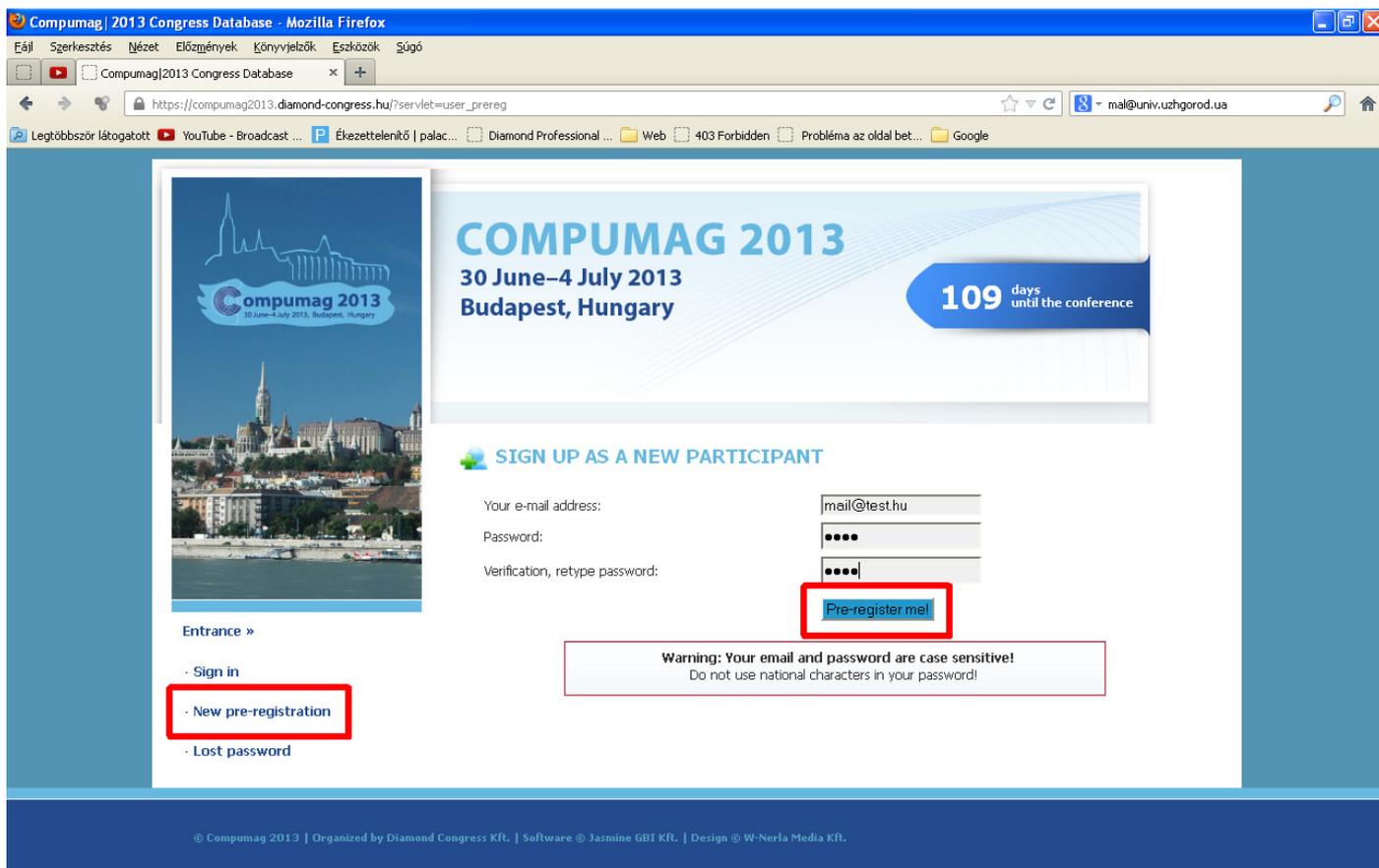


# COMPUMAG 2013 USER'S MANUAL

At the first time please register your e-mail in the online database

(<https://compumag2013.diamond-congress.hu/>)



After this you will be able to log in:



Please make sure to allow cookies and pop-up window in your browser as some of the applications will need it.

