

SFRB2024

THE 6th SYMPOSIA ON FRONTIERS IN REPRODUCTIVE BIOLOGY

Oct. 21-25, 2024 • Beijing Conference Center Beijing, China

Organized by Chinese Society for Reproductive Biology





GUIDANCE FOR

REGISTRATION P2



SUBMISSION



The 6th Symposia on Frontiers in Reproductive Biology (SFRB 2024)

REGISTRATION GUIDANCE

- 1. Create an account P3
 - (Steps 1-3)
- 2. Register for the conference P7
 - (Steps 4)
- 3. Payment Bank Transfer only P9 (Steps 6)
- 4. Fapiao 发票 P1'

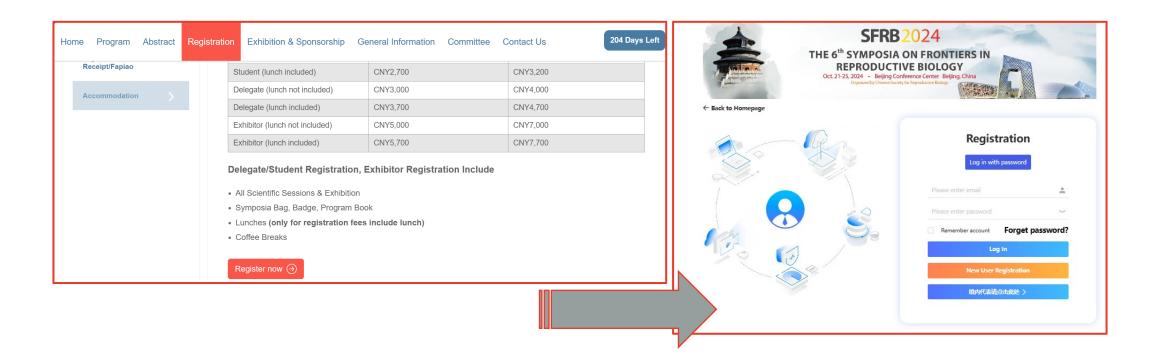
REGISTRATION GUIDANCE – Create an account

- Visit our official website https://sfrb2024.scimeeting.cn/en/web/index/21753.
- Click 'Registration' button on the home page.



STEP 2

Register now (a) button on the REGISTRATION webpage to enter the registration system.



REGISTRATION GUIDANCE – Create an account

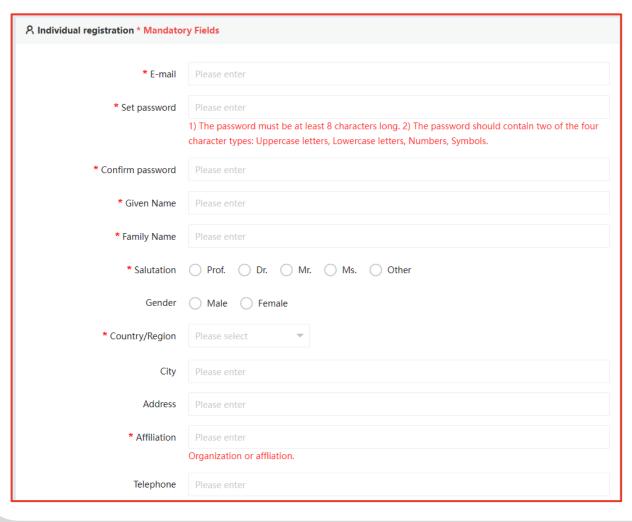
- For <u>International Delegates</u>, click
 'New User Registration' to create
 your SFRB2024 account.
- For <u>Domestic Delegates</u> from Mainland China, click '境内代表请 点击此处' to create your new account.
- If you have already had one,
 please click 'Log in' to log in to
 your account. [TURN TO STEP 4]

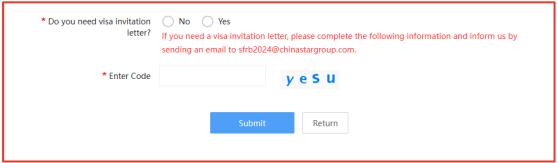


REGISTRATION GUIDANCE – Create an account

STEP 3

- Fill in your information. Kindly note that all fields marked with an asterisk (*) are required.



