SAC 2019, LIMASSOL
Registration Guidelines

Registration for the upcoming SAC 2019 conference will take place online at http://www.easyconferences.org website
Step 1: User account

In case you already have an account with EasyConferences, please use your email address as a username and the password you provided during the creation of your account to login at the following web address:

https://www.easyconferences.org/sac2019/register

If you are a new user, please sign up for a new account at

https://www.easyconferences.org/signup

Fig 1.1. EasyConferences Sign up page
Step 2: Account activation (only for new accounts)

After the creation of a new account you will be required to verify your email address by clicking on the activation link sent to your registered email address.

Upon activation of your account please login to the EasyConferences website.

Fig 2.1 Account activation email
**Step 3: Dashboard**

Once you log in into the registration website, please click on the CONFERENCES menu item on the top of the page or on the CONFERENCES link under My Conferences list.

Find SAC 2019 conference in the list and click on the REGISTER link on the right side to start the registration process.

![Dashboard Image](image)

**Fig 3.1. Start the registration process**
**Step 4: Registration: Personal Details**

To start the registration please provide some basic information: your affiliated organization and the title of your accepted paper.

In case you are a member of ACM or SIGAPP, you must provide your valid membership number.

Flight details section is for people who would like to reserve transfers from/to the airport, and it is not mandatory. This information can be provided after you actually book your flight. Therefore, you may skip this section at this moment.

![Fig 4.1. Registration step 1: Personal details](image-url)
Step 5: Registration: Registration Fees

Conference registration fees can vary depending on the date. The earlier you register, the lower prices are.

Please select the appropriate registration fee from the options below:

![Registration Fees Table]

NOTE 1:

Please do NOT select member registration fees if you are not a valid member of ACM or SIGAPP. Your membership number will be checked against the ACM/SIGAPP records and until the membership is confirmed your registration will not be considered valid.
**Step 6: Registration: Conference Extras (optional)**

In case you need extra pages in your paper or poster, please select the number of pages you would like to purchase:

Fig 6.1 Registration step 3: Conference Extras
**Step 7: Registration: Accommodation (optional)**

To book the accommodation during your stay at the conference please select one of the rooms offered below.

**NOTE 1:**

In case that you decide to book a Half double room in the venue hotel, please take note of the *Share code* available below the room name (you will also receive this code in the confirmation email). The person that is supposed to share a room with you should be given the appropriate code in order to enter it at the time of their registration, which will connect the room booking back to you and you will end up in the same room.
**Step 8: Registration: Transportation (optional)**

To make your journey easier, we are offering a taxi transportation at your arrival or departure. Please select appropriate transfer(s) from the list below:

*Please tick the box if you would NOT like to share your transfer. In case of shared transfer, you will receive a 30% refund after the completion of the conference.*

![SAC 2019 - 05 Transportation](image_url)

Fig 8.1 Registration step 5: Transportation
Step 9: Registration: Car Hire (optional)

You can reserve your car rental here.

Fig 9.1 Registration step 6: Car hire

NOTES ON EXTRAS:

- Auto Supplement – additional charge for upgrading from Manual to Automatic transmission
- Hard Top Supplement – additional charge for hard top available on convertible cars only
- One Day Supplement – additional charge for less than 2 day rental
**Step 10: Registration: Additional Options (optional)**

Please select item(s) from the following list in case you need to purchase a tutorial luncheon package for yourself, banquet ticket(s) for accompanying person(s) or additional USB proceedings.

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**Fig 10.1 Registration step 7: Additional Options**
Step 11: Registration: Notes (optional)

The final step in the registration is where you get to tell us if there is anything important that we forgot to ask. Please provide any additional information that you think might be useful.

Fig 11.1 Registration step 8: Notes
Step 12: Registration: Summary

The summary of your registration allows you to check what items have been selected during the process and verify that everything is in order. Make sure that you check our Terms and Conditions and you will be allowed to save your registration.

Fig 12.1 Registration step 9: Summary
**Step 13: Registration: Payment**

To finalize your registration, please select one of the payment methods from the list.

**Fig 13.1 Registration step 9: Payment**