

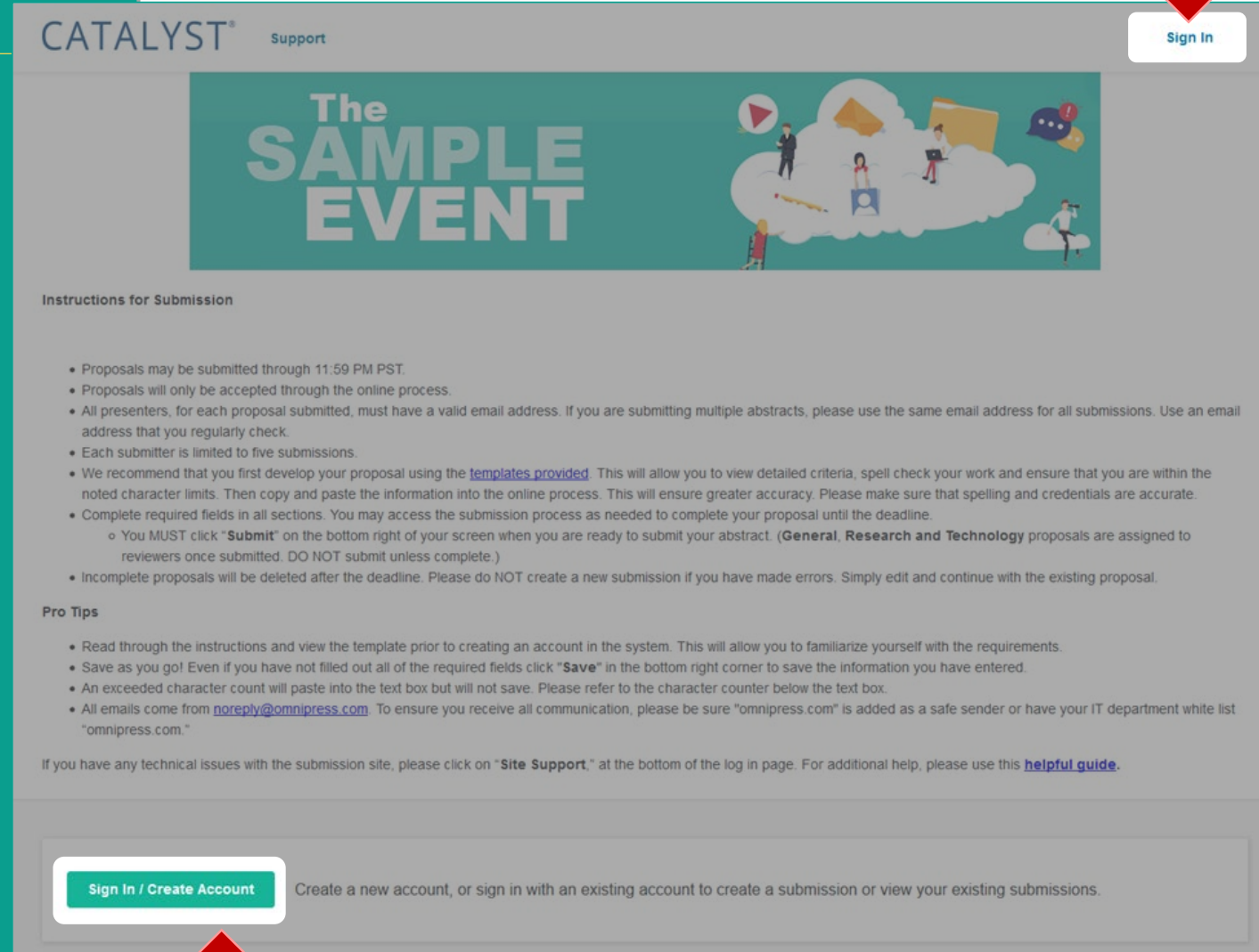
CATALYST® by Omnipress User Guide

Event Home

Read the instructions or guidelines provided by the event organizers, if there are any present.

If you are not signed in to CATALYST[®], click the **Sign In** in the upper right or the button at the bottom of the page to be taken to the sign in page.

- Some events may sign you in to CATALYST[®] automatically, if you are already signed in to the event or association's website. This will depend on the event.
- Your page will have different artwork and instructions than the example at right.



