

Instruction for Usage of the ConfTool

Registration for Conference Participation

To register as conference participant, you need an account in the ConfTool system of this event. The account allows to access registration details and payment information at any time after registration. You can also use your account to print out the registration confirmation and your invoice.

Create a New ConfTool Account

If you have not obtained a ConfTool account for this conference before, your first step will be to create a new account. If you already have an account, please use your existing account for registration as participant.

To create a new account, select the link "Register New" on the [login page](#) and follow the instructions given there. Please enter your full name and address, and provide a valid e-mail address, as these details are required to contact you and will also be used for name badges, invoices, and receipts.

Log-in to The ConfTool System

If you already hold an account, log in with your user name and password under "Registered Users". If you have forgotten your user name or password, please follow the links next to the corresponding input fields and consider our hints for user registration and log-in.

Register New	 English	 Deutsch	Conference Time: 29/Jul/2016 3:50:07 pm CET
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ConfTool Conference Administration

Please log in to be able to **submit a contribution**, enter or view reviews or to register for **conference participation**.

If you have not yet created a user account, please do so now.

Account Login	
First time here?	
Register new	
Registered users	
E-mail or user name:	<input type="text"/> · Forgotten your user name?
Password:	<input type="password"/> · Forgotten your password?
<input type="button" value="Login"/>	

The Participant Registration Process

To start the registration process, please click on "Register as Participant" on the overview page of your ConfTool account. The registration process consists of several steps:

1. First, please state your participant status
2. Then, select events and other items you want to book for this conference
3. Please enter your payment details
4. Finally, confirm your entries and the registration terms for participants
5. Please note that your registration for participation is binding and the full fee has to be paid during registration.

Overview English  12:54:23 pm CET  Amelie Amara   Logout

Welcome, Amelie Amara!

You are logged in as user Amara.

You can select from the following options:

Your Submissions

Here you can [submit new contributions](#) and manage your submitted contributions.

You have submitted 5 contributions.

Register as Participant

Here you can register for conference participation.

Browse Conference Agenda

Overview and details of the event program.

Show User Account Details

Here you can access the personal data of your user account.

Edit User Account Details

Here you can update your personal user data.

Logout

Please sign out when you are finished to prevent unauthorized access to your account.

Logout and Return to the Main Website

Sign out and return to the website "15thSample ConfTool Conference".

1. Participation status

Registration for Participation - Step 1 of 4: Participant Status

Here you can register for conference participation. Please select your status.

After completing the registration process, you will receive a confirmation e-mail. You will also be able to print out your registration confirmation and invoice from the overview page.

1. Participant Status > 2. Event and Item Selection > 3. Payment Details > 4. Confirm Registration

Participant Status Information

* Participant Status / Group

- Senior
- Junior
- Online
- ISTAART members senior
- ISTAART members junior

[Proceed to Step 2: Event and Item Selection](#)

Overview > Participant Data Print View   

2. Events and Items

Please add all important data and additional events you would like to attend.

Registration for Participation - Step 2 of 4: Event and Item Selection

Please select the events and items of interest to you.

1. Participant Status ✓	2. Event and Item Selection	3. Payment Details	4. Confirm Registration
Participant Status Information			
User ID: 1002			
Date of First Registration: 3rd Mar 2026, 06:50:02pm (Standard)			
Participant Status / Group: Senior			
Events/Items			
Conference Fee LC Meeting 2026			Price
<input checked="" type="radio"/>	LC Meeting 2026 Conference Registration		EUR 550.00
	Wednesday, 09/Sept/2026: 9:00am - Saturday, 12/Sept/2026: 2:00pm		flat fee
	Tiroler Bildungsinstitut Grillhof, Austria		
* Select dates	Please choose... ▾	to	Please choose... ▾
Accommodation			
	Grillhof Hotel Information		
	Attention: First come, first serve.		
	We have a contingent of 22 double rooms and 22 single rooms.		
	As soon as we receive your payment for the registration fee, your room will be booked.		
	We will send you a confirmation of your room reservation. Payment is on site.		
	If the "Grillhof" is fully booked, we will send you a list of recommended hotels.		
<input type="checkbox"/>	Request for a Single room		
	Tiroler Bildungsinstitut Grillhof, Austria		
	€ 93,- per night, including breakfast		
<input type="checkbox"/>	Request for a Double room		
	Tiroler Bildungsinstitut Grillhof, Austria		
	€ 80,- per night, including breakfast.		

3. Payment details

Please enter your payment details. You will be forwarded to the the confirmation of the registration.