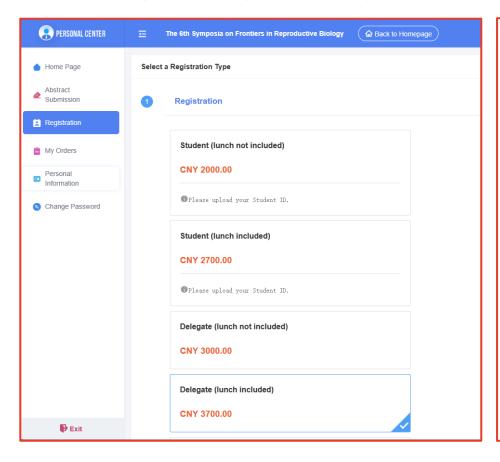


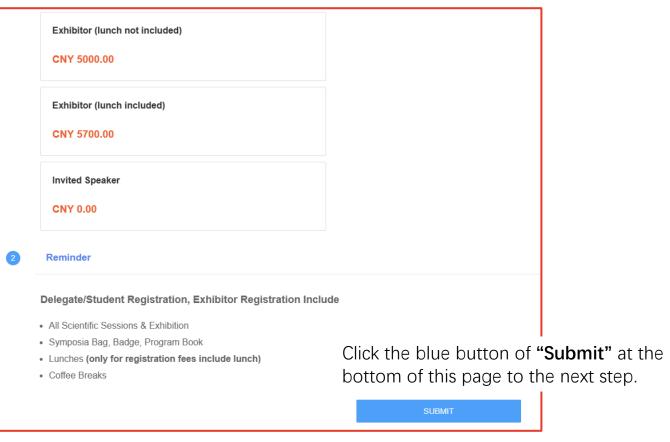
- If you need a visa invitation letter to apply for a visa, please select 'Yes' and answer all the questions under this column.
- Alternatively, select 'No' to complete the registration first.
 After you have all the information ready, go to "Personal Information" after logging into your account in the 'Personal Center' to request an invitation letter later.

Click the blue "Submit "button at this page's bottom to the next step.

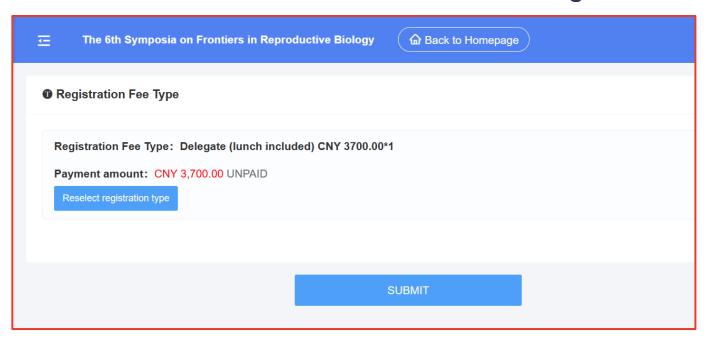
REGISTRATION GUIDANCE – Register for the Conference

- When you have done your basic information registration, you will enter your 'Personal Center'.
- Selecting your registration type first by clicking the corresponding card.



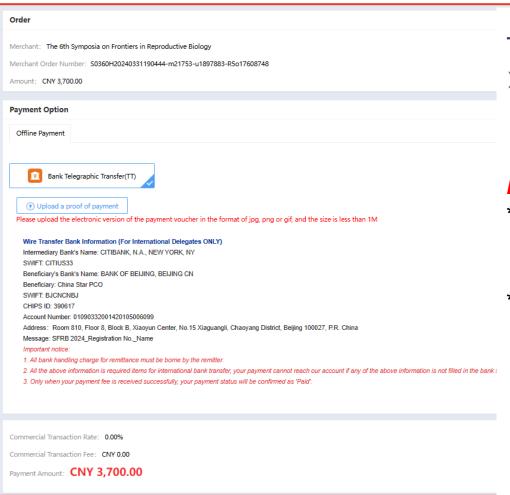


- Confirm your registration type and the registration fee.
- Click 'Submit' at the bottom of this page to the next step.
- Extra step for delegates from Mainland China:
 - Fill in your Fapiao Information after clicking **'Submit'**, you will be asked to provide relevant information in the added column. Please go to FAPIAO 中宾发票 for further instructions.



