Information system guide for news, conferences and seminars

The new system for managing news, conferences and seminars information is available at the following web address:

https://phoenix.iasbs.ac.ir/

Login to this system with your email username and password.

The system has 3 separate sections for entering news information, conferences and seminars:

Seminar information entry:

Information about seminars (defenses, public university lectures, out-of-university lectures and weekly seminars) can be found in the relevant fields. All starred fields are required.
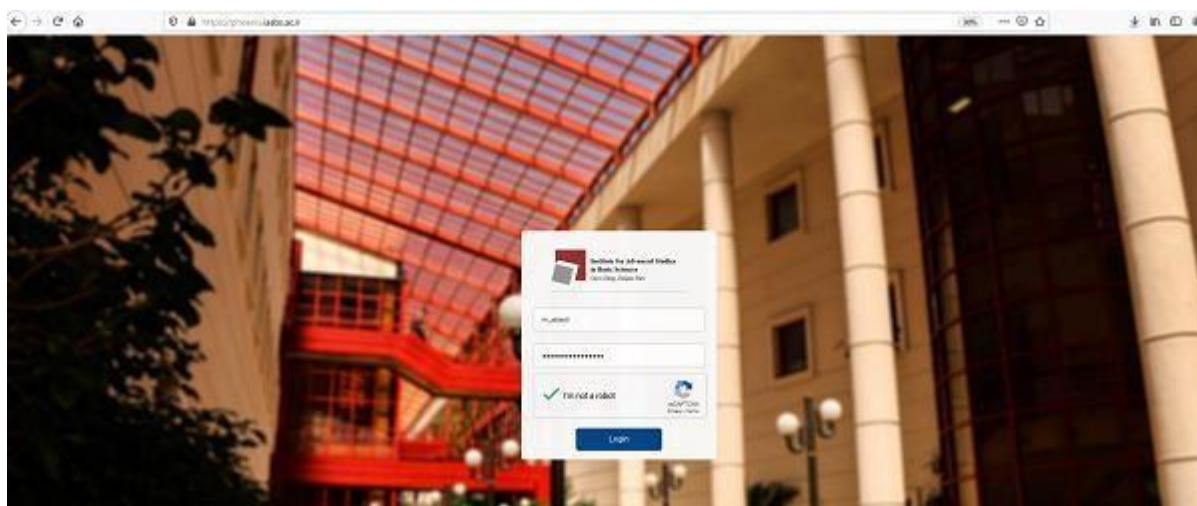
Institute for Advanced Studies in Basic Sciences

Gava Zang, Zanjan, Iran

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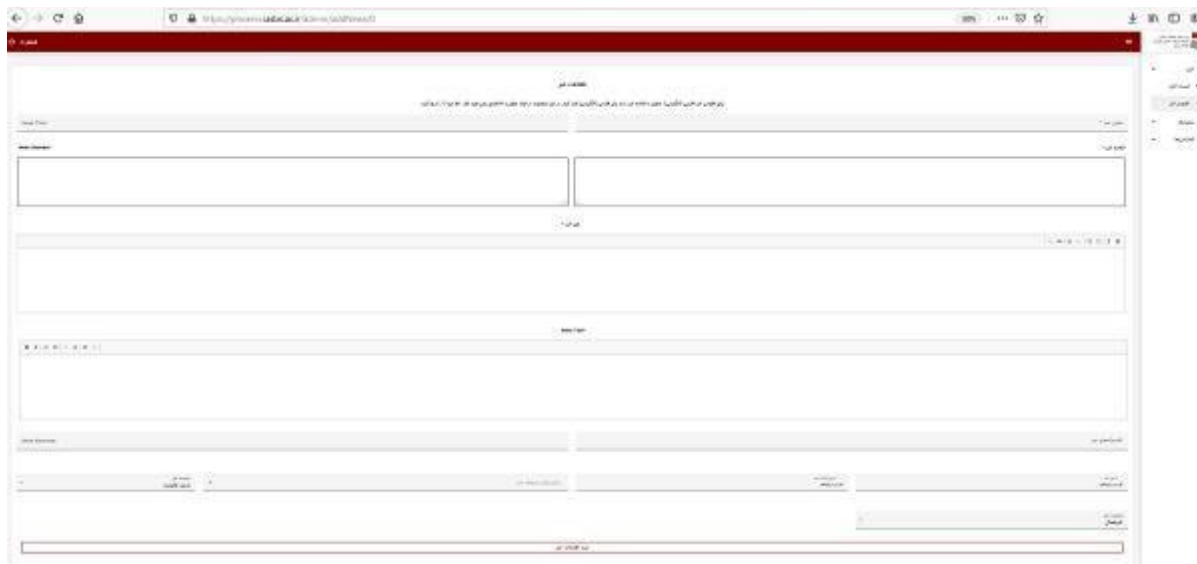

2- Enter news information

3- Entering conference information

These two sections are exactly the same when it comes to entering information. Each can be divided into 3 parts:

Part 1. This part is related to entering the main information of news or conferences: The main information is recorded in this part.

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Part 2. Attaching relevant photos: To add a photo, first record the news / conference information and then attach the photos.

Make sure the size of the attached photos is not more than 500 KB (if necessary, reduce the size of the photos with the relevant software)

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Part 3. Attaching relevant text files: To add files, first record the news / conference information and then attach the files.

The size of the attachment files must be less than 5 MB.

From the menu on the right side of the system, you can access your list of registered news, conferences and seminars.

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The new activation and editing procedure in this system is as follows:

The news and conferences recorded in the system can be activated by Ms. Moganloo (2263) who is the director of the Public Relations (PR) section of the University, while, the seminars (including defenses and lectures) can be activated by the Computer Center (2262) until further notice.

It is possible for the creator to edit the news, conference or seminar as long as it is not activated. However, after activation and placement on the web, it is no more possible for the creator to edit the news (news, seminars and conferences can only be edited in inactive state). At this time, to edit active news and conferencing on the web, ask PR to deactivate the news or conference so that you can edit it and ask them to activate it again. Call 2262 (computer center) for more information on editing seminars (defense and lectures) active on the web.