Data Value Chain in Science & Territories 14 & 15 March 2019

Extended abstract submission

Conftool instructions

The *Data value chain in science and territories international conference* uses the online application <u>ConfTool Pro</u> for the contribution submission and registration.

To submit a paper, it is first necessary to create an account:

1. Go to https://www.conftool.org/data-value-chain-2019/

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2. Click on the link Create account and submit contribution

3. Fill in all mandatory fields (marked with *) - you can also fill in optional fields. Choose a username and password as your login details.

4. Confirm your registration by clicking on **Submit and Begin with Submission of Contribution** to proceed to submission of your Extended Abstract.

You may also create only a user account and submit your contribution later by clicking on **Create User Account Only, Submit Contribution Later**.

If you already hold a ConfTool account for this conference, **do not create a second account** please use the same account for all subsequent actions.

The system will send you a confirmation e-mail at this time. Please validate your e-mail address through the link sent in the body of the e-mail to avoid future problems with incorrect e-mail addresses.

7. Once you have a user account, you can log in with your username and password under **Registered Users**.

8. Select <u>Your Submissions</u> and enter all required details for your contribution into the submission form and proceed. In the next step you can review your contribution details and return to the preceding step. Please note that you have to click on **Complete Submission** to confirm the download and save your contribution. You will receive a confirmation email to your email address

9. Until the closing date for submissions you can update your details or withdraw (and resubmit) your contribution. The last uploaded version at the time of the closing deadline for submissions will be considered for review.

Should you have some questions or problems with ConfTool you may write an e-mail to the organizing committee: DataValueChain2019@gmail.com