REGISTRATION GUIDANCE – Payment

STEP 6



- Bank Transfer
- Please upload the proof of your payment when you complete your bank transfer and click 'Confirm'.

Important notes:

- * Please make your payment by bank transfer according to the wire transfer information mentioned on this page.
- Please kindly note that ALL information of the stated bank account information is the MANDATORY REQUIREMENT for international bank transfer. Your payment cannot reach our account if any of the abovementioned information is not COMPLETELY filled up in the bank transfer form.

REGISTRATION GUIDANCE – Payment

- After completing the above steps, you can return to the Home Page of your Personal Center to check the payment status.
- For 'Bank Transfer', the staff will update the status when your payment is well received.

 Usually, it will take about 7-14 days for us to receive your payment from the bank.
- Once your payment is received successfully, your payment status will be confirmed as 'Paid', then you have completed your registration.

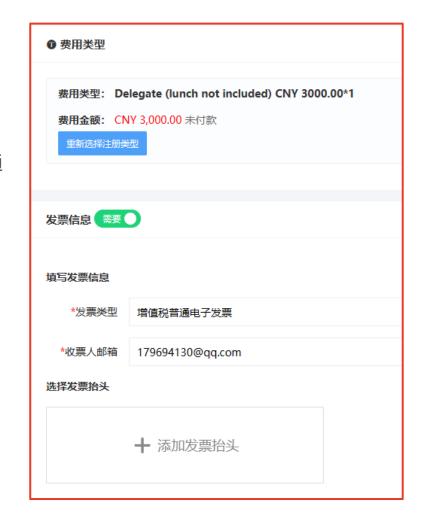
REGISTRATION GUIDANCE

FAPIAO 中宾发票

Information for Chinese delegates only

中国境内代表 (国籍选择China的代表) 在【STEP 5】页面有额外的发票信息登记栏。请您根据实际情况,填写发票信息。

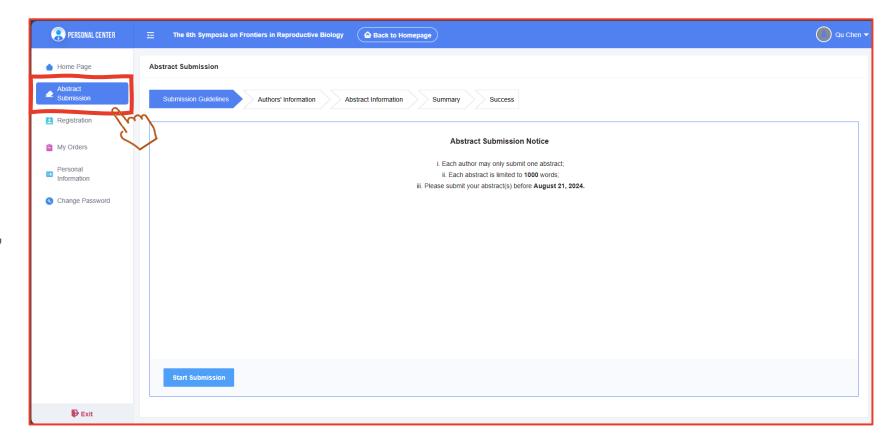
- 本次大会提供增值税普通电子发票,发票将在会议结束后1个月内统一开具,通过邮件发至您所填的收票人邮箱。
- ▶ 如您注册缴费后因单位财务流程需要会前开具发票,请发邮件至 sfrb2024@chinastargroup.com联系会务组。
- ▶ 如您通过汇款注册支付了多人注册费,有合并开票或分开开票的需求,请您将需求发送至: sfrb2024@chinastargroup.com,工作人员在收到您的信息后,会尽快与您联系。
- ▶ 如您在支付阶段忘记填写发票信息,或提供的发票信息有误,请您将发票信息 以邮件形式发送至上一条中的邮箱,工作人员在收到您的发票信息后,会尽快 与您联系,并补全/订正发票信息。