After the login you will be able to store your personal and institutional details, this is the so called „Pre-registration”, please do not forget to press the „Submit” button.

> Pre-registration · >> Final registration · >>> Financial summary · >>>> Online payment · >>>>> Credit cards (offline)

### PARTICIPANT PREREGISTRATION

Please fill in this form first to view the abstract submission menu item.  
Abstract submission is possible only for registered participants.

**Personal Data:**

Family name\*  First name\*

Middle initials  Title\*

Position  Gender

Company VAT Number

Workplace/Affiliation \*

*Please check your Workplace first, as it may exist in the list, before pressing 'Add' button.*

Country\*  City \*

Street \*  Postal code\*

Phone  Fax

I have understood and accept the general terms and conditions\*  [General terms & conditions](#)

Special food request (if any)

**Field marked with \* is mandatory!**  
If your workplace is not in the database yet, press `Add workplace` button

You will be forwarded to the registration menu, here you can select your registration category and your preferred payment method. Here you can specify your invoice address, if different as your workplace address:

Please choose from the registration options from the left  
**You can modify your registration category**

<input type="radio"/> Early full-registration (non-ICS member)	760 EUR
<input type="radio"/> Early full-registration (ICS member)	690 EUR
<input type="radio"/> Early student registration (non-ICS member)	510 EUR
<input type="radio"/> Early student registration (ICS member)	440 EUR

Your registration fee is

I would like to pay via:

Bank transfer  
 Cash  
 Credit card via secure web

*If you finished your orders and created your pro forma invoice, please select "My payments" to pay your dues online by credit card.*

The invoice will be issued to

Workplace address (default)  
 Other address

Customer\*

Country\*

City\*

Street\*

Zip code\*

Phone

Fax

VAT Number

You will be forwarded to the Paper registration menu, where you can register your ACCEPTED abstract. (3 papers in case of a full registration, 1 paper for students). The publication fee of your first paper is included in the registration fee, the surcharge for the second and third publications will be charged automatically at this step. If you do not want to register a paper, you have to mention it as well. This step is mandatory to finish your registration.

> Pre-registration · > Final registration · **> Financial summary** · > Online payment · > Credit cards (offline)

### PAPER PUBLICATIONS

Notes:

You are able to select 1 additional papers.  
The presentation of one paper is included in the registration fee you have selected.  
The presentation of the second or the third paper costs an additional 100 EUR/paper.

**Please choose your paper(s) to present**

1<sup>st</sup> paper:  
Modeling and Validation of a Dynamic Strongly Coupling Numerical Method for Giant Magnetostrictive Actuator

2<sup>nd</sup> paper:  
Approximate and proper electromagnetic modeling in moving conductors

3<sup>rd</sup> paper:  
- choose the third presentation -

<Save>

If you want to present no more but only 2 papers - please click here > [Financial summary](#) < to finalize your orders and finish your registration.

After this step the Financial summary will show up. Here you can create your proforma invoice, it will be needed to accomplish your payment in the next step:

30 June-4 July 2013  
Budapest, Hungary

109 days until the conference

> Pre-registration · > Final registration · **> Financial summary** · > Online payment · > Credit cards (offline)

### FINANCIAL SUMMARY

Type	Details	Quantity	Total price	Grants
Abstract publication fee	Paper Presentation Fee	1	100.00	
Registration fee *	Early full-registration (ICS member)	1	690.00	
<b>Balance</b>			<b>790.00 EUR</b>	<b>0.00</b>

Please make sure to allow cookies and pop-up window in your browser as some of the applications will need it.

You need to print a Pro Forma Invoice for advance payment for wire transfer or online credit card payment, you can print it out for yourself according to your orders using the links below.

[Preview Proforma Invoice](#)

**[Create Proforma Invoice \(pdf\)](#)**

First, please make sure your orders are correctly stated and print out the invoice only afterwards. If you need a Pro Forma Invoice only for certain items separately, please [ask the organizers](#).

Make sure the customer address is correctly stated. If the address is not your workplace address, you can modify the invoice address at [Final Registration](#) in menu. If you need the VAT number to be put on the invoice, you can insert it at [Pre-registration \(personal details\)](#).

