

IEACon 2026 Guide for Authors

IEEE PDF eXpress Verification and Final Manuscript Submission

Purpose

To guide accepted authors in creating or verifying an IEEE-compatible PDF file before submitting the final manuscript.

Conference ID

68870X

PDF eXpress website

<https://ieee-pdf-express.org/>

Final submission system

EDAS

Important: Authors must download the PDF file that has been successfully generated or verified by IEEE PDF eXpress and upload that file as the final manuscript in EDAS.

Before You Begin

- Ensure that your final manuscript follows the applicable IEEE conference template and page limit.
- Prepare the final manuscript either in Microsoft Word or PDF format for upload to IEEE PDF eXpress.
- Use the same paper title in IEEE PDF eXpress as the accepted paper title in EDAS.
- If you have more than one accepted paper, create a separate title entry in IEEE PDF eXpress for each paper.

Step-by-Step Instructions

Step 1: Access IEEE PDF eXpress

Go to the IEEE PDF eXpress website and select the option to create a new account if you are using the system for the first time.

Figure 1. IEEE PDF eXpress account creation page.

Step 2: Create or Associate Your Account

Enter the IEACon 2026 Conference ID, your email address, and your password. If you already have an IEEE PDF eXpress account, select the option to associate your existing account with this conference.

Note: The Conference ID for IEACon 2026 is 68870X.

Step 3: Complete the User Profile

Complete all required user profile information and submit the form. After the profile has been completed, proceed to the dashboard.

Figure 2. Dashboard link after account setup.

Step 4: Create a New Paper Title

From the dashboard, click Create New Title to begin the PDF verification or conversion process for your accepted paper.

Paper ID	Paper Title	Filename	Status ⌵	PDF	Source	Action
Paper not found						

If you do not receive a PDF within 24 Hours, contact Technical Support

Figure 3. Create New Title option in the dashboard.

Step 5: Enter the Paper Title

Enter the accepted paper title accurately and click Continue. The title should match the final manuscript title submitted in EDAS.

The screenshot shows a progress bar at the top with four steps: 1. Create Title (checked), 2. Upload File (current), 3. File Received Result, and 4. Convert PDF. Below the progress bar is a text input field labeled "Paper Title*" with a red asterisk. The field contains the placeholder text "Text Message" and a character count of "500 characters remaining". A blue "CONTINUE" button is positioned below the field.

Figure 4. Paper title entry page.

Step 6: Upload the Manuscript File

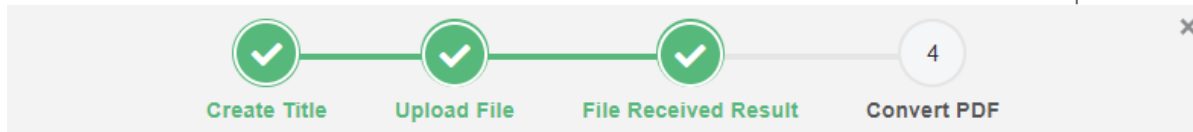
Upload your final manuscript file. IEEE PDF eXpress accepts Word or PDF files. After selecting the file, click Continue.

The screenshot shows a progress bar at the top with four steps: 1. Create Title (checked), 2. Upload File (checked), 3. File Received Result (current), and 4. Convert PDF. Below the progress bar is a large dashed box containing a document icon with an upload arrow and the text "Drag and drop or Browse files to upload". Below the dashed box are two buttons: "BACK" and "CONTINUE".

Figure 5. Manuscript file upload page.

Step 7: Confirm the Upload

Review the upload information and click Continue again to start the conversion or verification process.



If you submitted a file for conversion, a PDF will be sent to you shortly via email. This PDF will also be available through your account. In addition, you will receive an email confirming receipt of your source file or archive.

File Detail	
File name:	TP DRAFT_V5.docx
Size in bytes:	4858381
Content type:	application/vnd.openxmlformats-officedocument.wordprocessingml.document

If you do not receive a PDF within 24 Hours, contact [Technical Support](#)

CONTINUE

Figure 6. Upload confirmation page.

Step 8: Wait for File Processing

The conversion or verification process will begin. Word files may take longer to process than PDF files. Wait until the status is completed.

