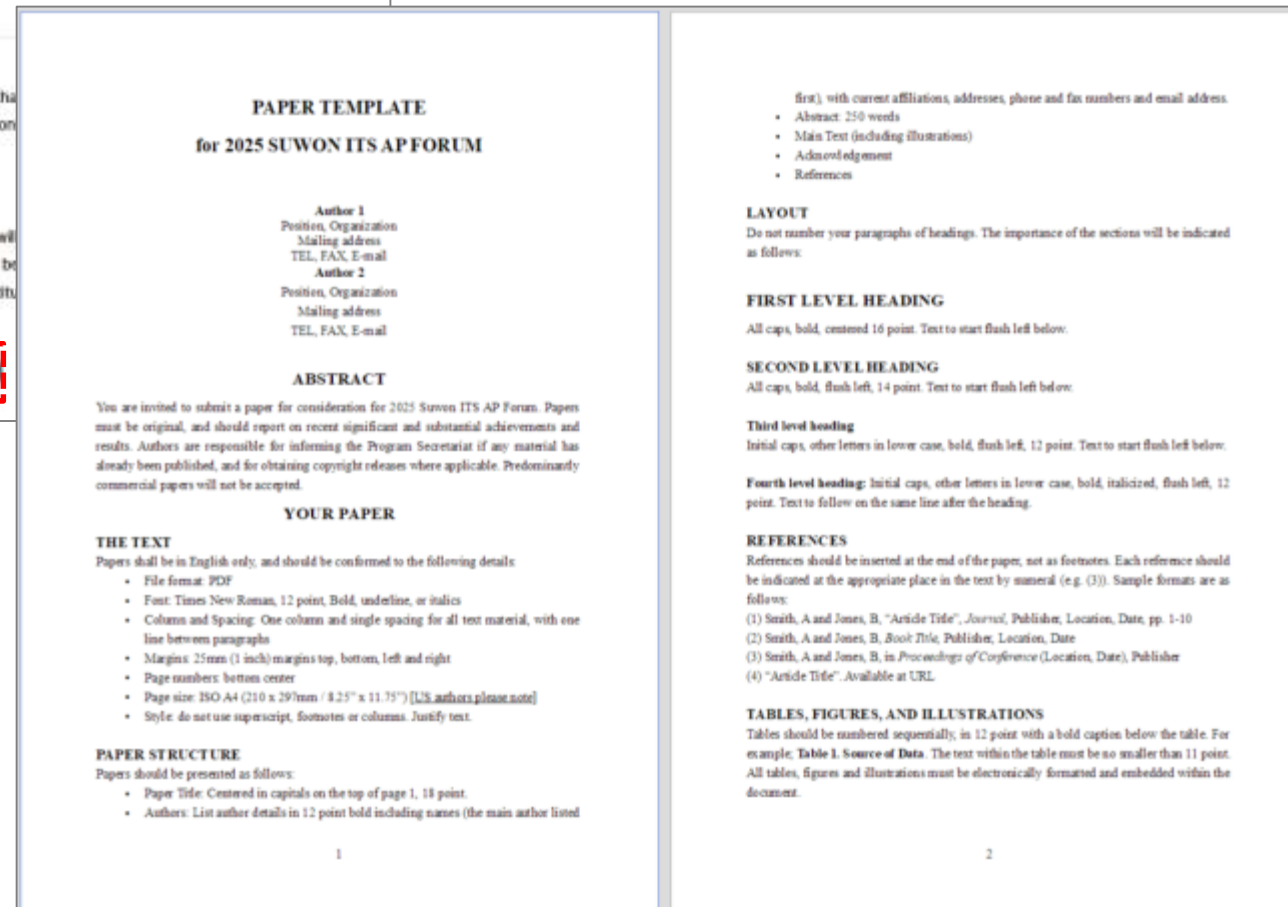
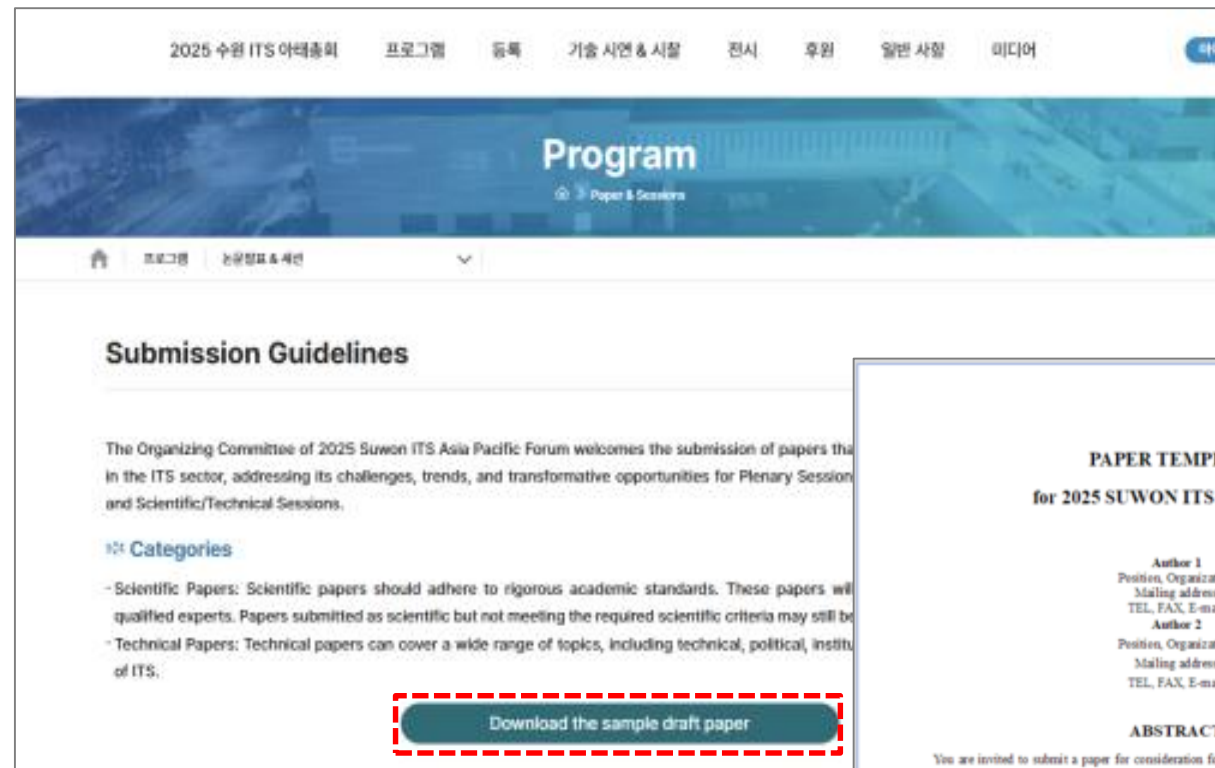
1. 상단 메뉴에서 '프로그램' > '논문발표&세션'을 선택