The screenshot shows the CATALYST Support page for 'The SAMPLE EVENT'. At the top right, there is a 'Sign In' button with a red arrow pointing down to it. The main header features the event title 'The SAMPLE EVENT' with an illustration of people working on a cloud. Below this is the 'Instructions for Submission' section, which contains a list of guidelines for proposal submission. A 'Pro Tips' section follows, providing additional advice. At the bottom, there is a 'Sign In / Create Account' button with a red arrow pointing up to it, and a link to 'Site Support'.

CATALYST[®] Support

The SAMPLE EVENT

Instructions for Submission

- Proposals may be submitted through 11:59 PM PST.
- Proposals will only be accepted through the online process.
- All presenters, for each proposal submitted, must have a valid email address. If you are submitting multiple abstracts, please use the same email address for all submissions. Use an email address that you regularly check.
- Each submitter is limited to five submissions.
- We recommend that you first develop your proposal using the [templates provided](#). This will allow you to view detailed criteria, spell check your work and ensure that you are within the noted character limits. Then copy and paste the information into the online process. This will ensure greater accuracy. Please make sure that spelling and credentials are accurate.
- Complete required fields in all sections. You may access the submission process as needed to complete your proposal until the deadline.
 - You MUST click "**Submit**" on the bottom right of your screen when you are ready to submit your abstract. (**General, Research and Technology** proposals are assigned to reviewers once submitted. DO NOT submit unless complete.)
- Incomplete proposals will be deleted after the deadline. Please do NOT create a new submission if you have made errors. Simply edit and continue with the existing proposal.

Pro Tips

- Read through the instructions and view the template prior to creating an account in the system. This will allow you to familiarize yourself with the requirements.
- Save as you go! Even if you have not filled out all of the required fields click "**Save**" in the bottom right corner to save the information you have entered.
- An exceeded character count will paste into the text box but will not save. Please refer to the character counter below the text box.
- All emails come from noreply@omnipress.com. To ensure you receive all communication, please be sure "omnipress.com" is added as a safe sender or have your IT department white list "omnipress.com."

If you have any technical issues with the submission site, please click on "**Site Support**," at the bottom of the log in page. For additional help, please use this [helpful guide](#).

Sign In / Create Account Create a new account, or sign in with an existing account to create a submission or view your existing submissions.

Signing In

Enter your *email address* and *password* for your CATALYST[®] account and click **Sign In**.

If you can't sign in:

- Make sure you entered your email and password correctly.
- The **Forgot password** link emails you a password reset email with a special link.

Association memberships or event registrations are *separate* from having a CATALYST[®] account.

You may not yet have a CATALYST[®] account and need to create one. Click the **Create New Account** button.

The image shows a screenshot of the CATALYST login interface. At the top, the CATALYST logo is displayed. Below it are two input fields: 'Email Address' (with an envelope icon) and 'Password' (with a lock icon). Under the password field, there is a checked 'Remember Me' checkbox and a 'Forgot password' link. A blue 'Sign in' button is positioned below these elements, and a grey 'Create New Account' button is at the bottom. Three red arrows point to the 'Forgot password' link, the 'Sign in' button, and the 'Create New Account' button. At the very bottom, a footer text reads: 'Need help signing in? Contact CATALYST Support'.

Creating an Account

To create a CATALYST® account, enter your Email Address, Password, Confirm Password, First Name, and Last Name.

- Follow the password requirements.
- Be sure to spell your email address correctly!

Click the **Create Account** button.

- CATALYST® will send you a “Confirm your account” email in a few minutes. Click the link in the email to verify your account.

To return to the sign in page click **Sign In**.

To get technical support, click the **Contact CATALYST Support** link to open a ticket.

The screenshot shows the CATALYST account creation interface. It features a header with the CATALYST logo, followed by input fields for Email Address, Password, Confirm Password, First Name, and Last Name. Below these fields are two buttons: 'Create Account' (highlighted in blue) and 'Sign In' (greyed out). At the bottom, there is a link for 'Need help signing in? Contact CATALYST Support'. A callout box on the right lists password requirements: 'Password must' followed by three bullet points: 'Be at least 8 characters long', 'Contain a lowercase letter (a-z)', and 'Contain an uppercase letter (A-Z)'. Red arrows point to the 'Create Account' and 'Sign In' buttons, and another red arrow points to the 'Contact CATALYST Support' link.

The CATALYST® Dashboard

Dashboard

The **Dashboard** is the overview for all your activity in CATALYST[®].