Registration for Participation - Step 3 of 4: Payment Details

Please enter your payment method and details.

1. Participant Status ✓		2. Event and Item Selection ✓		3. Payment Details		4. Confirm Registration	
Description		Unit Price	Fee (incl. VAT/GST)	Included VAT/GST			
Conference Fee LC Meeting 2026		€ 90.00	€ 90.00	0%			
LC Meeting 2026 Conference Registration		flat fee					
Event Location: Tiroler Bildungsinstitut Grillhof, Austria							
Dates: 09/Sept/2026 - 12/Sept/2026							
			Total Amount	€ 90.00			

Invoice Address: Choose Recipient of Invoice and Receipt

* Recipient of invoice and receipt Use the address of the participant

Invoice address if different from the address of the user account

* Recipient of invoice and receipt Use an alternative address. Please select this option and enter details below.

Payment Details

* Method of Payment

Via **credit card**, using a secure **online** payment service.
Your credit card details will be required after the participant registration process.
The following cards are accepted:

- Visa
- MasterCard

4. Confirm Registration

Registration for Participation - Step 4 of 4: Confirm Registration

Please confirm your entries by clicking on "Confirm Purchase" at the bottom of the page.
Only then you are registered as a confirmed conference participant.

After completing the registration process, you will receive a confirmation e-mail. You will also be able to print out your registration confirmation and invoice from the overview page.

1. Participant Status ✓2. Event and Item Selection ✓3. Payment Details ✓4. Confirm Registration

Name and Organization of User

Prof. [REDACTED] 1002

Austria
E-Mail [REDACTED]

Participant Status Information

User ID: **1002**
Date of First Registration: 3rd Mar 2026, 06:51:10pm (Standard)
Participant Status / Group: Online

Description	Unit Price	Fee (incl. VAT/GST)	Included VAT/GST
LC Meeting 2026 Conference Registration Event Location: Tiroler Bildungsinstitut Grillhof, Austria Dates: 09/Sept/2026 - 12/Sept/2026	€ 90.00 flat fee	€ 90.00	0%
Total Amount		€ 90.00	

Payment Details

Via **credit card**, using a secure **online** payment service.

Confirmation of Registration Terms

Terms of Registration and Payment	<ul style="list-style-type: none">The registration of participation is binding.If you have to cancel the financial responsibilities of the participants remain fully effective.The participation fees are owed upon registration and are payable within 7 days following submission of the registration (but not later than 7 days before the starting day of the event).Participation is not guaranteed until full payment of the registration fee is received.The conference program may be subject to changes.Payments will be refunded if the conference will be canceled by the organizer. In that case, the organizer will have no further liability to the client. Registrations remain valid if the conference has to be postponed.
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* **Confirm** I have read and understood the above terms of registration and payment and declare acceptance.

Return to Step 3: Payment Details

Confirm Purchase

You will receive a confirmation email.

To submit a contribution

Select "Your Submissions" and select the type of contribution you want to submit.

Please enter all required details for your contribution into the submission form (marked by asterisk) and proceed.

Welcome, Amelie Amara!

You are logged in as user Amara.

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Submission of a Contribution - Step 1

Please complete the form below in order to submit your contribution. All fields marked with an asterisk (*) must be filled in. The next steps will allow you to preview your submission, upload files to the server (if required), and to save your submission.

Once saved, you can return to and update this abstract at any time before the abstract submission deadline (15th Apr 2026, 11:59:59pm CET).

Information on This Contribution

Submitting Author 	
Submission Type / Conference Track Abstract Submissions	
* Submission Formats	Please select the format(s) of your submission.
<input type="checkbox"/>	Oral Presentation
<input type="checkbox"/>	Data blitz
<input type="checkbox"/>	Poster presentation
* Presentation Mode	Please select the preferred presentation mode(s) for your submission.
<input type="radio"/>	On-Site
<input type="radio"/>	Online

Information on Author(s)

* Author(s)	First Name(s)	Last Name	E-Mail	Org. Index 
1	Julia	Baumgartner		
2				
3				
4				
Add Rows for More Authors				
Please list one author per line. If the contribution has several authors from different organizations, please put an index number of the authors' organizations in the right column. The index numbers have to match the line numbers of the organizations below. Several organizations per author may be separated by commas. Please make sure that your co-authors agree to the storage and processing of the submission and their personal data in accordance with the Data Privacy Agreement before you proceed with the submission.				
* Organization(s)	1	Institut für Psychologie, Austria		
	2			
	3			
	4			
Add Rows for More Organizations				
Please list every organization only once . The line number of the organization has to match the index number listed above (behind the authors).				