2. 하단의 'Paper Submission' 버튼 선택

※ 'Download Call for Paper'를 클릭하여 세부 정보 확인

# 논문제출 매뉴얼

2025 수원 ITS 아태총회



## 03 논문 작성 가이드라인 확인

1. 가이드라인 내용 확인

2. 하단의 'Download sample draft paper' 버튼 클릭

3. 논문 초안의 템플릿을 참고하여 논문을 작성

# 논문제출 매뉴얼

2025 수원 ITS 아태총회

ITS APF 2025 Program Registration Demo & Visits Exhibition Sponsorship General Info Media My page

Required Information

- Paper Title
- Topic and Subtopic
- Author Information
- Co-Author Information
- Keywords
- Abstract (250 words)
- Draft Papers
  - Technical Paper(s): Not exceeding 4 pages in A4 size, PDF format
  - Scientific Paper(s): 7-8 pages in A4 size, PDF format

Notice

- Only Online submission will be accepted via Official Website. All papers must be written and prepared in English.
- Scientific/Technical papers must meet rigorous scientific standards to convince reviewers.
- An acknowledgment of submission will be sent to your registered email address. This notification but does not constitute acceptance.
- Both abstracts and papers must be submitted to the 2025 Suwon ITS AP Forum website.

Submission Deadline for Paper(s): **January 31, 2025**

The selection outcome for Papers, following the review process, will be sent by February 2025. Authors must complete payment for the Forum to be included in the final program.