You can visit your Dashboard directly when you click the **Dashboard** link in the header, or when you sign in to CATALYST[®] directly using:

<https://catalyst.omnipress.com/>

The screenshot displays the CATALYST Dashboard for a user named Sam Sample. The main content area is titled 'MY EVENTS' and features a search bar, a 'Show Upcoming Deadlines' checkbox, and tabs for 'Current Events' and 'Past Events'. Two events are listed:

- 16th Annual Developers' Conference** (MAY 10, May 10 - October 17, 2019):

MY SUBMISSIONS				1 UPCOMING DEADLINE
SUBMITTED	IN PROGRESS	NOT STARTED	WITHDRAWN	
0	0	1	0	View All
- Manual Designers' Conference & Expo** (DEC 19, December 19 - 21, 2019):

MY SUBMISSIONS				
SUBMITTED	IN PROGRESS	NOT STARTED	WITHDRAWN	
1	1	0	0	View All

The right sidebar, titled 'MY SUMMARY', includes:

- TO DO:** 1 UPCOMING DEADLINE, 1/3 Completed Submissions, 0/0 Completed Reviews.
- NOTIFICATIONS:** 1 Unread Notifications (with a [View all](#) link).
- SUGGESTED EVENTS:**
 - OCT 2: CrowdSourceCon 6
 - MAR 6: Conversations On Motion 2021

Dashboard: My Summary

Under **My Summary** to the right, the **To Do** section lets you know if you have submissions still in progress, or upcoming deadlines.

A count of your unread and new notifications will appear under the **Notifications** section.

If you've participated in an event in CATALYST[®] before, you might see recommendations for currently open events under **Suggested Events**.

The screenshot displays the CATALYST dashboard interface. At the top right, a red arrow points to the user profile icon, which has a notification badge. The main content area is titled 'MY EVENTS' and includes a search bar, a 'Show Upcoming Deadlines' checkbox, and tabs for 'Current Events' and 'Past Events'. Two event cards are visible: '16th Annual Developers' Conference' (May 10 - October 17, 2019) and 'Manual Designers' Conference & Expo' (December 19 - 21, 2019). Each event card has a 'MY SUBMISSIONS' table with columns for 'SUBMITTED', 'IN PROGRESS', 'NOT STARTED', and 'WITHDRAWN'. The '16th Annual Developers' Conference' card shows 0 submitted, 0 in progress, 1 not started, and 0 withdrawn, with a '1 UPCOMING DEADLINE' indicator. The 'Manual Designers' Conference & Expo' card shows 1 submitted, 1 in progress, 0 not started, and 0 withdrawn. A 'View All' button is present for each event's submissions table. On the right sidebar, the 'MY SUMMARY' section includes a 'TO DO' section with '1 UPCOMING DEADLINE', '1/3 Completed Submissions', and '0/0 Completed Reviews'. Below that is a 'NOTIFICATIONS' section with '1 Unread Notifications' and a 'View all' link. The 'SUGGESTED EVENTS' section lists 'CrowdSourceCon 6' (Oct 2) and 'Conversations On Motion 2021' (Mar 6).

Dashboard: Submissions

If you have one or more submissions in an event, the statuses will be summarized under the event's name on the Dashboard under **My Events**.

- You can use **Search** or check **Show Upcoming Deadlines** to filter the list.
- Click **View All** to go to the submission instructions page and your list of submissions in that event, or to create a new submission.

Looking to create a new submission, but you have no events listed?

Go to the website for the event and find the link to start a new submission.

The screenshot displays the CATALYST dashboard interface. At the top, there are navigation links for 'Dashboard' and 'Support', and a user profile for 'Sam Sample'. A red arrow points to the 'Show Upcoming Deadlines' checkbox in the 'MY EVENTS' section. Below this, two event cards are shown:

- 16th Annual Developers' Conference** (May 10 - October 17, 2019):

MY SUBMISSIONS				1 UPCOMING DEADLINE
SUBMITTED	IN PROGRESS	NOT STARTED	WITHDRAWN	
0	0	1	0	View All
- Manual Designers' Conference & Expo** (December 19 - 21, 2019):

MY SUBMISSIONS				
SUBMITTED	IN PROGRESS	NOT STARTED	WITHDRAWN	
1	1	0	0	View All

The right sidebar contains a 'MY SUMMARY' section with '1 UPCOMING DEADLINE', '1/3 Completed Submissions', '0/0 Completed Reviews', and '1 Unread Notifications'. Below that is a 'SUGGESTED EVENTS' section listing 'CrowdSourceCon 6' and 'Conversations On Motion 2021'.

Dashboard: Past Events

To access past events you have participated in, click **Past Events**.

The *event organizers* decide how long to keep information in CATALYST[®] once the event has ended.