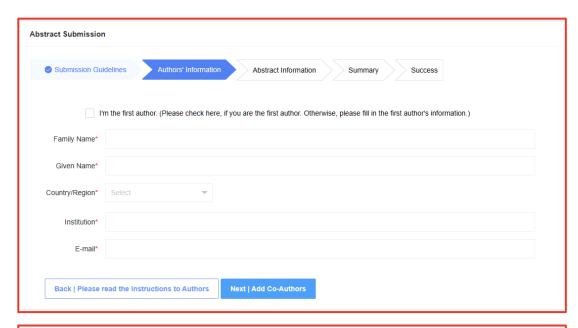
The 6th Symposia on Frontiers in Reproductive Biology (SFRB 2024)

ABSTRACT SUBMISSION GUIDANCE

- Before your submission, if you do not have an account, you need to follow registration Steps 1- 3 to create a new account first.
- Click 'AbstractSubmission' to startyour submission.
- Submission Guidelines, click the blue button of 'Start Submission' at the bottom of this page to the next step.



- Fill in the authors' information as requested step by step.
- If you are the first author of the abstract, you could select "I'm the first author' to fill in the first author's information automatically.
- Click 'Next' and then you can add information about other authors of your abstract.
- After filling in all the authors' information, click'Next' to the next step.



Abstract Submission				
Submission Guidelines	Abstract Information Summ	nary Success		
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→ All Authors Add Author				
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- Fill in your abstract information.
- Kindly note that all fields marked with an asterisk (*) are required.
- Click 'Next' to make the final check of your abstract.

Abstract Submission	1		
Submission Gui	idelines Authors' Information Abstract Information Summary Success		
Presenting Type*	Oral Poster Invited Speech		
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STEP 4

- Check the information about your abstract. If you want to modify it, you could click 'Back' to return to the previous step.
- Click 'Next' to save your abstract in the submission system.

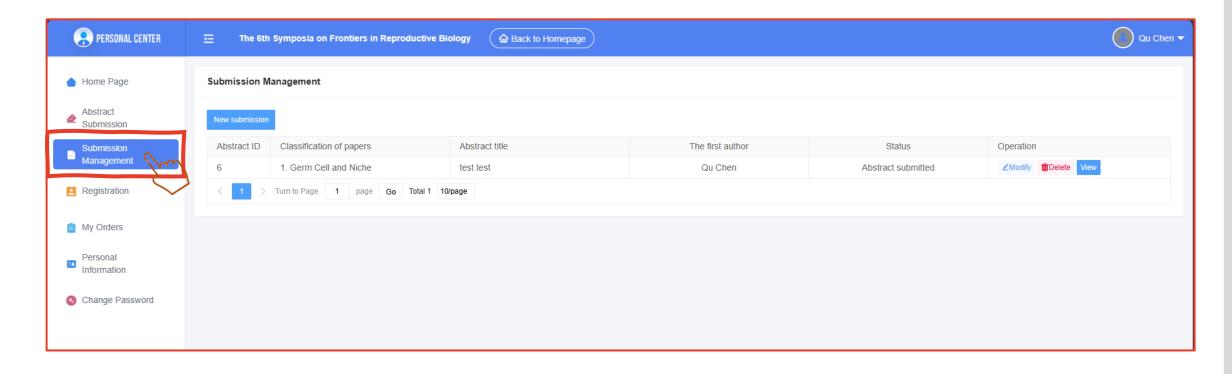
You have completed your abstract submission. Thank you for your contribution to SFRB 2024!

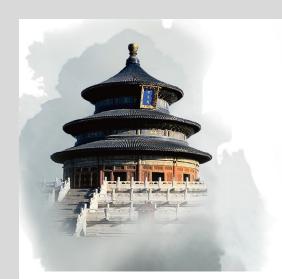
Abstract Submission				
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Abstract Submission	
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	Your full paper submission is successful. If you have other papers to submit, Please click here to submit another abstract.
	Thank you.

SUBMISSION MANAGEMENT

- Click 'Submission Management' of your 'Personal Center'. to Modify, Delete, and View your submitted abstract.





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We very much looking forward to hosting you in Beijing this fall! Should you have any questions, please feel free to let us know.

Ms. Chen Qu

E-mail: sfrb2024@chinastargroup.com