Submit your work

ITS APF 2025 Program Registration Demo & Visits Exhibition Sponsorship General Info Media My page

Program Paper & Sessions

## Paper Submission

### Copyright Transfer Agreement

- I agree that the copyright of my paper is hereby transferred to the Organizing Committee of 2025 Suwon ITS AP Forum, effective as of the date of the Agreement, on the understanding that the work has been accepted for presentation at the Forum, and website display, publication in the proceedings.
- The copyright transfer covers the exclusive right to reproduce and distribute the abstract, paper and presentation, including reprint, translation, photographic reproductions, both online and offline forms, and any other reproductions of similar nature.
- If there is more than one author, the author, who checks the agreement, accepts responsibility for releasing these materials on behalf of any and all co-authors.

Your agreement above will constitute a warranty that your presentation is your own original work, therefore, your work does not violate any copyright or other proprietary rights of others and is factually accurate with no libelous matter.

I agree to the Copyright Transfer Agreement

Save & Next

## 04 논문 제출 페이지 이동

1. 같은 페이지 하단의 'Submit Paper' 버튼 클릭

2. 'Copyright Transfer Agreement(저작권 양도 동의서)' 동의

# 논문제출 매뉴얼

2025 수원 ITS 아태총회

ITS APF 2025 Program Registration Demo & Visits Exhibition Sponsorship General Info Media My page

Program Paper & Sessions

## Paper Submission

1 STEP 1 Paper Submission 2 STEP 2 Paper Author 3 STEP 3 Paper Preview

**Category**

Technical Paper  Scientific Paper

**Presentation Preference**

Oral  Poster  Either

**Topics and Subtopics**

- 1. Smart Infrastructure and Data Ecosystem
  - 1-1 Big Data Collection and Analysis
  - 1-2 Smart Transport Infrastructure
  - 1-3 Communication Networks and Connectivity
  - 1-4 Others
- 2. Connected and Automated Vehicles

## 05 [STEP 1] 논문 제출

1. 논문 유형 선택
2. 논문 주제 선택
3. 논문 초록 및 초안 업로드

# 논문제출 매뉴얼

2025 수원 ITS 아태총회

### Topics and Subtopics

- 1. Smart Infrastructure and Data Ecosystem**
  - 1-1 Big Data Collection and Analysis
  - 1-2 Smart Transport Infrastructure
  - 1-3 Communication Networks and Connectivity
  - 1-4 Others
- 2. Connected and Automated Vehicles**
  - 2-1 Automated Driving System
  - 2-2 Automated Public Transportation
  - 2-3 Cooperative and Connected Vehicles
  - 2-4 Digital and Physical Infrastructure Supporting CAV
  - 2-5 Others
- 3. Mobility Service Innovation**
  - 3-1 Mobility Service Platforms / MaaS
  - 3-2 Shared Mobility
  - 3-3 Demand-Responsive Transport
  - 3-4 Intelligent Logistics and Delivery
  - 3-5 AI in Mobility
  - 3-6 Future Transport Systems
  - 3-7 Others
- 4. Safety and Security**
  - 4-1 Traffic Safety Systems
  - 4-2 Cyber Security
  - 4-3 Emergency Response and Management
  - 4-4 Protection for Pedestrians and Vulnerable Road Users
  - 4-5 Others
- 5. Policy, Regulation, and Governance**
  - 5-1 Standardization
  - 5-2 Law and Regulation
  - 5-3 Policy and Governance
  - 5-4 Citizen Engagement and Education
  - 5-5 Others
- 6. Eco-Friendly and Sustainable Mobility**
  - 6-1 Electrification and Alternative Energy
  - 6-2 Sustainable Urban Transport
  - 6-3 Smart City Solutions
  - 6-4 Lifecycle Assessment
  - 6-5 Others
- 7. Essential Elements for ITS Adoption**
  - 7-1 Funding and Financing for Projects
  - 7-2 Micromobility and Minority Access Needs
  - 7-3 Equity, Accessibility, Feasibility, and Affordability
  - 7-4 Others

**Title**

\* Note: First letter of each words in title should be written in **capital letter**.  
Ex) *Essential Elements for ITS Adoption*

**Keyword**

\* Note: First letter of each keywords should be written in **capital letter**.  
Ex) *MaaS, Policy, CAV, etc.*

**Abstract**

Special Character 0 / 250 words

**Upload Draft Paper**

\* Submission Guidelines  
- Technical Paper(s): Not exceeding 4 pages in A4 size, PDF format  
- Scientific Paper(s): 7-8 pages in A4 size, PDF format