- Once an event has been removed from CATALYST[®], its submissions are permanently erased and cannot be recovered.

CATALYST[®] should not be relied on for long term storage of your submission. Keep a copy of submitted form data on your computer!

The screenshot shows the CATALYST dashboard interface. At the top, there are navigation links for 'Dashboard' and 'Support', and a user profile for 'Sam Sample'. The main content area is titled 'MY EVENTS' and features a search bar, a 'Show Upcoming Deadlines' checkbox, and two tabs: 'Current Events' and 'Past Events'. A red arrow points to the 'Past Events' tab. Below the tabs, two event cards are visible:

- 16th Annual Developers' Conference** (MAY 10, May 10 - October 17, 2019):

MY SUBMISSIONS				1 UPCOMING DEADLINE	View All
SUBMITTED	IN PROGRESS	NOT STARTED	WITHDRAWN		
0	0	1	0		
- Manual Designers' Conference & Expo** (DEC 19, December 19 - 21, 2019):

MY SUBMISSIONS				View All
SUBMITTED	IN PROGRESS	NOT STARTED	WITHDRAWN	
1	1	0	0	

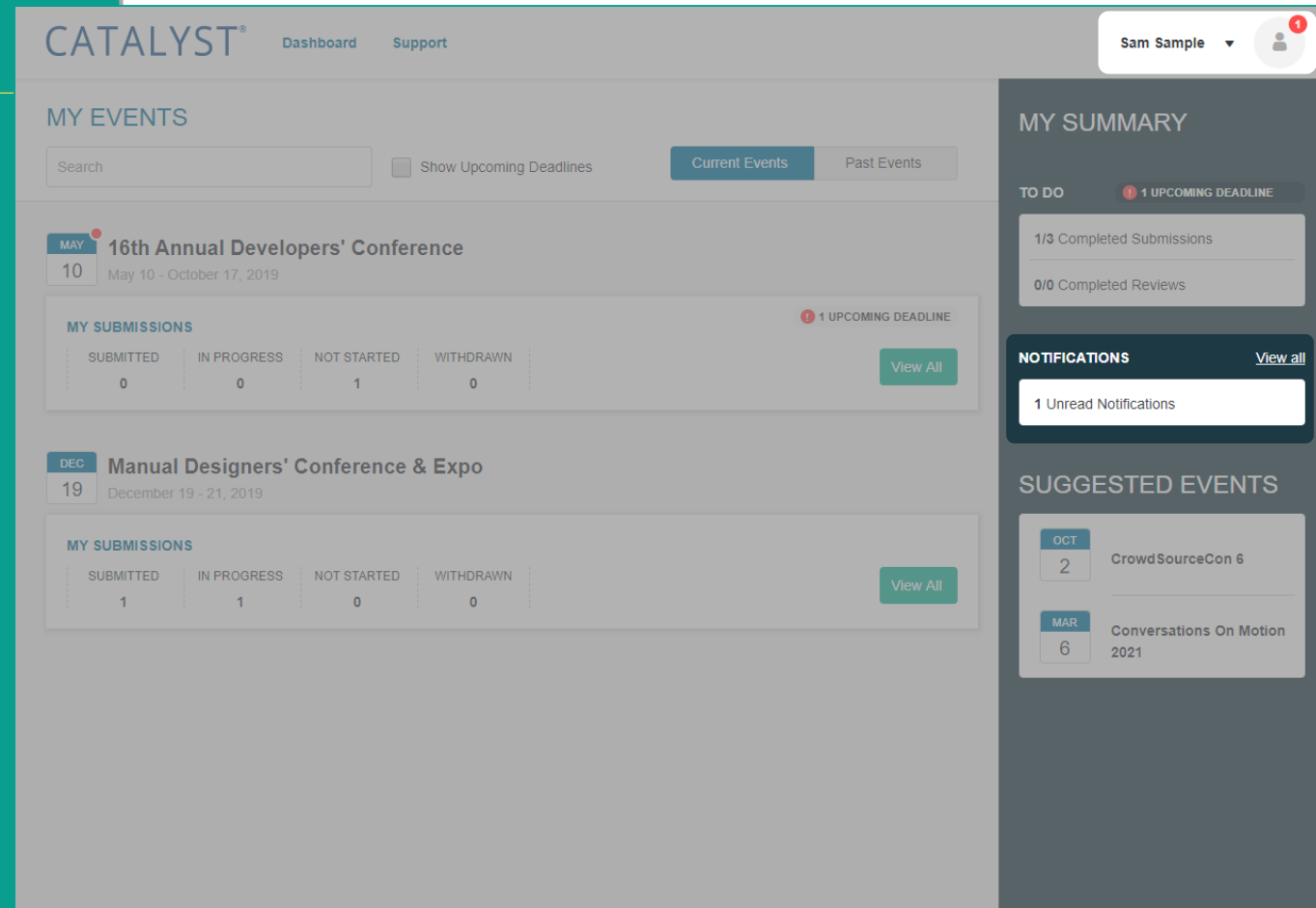
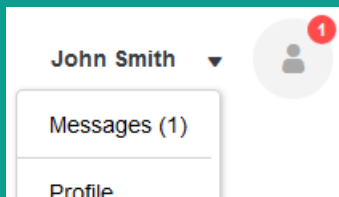
The right sidebar contains a 'MY SUMMARY' section with 'TO DO' (1 UPCOMING DEADLINE), '1/3 Completed Submissions', '0/0 Completed Reviews', 'NOTIFICATIONS' (1 Unread Notifications), and 'SUGGESTED EVENTS' (CrowdSourceCon 6, Conversations On Motion 2021).

