

May 27 - 29, 2019, Kraków, Poland

Instructions ConfTool Pro

The *fib* Symposium 2019 uses the online application ConfTool Pro for the contribution submission

How to create an account

1. Go to <https://www.conftool.com/fibkrakow2019>
2. Click on the link **Register new** or **Create account and submit contribution**
3. Fill in all mandatory fields (marked with *), and you can also fill in optional fields. Choose a username and password as your login details. You can change your password at any time.
4. Confirm your registration by clicking on **Submit and Begin With Submission of Contribution** to proceed to submission of your abstract or confirm your registration by clicking on **Create User Account Only, Submit Contribution Later** to finish your abstract submission later.

Please note: If you already hold a ConfTool account for this conference, do not create a second account for the same event in ConfTool. For example: If you have already submitted a paper or if you have already had a reviewer/member of Program Committee account please use the same account to register for conference participation, too.

5. The system will send you a confirmation e-mail at this time. When you receive it, please validate your e-mail address through the link sent in the body of the e-mail. This will help us to avoid future problems with incorrect e-mail addresses.

Note: If you do not receive a confirmation e-mail and you remember your user name and password, please log into the ConfTool system and revise your details by clicking on **Edit User Account Details**.

For more information, please read [Helpful Hints for User Registration and Log-In](#)

How to submit your abstract

1. Once you have a user account, you can log in with your username and password under **Registered Users**. If you have forgotten your password, a new one can be obtained through the **Forgotten your password?**
2. Select **Your Submissions** and select the type of contribution (Abstract of Conference Paper/Abstract of Project Presentation) you want to submit.
3. Please 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 and save your contribution.
4. Until the closing date for submissions (**30 June 2018 for Conference Papers and 31 October 2018 for Project Presentations**), 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, unless the contribution was withdrawn after submission.

After your contribution has completed the review process you will receive a message from the Organisation team by e-mail.

For more information, please read [Instruction for Submitting Authors](#)

Please remember that *fib* Symposium Krakow 2019 also uses the ConfTool system for registration of the conference participation. You should log in with your username and password and chose **Register as Participant**. Please fill in all mandatory fields (marked with *), and you can also fill in optional fields.