After these steps you will be able to select optional programs and/or register your accompanying person(s) to our conference. These menus can be reached from the left menu, as usual.

Participants menu »

- Pre-registration (personal details)
- Registration, hotel orders, optional programs
- Registration
- Paper reg.
- Accompanying person
- My payments
- Add bank cards
- My Invoices
- Financial summary
- Travel info
- Grants
- Exit

Your registration fee is  EUR

I would like to pay via:

Bank transfer  
 Cash  
 Credit card via secure web

*If you finished your orders and created your pro forma invoice, please select "My payments" to pay your dues online by credit card.*

The invoice will be issued to

Workplace address (default)  
 Other address

Customer\*   
Country\*   
City\*   
Street\*   
Zip code\*   
Phone   
Fax   
VAT Number

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If you feel lost in our database, you can always check your status on the progress bar:

COMPUMAG 2013  
30 June-4 July 2013  
Budapest, Hungary

109 days until the conference

> Pre-registration · > Final registration · > Financial summary · > Online payment · > Credit cards (offline)

**PARTICIPANT REGISTRATION**

Please choose from the registration options from the left  
**You can modify your registration category**

Your registration fee is  EUR

I would like to pay via:

Bank transfer  
 Cash  
 Credit card via secure web

*If you finished your orders and created your pro forma invoice, please select "My payments" to pay your dues online by credit card.*

The invoice will be issued to

Workplace address (default)  
 Other address

Customer\*   
Country\*   
City\*   
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Zip code\*   
Phone   
Fax   
VAT Number

Participants menu »

- Pre-registration (personal details)
- Registration, hotel orders, optional programs
- Registration
- Paper reg.
- Accompanying person
- My payments
- Add bank cards

## PAYMENT

To arrange your payment you have three possibilities, you can pay by credit card online, by credit card „offline” (by a POS terminal at our office), or by ordinary bank transfer. To choose any of them, please select „My payments” menu from the left bar.

The screenshot shows a website interface for payment. On the left is a vertical menu with the following items: Participants menu », Pre-registration (personal details), Registration, hotel orders, optional programs, Registration, Paper reg., Accompanying person, My payments (highlighted with a red box), Add bank cards, and My Invoices. The main content area has a breadcrumb trail: » Pre-registration · » Final registration · » Financial summary · » Online payment » Credit cards (offline). Below this is a section titled 'MY PROFORMAS TO PAY' with an information icon. Underneath is a 'Proforma to pay:' section with a table:

Proforma invoice	Gross amount	Online banking	By bank transfer?
 2013/PRD/1013	790 EUR	 	<a href="#">by bank transfer</a>

Below the table is a link for 'Customer information' and a 'MY PAID' section with a green checkmark and a table for 'Proforma invoice'.

## PAYMENT BY CREDIT CARD (online)

Please click the logos of the credit card issuers next to the previously generated proforma. You will be forwarded to the (secured) online payment site of the OTP BANK Hungary, where you can pay as usual:

This screenshot is similar to the previous one but includes a banner for 'COMPUMAG 2013' at the top, dated '30 June–4 July 2013, Budapest, Hungary', with a '109 days until the conference' badge. The left menu is identical, with 'My payments' highlighted. The main content area is the same, but the credit card logos (MasterCard and Visa) in the 'Proforma to pay' table are highlighted with a red box.

## PAYMENT BY CREDIT CARD (offline)

If your credit card is not applicable for online payment, or you do not wish to use the online interface of our bank, you can store your card details in our (secured) database. In this case your card will be charged by our colleague manually on the following working day. It means, that the transaction will happen later, and it will be confirmed later as well.

## PAYMENT BY BANK TRANSFER

If you choose this method, please click the „by bank transfer” option in the My payments menu. Here you will be able to download and print your proforma, which contains all important details for a bank transfer.

If you need further assistance or support to use our database, please do not hesitate to contact us.

**Conference Secretariat:**

**Diamond Congress Ltd.**

**Robert Hohol**

[hohol@diamond-congress.hu](mailto:hohol@diamond-congress.hu)