Messages

If your event organizers sends you a message through CATALYST[®], a copy is retained under **Notifications**.

To view your messages:

- Click **View all** in the **Notifications** section on your **Dashboard**, or
- Select **Messages** from the **account menu** next to your name (or email address) in the upper right.



Managing Notifications

From this list you can:

- Click the subject line of a message to read the message
- Use the [...] menu to **Mark as Read, Mark as Unread, Delete**
- Filter the list to a particular event or status
- Search messages by title

Notifications are only *copies* of emails sent to you.

- Messages *cannot* be replied to from within CATALYST[®] at this time.
- You should use your regular email software to communicate back and forth with event organizers.

The screenshot displays the CATALYST user interface. At the top, the CATALYST logo is on the left, and navigation links for 'Dashboard' and 'Support' are in the center. On the right, the user's name 'Sam Sample' and a profile icon are visible. Below the navigation bar, the 'NOTIFICATIONS' section is shown, including a 'Sort by: Time' dropdown and filter buttons for 'All Events' and 'All Messages', along with a search bar. A notification is highlighted in blue, with the subject 'Please complete your submission!' and a timestamp of 'Jan 1, 2020 4:00 PM (UTC-12:00)'. The notification content reads: 'Hello, We noticed your submission needs completing, and th... organizer@association.org'. To the right, a detailed view of this notification is shown, including the subject, timestamp 'Oct 10, 2019 4:37 AM (UTC-12:00)', and the message body: 'Hello, We noticed your submission needs completing, and the deadline is coming. organizer@association.org'.

Submissions

Managing Your Submissions

Once signed in, any submissions you have access to appear on the Event Home page, below the instructions.

- If it is before the deadline, you may click **New Submission** to start a new submission.
- Click any box under **Filter Submissions** to only show submissions with that status. You may select multiple.
- Click a submission to view or edit that submission.
- You can collapse or expand the section by clicking the arrow at upper right.

• Incomplete proposals will be deleted after the deadline. Please do NOT create a new submission if you have made errors. Simply edit and continue with the existing proposal.

Pro Tips

- Read through the instructions and view the template prior to creating an account in the system. This will allow you to familiarize yourself with the requirements.
- Save as you go! Even if you have not filled out all of the required fields click "**Save**" in the bottom right corner to save the information you have entered.
- An exceeded character count will paste into the text box but will not save. Please refer to the character counter below the text box.
- All emails come from noreply@omnipress.com. To ensure you receive all communication, please be sure "omnipress.com" is added as a safe sender or have your IT department white list "omnipress.com."

If you have any technical issues with the submission site, please click on "**Site Support**," at the bottom of the log in page. For additional help, please use this [helpful guide](#).

MY SUBMISSIONS

Abstract Collection

New Submission

You may create up to 1 more submission

Filter Submissions:

SUBMITTED

1

IN PROGRESS

1

NOT STARTED

1

WITHDRAWN

0

CALL FOR ABSTRACTS

NOT STARTED

0079_0179_000006

SUBMITTED

0079_0179_000004 Parameterized Texture-mapped Preprocessing

IN PROGRESS

0079_0179_000001 Logarithmic Estimation of Caustics for Light Fields

Creating a Submission

After clicking **New Submission**, a new submission form will be created for you.

- A message “New submission has been created” will display briefly.

You can now start filling out your submission.