**Save & Next**

## 06 [STEP 1] 논문 제출

1. 논문 유형 선택

2. 논문 주제 선택

3. 논문 초록 및 초안 업로드



# 논문제출 매뉴얼

2025 수원 ITS 아태총회

Program Paper & Sessions

## Paper Submission

STEP 1 Paper Submission    **STEP 2 Paper Author**    STEP 3 Paper Preview

**Note**  
Enter all authors' affiliations. For the same affiliation, please write once.

### Affiliation

ADD

|   |             |                                     |
|---|-------------|-------------------------------------|
| Affiliation # 1<br><a href="#">Delete</a> | Country     | Republic of Korea                   |
|   | Institution | 2025 Suwon ITS AP Forum Secretariat |
|   | Department  | Planning                            |

**Note**  
Select author type, enter author's name and select the number of the affiliation in the box.

### Author

ADD

|                                      |               |  |
|--------------------------------------|---------------|--|
| Author # 1<br><a href="#">Delete</a> | Author Type   | <input type="checkbox"/> Retrieve Sign up Information<br><input checked="" type="radio"/> Presenting Author<br><input checked="" type="radio"/> Corresponding Author |
|                                      | * First Name  | Eunhye   |
|                                      | * Last Name   | Kim  |
|                                      | * E-mail      | eunhye.kim@itskorea.kr   |
|                                      | * Affiliation |  |
|                                      | * Cell Phone  | 82 01012345678   |

Previous Save & Next

## 07 [STEP 2] 논문 저자

1. 논문 저자의 소속 입력
  - 모든 저자의 소속이 같을 경우 한번만 입력
  - 아닐 경우 ADD 버튼으로 추가
2. 저자 정보 입력

# 논문제출 매뉴얼

2025 수원 ITS 아태총회

The screenshot shows a web interface for paper submission. At the top, there is a navigation bar with 'Program' and 'Paper & Sessions'. Below it, the title 'Paper Submission' is displayed. A progress indicator shows three steps: 'STEP 1 Paper Submission', 'STEP 2 Paper Author', and 'STEP 3 Paper Preview', with the third step being active. The main content area, titled 'Paper Preview', is enclosed in a red dashed box and contains the following information:

- Paper No.:** 0027
- Category:** Technical Paper
- Presentation Preference:** Either
- Topic:** 7. Essential Elements for ITS Adoption
- Subtopic:** 7-2 Micromobility and Minority Access Needs

The title of the paper is 'Essential Elements for ITS Adoption: Micromobility and Minority Access Needs' by Eunhye Kim<sup>1\*</sup>. The author's affiliation is '1 Planning, 2025 Suwon ITS AP Forum Secretariat, Republic of Korea'. The abstract reads: 'This paper explores the essential elements for ITS adoption, focusing on micromobility solutions and addressing the unique access needs of minority communities.' The keywords are 'ITS Adoption, Micromobility, Minority Access, Transportation Equity, Smart Mobility.' At the bottom, there is a 'Draft Paper' section with the file 'Draft Paper\_test.pdf'. Navigation buttons for 'Previous' and 'Submit' are located at the bottom of the page.

## 08 [STEP 3] 논문 미리보기

1. 논문 미리보기 내용 확인
2. 저자 정보, 초록, 키워드, 파일 업로드 내용 확인
3. 'Submit' 버튼을 통해 제출

# 논문제출 매뉴얼

2025 수원 ITS 아태총회

The screenshot shows the 'My Page' interface with a 'Paper Submission' tab selected. A table lists the submitted paper with the following details:

| No. | Paper No. | Paper Title  | Status    | Modify |
|-----|-----------|--|-----------|--------|
| 1   | 0027      | Essential Elements for ITS Adoption: Micromobility and Minority Access Needs | Submitted | Modify |

Below the table is an email confirmation titled 'ITSAP 2025 Confirmation of Paper Submission'. The email content includes:

**2025 Suwon ITS Asia Pacific Forum**  
May 28 (Wed) – 30 (Fri), 2025 | Suwon Convention Center  
*Hyper-Connected Cities by ITS*

Dear Ms. Eunhye KIM,

Thank you for submitting your work to 2025 Suwon ITS Asia Pacific Forum (ITS APF 2025). We have successfully received your paper as detailed below.

0018

**Essential Elements for ITS Adoption**

## 09 논문 제출 완료

1. My Page에서 제출한 논문 확인

2. 등록된 이메일로 발송된 인증 메일 확인

※이메일을 받지 못한 경우, 스팸메일함을 확인하거나 사무국으로 문의