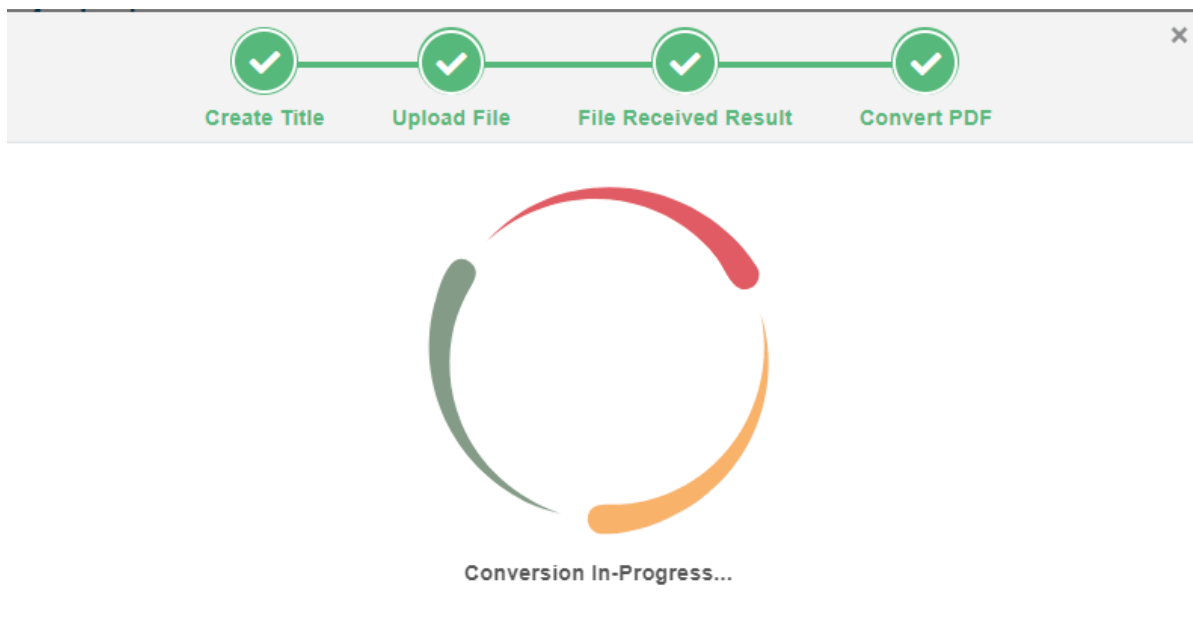


Figure 7. Conversion or verification in progress.

Step 9: Check the Result

If the file has been successfully converted or verified, IEEE PDF eXpress will display a success message.

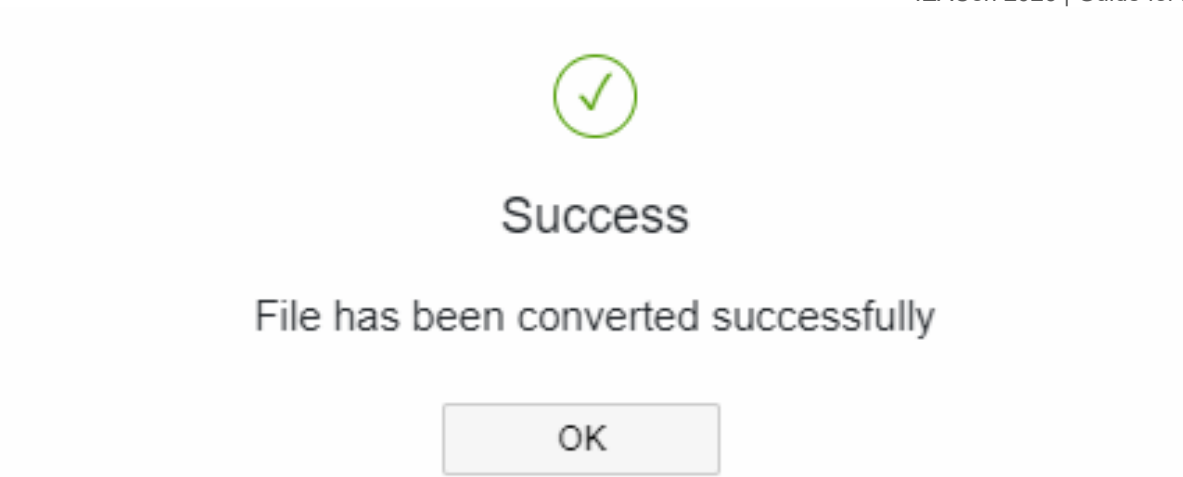


Figure 8. Successful conversion or verification message.

Step 10: Download the Verified PDF and Upload to EDAS

Click the Download PDF icon to download the IEEE PDF eXpress verified file. Upload this verified PDF file to EDAS as your final manuscript.

IEEE PDF eXpress® Dashboard: 57739x

- To begin, click on the "CREATE NEW TITLE" button. You can convert 20 source files and check 10 PDF files with one Paper ID.
- Click "RELOAD" button to refresh the PDF Conversion/Validation status.
- You are encouraged to correct all content, spelling, and grammatical errors before using this service.
- After using IEEE PDF eXpress®, submit your IEEE Xplore-Compatible PDF by **09/30/2023**

RELOAD CREATE NEW TITLE

Paper ID	Paper Title	Filename	Status ⚠	PDF	Source	Action
2023017810	paper1	2023017810.pdf	Pass	0 of 10	1 of 20	D 🔄 🗑

Figure 9. Download PDF icon for the verified PDF file.

Additional Notes for Authors

- Create a new title entry for each accepted paper if you have more than one paper accepted for IEACon 2026.
- Do not upload an unverified PDF to EDAS if IEEE PDF eXpress verification is required by the conference.
- After downloading the verified PDF, review the file carefully to ensure that all figures, tables, equations, references, and author information are displayed correctly.
- If IEEE PDF eXpress reports an error, revise the source file according to the error message and repeat the upload process.

Quick Checklist

Item	Status
IEEE template followed	<input type="checkbox"/> Completed
Correct Conference ID used: 68870X	<input type="checkbox"/> Completed
Paper title matches EDAS record	<input type="checkbox"/> Completed
Final manuscript uploaded to IEEE PDF eXpress	<input type="checkbox"/> Completed
Verified PDF downloaded	<input type="checkbox"/> Completed
Verified PDF uploaded to EDAS	<input type="checkbox"/> Completed