[0040-000248] (UNTITLED SUBMISSION)

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Abstract Information

Fields marked with an asterisk (*) are **required**.

Title *
Enter the title of your abstract or presentation below. Please use Title Case. This will be used as the title of this submission.

Submission Type *

Please select the type of proposal you are submitting:

- Oral Presentation
 Poster

Topic *

Select the topic you believe best fits your

EXAMPLE FORM

Navigating the Form

The **Back** and **Next** buttons move you through the form steps.

- These are found at the top and bottom of each form page.

Click a **page tab** to jump directly to that form step.

- Forms usually have more than one page tabs.

[0040-000248] (UNTITLED SUBMISSION)

Guidelines Abstract Supporting Info Authors

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Abstract Information

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Title *
Enter the title of your abstract or presentation below. Please use Title Case. This will be used as the title of this submission.

Submission Type *
Please select the type of proposal you are submitting:

Oral Presentation
 Poster

Topic *
Select the topic you believe best fits your

EXAMPLE FORM

Please click **Next** below to continue.

< Back Next >

Not published Save Submit Withdraw Print

Saving your Submission

At any time you can click **Save** to save your progress.

- It is strongly recommended you save your form data frequently.

Saving only stores your progress.
It does not submit the form.

- You can leave the CATALYST[®] system and return to edit a submission any time before the deadline.

All your submissions for an event are visible on the event **Home**.

[0040-000248] (UNTITLED SUBMISSION)

Guidelines Abstract Supporting Info Authors

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Submission Type *
Please select the type of proposal you are submitting:

Oral Presentation
 Poster

Topic *
Select the topic you believe best fits your

EXAMPLE FORM

Please click **Next** below to continue.

< Back Next >


Not published

Save Submit Withdraw Print


Required Fields

Fields marked with an asterisk (*) are required and must be completed.

CATALYST[®] will indicate which required fields are incomplete when you click **Save** or **Submit**.

- A form tab will display a  symbol if one or more required fields on that tab are incomplete.

[0040-000248] (UNTITLED SUBMISSION)

Guidelines **Abstract**  Supporting Info Authors

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Abstract Information

Fields marked with an asterisk (*) are **required**.

Title *
Enter the title of your abstract or presentation below. Please use Title Case. This will be used as the title of this submission.

This field is required


Submission Type *
Please select the type of proposal you are submitting:

Oral Presentation
 Poster

Topic *
Select the topic you believe best fits your

Please click **Next** below to continue.

< Back Next >

Not published Save  Submit Withdraw Print

Completing your Submission

Once your submission form is completed, click **Submit** to mark the submission as complete and ready for review assessment.

The form cannot be submitted if:

- It is past the submission deadline
- There are incomplete required fields
- You have exceeded your maximum number of incomplete or submitted forms (if set by the event organizer)

[0040-000248] (UNTITLED SUBMISSION)

Guidelines Abstract Supporting Info Authors

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Submission Type *
Please select the type of proposal you are submitting:

Oral Presentation
 Poster

Topic *
Select the topic you believe best fits your

EXAMPLE FORM

Please click **Next** below to continue.

< Back Next >

Not published

Save **Submit** Withdraw Print

Submission Confirmation

Once your form is submitted, you will be taken to a confirmation page.

- This page may contain more instructions about the collection process.

From this page, you can:

- **Return to Submission** for viewing or editing
- **Create Another Submission** if the collection permits more than one, and you have created fewer than the maximum allowed
- **Go to my Dashboard** to see all your submissions and notifications



Editing Submissions

If you submitted the form but need to make changes or upload files, you must click **Edit** to unlock the form.

- If it is past the submission deadline, you will not be able to make changes to your submission.

It is important to click **Submit** again to commit your changes, even if you clicked Submit before.

- Submissions left in Edit mode after the deadline are not considered complete and may not be accepted.

[0040-000248] STUDYING SCATTER/GATHER I/O USING COMPACT INFORMATION

Guidelines Abstract Supporting Info Authors

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Abstract Information

Fields marked with an asterisk (*) are **required**.

Title *
Enter the title of your abstract or presentation below. Please use Title Case. This will be used as the title of this submission.

Studying Scatter/Gather I/O Using Compact Information

Submission Type *
Please select the type of proposal you are submitting:

Oral Presentation
 Poster

Topic *
Select the topic you believe best fits your

Power Consumption and Manager

EXAMPLE FORM

Please click **Next** below to continue.

< Back Next >

Published on Sep 28, 2016 7:37 PM

Edit Withdraw Print

Withdrawing Submissions

If you wish to completely withdraw your submission from the event, click **Withdraw**.

- If permitted by the event organizers, one can click **Un-Withdraw** to restore the submission before the submission deadline.
- There may be a limit to the number of submissions you can withdraw.
- It is not possible to *delete* a submission. Submissions can only be *withdrawn*.

[0040-000248] STUDYING SCATTER/GATHER I/O USING COMPACT INFORMATION

Guidelines Abstract Supporting Info Authors

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Studying Scatter/Gather I/O Using Compact Information

Submission Type *
Please select the type of proposal you are submitting:

Oral Presentation
 Poster

Topic *
Select the topic you believe best fits your

Power Consumption and Manager

EXAMPLE FORM

Please click **Next** below to continue.

< Back Next >

Published on Sep 28, 2016 7:37 PM

Edit **Withdraw** Print

Printing a Submission Form

Click **Print** to preview and print a copy of the current submission form.

Print can only create a printout of the current visible form. If your submission has been moved to a new form “round” it is not currently possible to print out data from a previous round.

Printed copies of a form, or those filled out by hand are not acceptable for submission.

[0040-000248] STUDYING SCATTER/GATHER I/O USING COMPACT INFORMATION

Guidelines Abstract Supporting Info Authors

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Studying Scatter/Gather I/O Using Compact Information

Submission Type *
Please select the type of proposal you are submitting:

Oral Presentation
 Poster

Topic *
Select the topic you believe best fits your

Power Consumption and Manager


EXAMPLE FORM

Please click **Next** below to continue.

< Back Next >

Published on Sep 28, 2016 7:37 PM

Edit Withdraw **Print**



Reviewers

Dashboard: Reviews

If you have been selected to be a reviewer for an event, your review assignments summary will appear under the event, as well as the number of completed reviews under **My Summary**.

Click **View All** to go to your reviews page for that event.

The screenshot shows the CATALYST dashboard for a user named Sam Sample. The main content area is titled 'MY EVENTS' and lists two events:

- 16th Annual Developers' Conference** (MAY 10, May 10 - October 17, 2019)
 - MY SUBMISSIONS:** SUBMITTED: 0, IN PROGRESS: 0, NOT STARTED: 1, WITHDRAWN: 0. A 'View All' button is present.
 - MY REVIEWS:** COMPLETED: 0, INCOMPLETE: 0, NOT STARTED: 6, INELIGIBLE: 0. A 'View All' button is present.
- Manual Designers' Conference & Expo** (DEC 19, December 19 - 21, 2019)
 - MY SUBMISSIONS:** SUBMITTED: 1, IN PROGRESS: 1, NOT STARTED: 0, WITHDRAWN: 0. A 'View All' button is present.

On the right sidebar, the 'MY SUMMARY' section shows 'TO DO' with '1 UPCOMING DEADLINE' and '0/6 Completed Reviews'. A red arrow points to this summary. Another red arrow points to the 'View All' button for the 'MY REVIEWS' section of the first event.

Review Assignments

From this page you can:

- View your review assignments and progress for the event
- Begin or edit review assessments (if review deadline has not passed)
- Show all assignments, or narrow the list to a particular review round (if multiple rounds available)
- Filter the list to a particular status or Track (if Tracks are used)
- Search submissions by title or reference number

The screenshot displays the CATALYST user interface. At the top, the user is logged in as 'Sam Sample'. The main header shows the event '25th Annual Literature Conference' running from May 10 to October 17, 2019. The page title is 'MY REVIEW ASSIGNMENTS'. A dropdown menu is set to 'All Reviews', with 'Active' and 'Closed' filter buttons. The current view is for 'Presentations: Abstract Review'. A summary shows: 1 Completed, 1 Incomplete, 3 Not Started, and 0 Ineligible reviews. There is a checkbox for 'Show Withdrawn Submissions'. Below this, a 'Tracks' section includes a search bar and a search scope of 'Search by Submission Title, Reference Number'. The main content area lists five review assignments with their status and track information:

Status	Reference Number	Title	Track
INCOMPLETE	0217_1083_000007	Deconstructing Sartre: Constructivism and subdialectic materialism	TR1
COMPLETED	0217_1083_000003	Expressionism in the works of Rushdie	TR2
INCOMPLETE	0217_1083_000002	Realities of Collapse: Objectivism, Marxism and textual theory	TR1, TR3
IN PROGRESS	0217_1083_000004	The presemantistic paradigm of context	TR3, TR3 > Str3-2
INCOMPLETE	0217_1083_000009	Semiotic narrative in the works of Stone	TR2

Review Management

Selecting a status under **Filter Reviews** narrows the list to that status. You may select or deselect any combination of filters.

- If a submission is withdrawn after it was assigned to be reviewed, it will not appear in your list.
- Check the **Show Withdrawn Submissions** box to see these submissions.

Click **Closed** to access your assessments in review rounds that are no longer open for review.

CATALYST[®] Dashboard Support Sam Sample

MAY 10 25th Annual Literature Conference
May 10 - October 17, 2019

MY REVIEW ASSIGNMENTS

All Reviews Active Closed

Presentations: Abstract Review

Filter Reviews:

COMPLETED 1 INCOMPLETE 1 **NOT STARTED 4** INELIGIBLE 0 Show Withdrawn Submissions

Tracks:

Select Tracks Search by Submission Title, Reference Number

INCOMPLETE	0217_1083_000007	Deconstructing Sartre: Constructivism and subdialectic materialism	TR1
INCOMPLETE	0217_1083_000002	Realities of Collapse: Objectivism, Marxism and textual theory	TR1, TR3
INCOMPLETE	0217_1083_000008	Subcapitalist constructive theory and constructivism	TR3 WITHDRAWN
INCOMPLETE	0217_1083_000009	Semiotic narrative in the works of Stone	TR2

CATALYST® Support

Technical Support

Click **Support** in the header of most pages to bring up **CATALYST[®] Technical Support**.

- Ask your question and click **Search** to see if it can be answered by the CATALYST[®] Knowledgebase first.
- If an answer to your question is not found, click **Leave us a message** to create a support ticket.

The Support form **does not contact the event organizers**. It is only for system technical support.

The screenshot shows the CATALYST user interface. A red arrow points to the 'Support' button in the top navigation bar. The 'Support' modal window is open, displaying a search bar with the text 'Un-withdraw?' and a 'Search' button. Below the search bar, the 'Top results' section lists four items:

1. How do I resume a submission that was Withdrawn?
2. I cannot attend and need to withdraw my presentation.
3. How do I contact Technical Support?
4. How do I share my submission with others?

At the bottom of the modal, there are two buttons: 'Cancel' and 'Leave us a message'.

The background interface shows the 'MY EVENTS' section with two event cards: '16th Annual Developers' (May 10 - October 17, 2019) and 'Manual Designers' Conference & Expo' (December 19 - 21, 2019). The 'MY SUBMISSIONS' and 'MY REVIEWS' sections are also visible, showing counts for various submission statuses.

Technical Support

Filling out the support form with as many details as possible helps support agents investigate your issue.

- It is important to enter the name of the event, as there are hundreds of active events in CATALYST[®].

Support can only answer technical questions related to the CATALYST[®] system.

- For questions related to the event or submission/review *process*, please visit the event website or contact the organizers directly.

Support has no authority to accept submissions or extend deadlines.

The screenshot shows the CATALYST user interface with a 'CATALYST Technical Support' modal form open. The background shows a dashboard with navigation links for 'Dashboard' and 'Support', and a user profile for 'Sam Sample'. The dashboard includes sections for 'MY EVENTS', 'MY SUBMISSIONS', 'MY REVIEWS', and 'MY SUMMARY'. The 'MY EVENTS' section lists two events: '16th Annual Developers' Conference' (May 10 - October 17, 2019) and 'Manual Designers' Conference' (December 19 - 21, 2019). The 'MY SUBMISSIONS' and 'MY REVIEWS' sections show counts for 'SUBMITTED', 'IN PROGRESS', and 'NOT STARTED'. The 'MY SUMMARY' section shows 'TO DO' items: '1 UPCOMING DEADLINE', '1/3 Completed Submissions', and '0/6 Completed Reviews'. The 'NOTIFICATIONS' section shows '0 Unread Notifications'. The 'SUGGESTED EVENTS' section lists 'CrowdSourceCon 6' (Oct 2) and 'Conversations On Motion 2021' (Mar 6). The 'CATALYST Technical Support' form is overlaid on the dashboard and contains the following fields: 'Your name *' (filled with 'Sam Sample'), 'Email address *' (filled with 'ssample@mymail.com'), 'Full name of conference or event *' (filled with '16th Annual Literature Conference'), 'Subject *' (filled with 'Subject'), and 'How can we help you? *' (filled with 'How can we help you?'). The form has 'Cancel' and 'Send' buttons at the bottom right. A red arrow points to the 'Full name of conference or event *' field.