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.
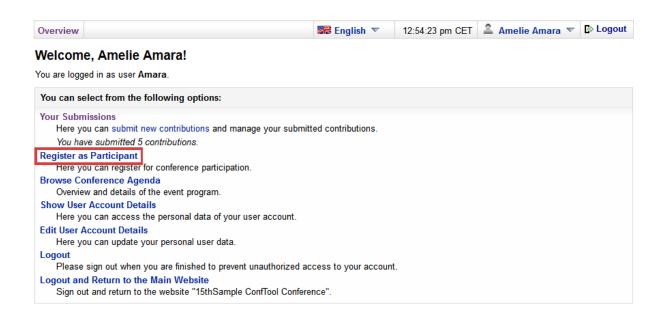
Log-in to The ConfTool System

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

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:	[ ]	· **Forgotten your user name?**
Password:	[ ]	· **Forgotten your password?**
	Login	

Contact and Legal Notice · Contact Address info@conftool.net
Conference: Demo '17

Conference Software - **ConfTool Pro 2.6.95+TC**
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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.

1.Participation status

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: 1st Mar 2024, 12:22:08pm (Standard)
Participant Status / Group: Senior

Events/Items

Conference		Price
●	**LC Meeting 2024** Monday, 09/Sept/2024: 9:00am - Wednesday, 11/Sept/2024: 2:00pm Tiroler Bildungsinstitut Grillhof, Austria	EUR 400.00 flat fee
* Select dates	Please choose... ⌄ to Please choose... ⌄	

Dinner Options

☐	**Dietary requirements**	
☐	**Do you have any food intolerances**	

Additional Options

		Price
☐	**Conference Dinner** 09.09.2024 Wilder Mann Lans	EUR 70.00
☐	**Conference Dinner vegan** 09.09.2024 Wilder Mann Lans	EUR 60.00
☐	**Patscherkofel - Please indicate a non binding interest.** 11.09.2024 We plan to take the cable car up the Patscherkofel. At the top, we can make a stop at the restaurant, have a coffee and enjoy the view. Afterwards, we can go for a short hike at the top. Costs: Cable car appr. € 26,50 per person, additional your drinks/food at the restaurant. Time: Start at 2 pm from the Grillhof with the bus to the cable car station. Last cable car leaves at 5pm to go down again.	

Accomodation 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 an e-mail with our hotel contingent.
☐	**Request for a Single room** Tiroler Bildungsinstitut Grillhof, Austria € 84,- per night, including breakfast
☐	**Request for a Double room** Tiroler Bildungsinstitut Grillhof, Austria € 72,- per night, including breakfast

Miscellaneous

Remark of Participant	

Return to Step 1: Participant Status	Proceed to Step 3: Payment Details

Overview > Participant Data   Print View 🖶 ❔ ↑

3. Payment details

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

Overview > Participant Data

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 **LC Meeting 2024** **Event Location:** Tiroler Bildungsinstitut Grillhof, Austria **Dates:** 09/Sept/2024 - 11/Sept/2024			€ 90.00 flat fee	€ 90.00	0%
		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

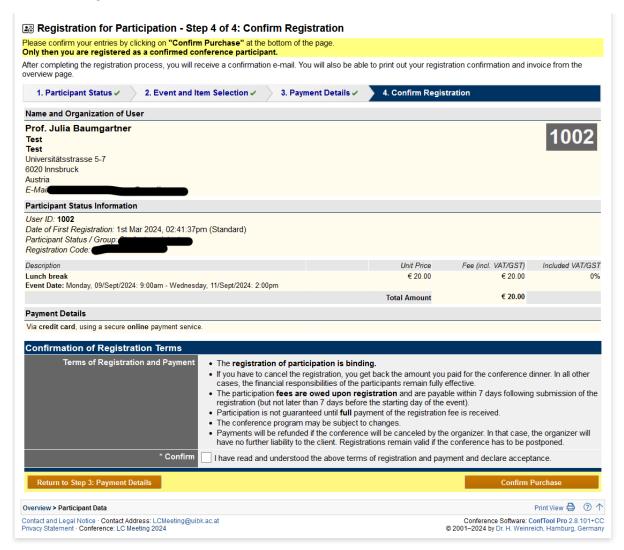| * Recipient of invoice and receipt	○ Use an alternative address. Please select this option and enter details below.

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

Miscellaneous

Remark of Participant	

Return to Step 2: Event and Item Selection	Proceed to Step 4: Confirm Registration

Overview > Participant Data   Print View

Contact and Legal Notice · Contact Address: LCMeeting@uibk.ac.at
Privacy Statement · Conference: LC Meeting 2024

Conference Software: ConfTool Pro 2.8.101+CC
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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. Julia Baumgartner
Test
Test
Universitätsstrasse 5-7
6020 Innsbruck
Austria
E-Mail ██████████████████

1002

Participant Status Information

User ID: **1002**
Date of First Registration: 1st Mar 2024, 02:41:37pm (Standard)
Participant Status / Group: ██████████████
Registration Code: ██████████

Description	Unit Price	Fee (incl. VAT/GST)	Included VAT/GST
Lunch break Event Date: Monday, 09/Sept/2024: 9:00am - Wednesday, 11/Sept/2024: 2:00pm	€ 20.00	€ 20.00	0%
Total Amount		€ 20.00	

Payment Details

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

Confirmation of Registration Terms

Terms of Registration and Payment	
	• The **registration of participation is binding.** • If you have to cancel the registration, you get back the amount you paid for the conference dinner. In all other cases, 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.
* Confirm	☐ I have read and understood the above terms of registration and payment and declare acceptance.

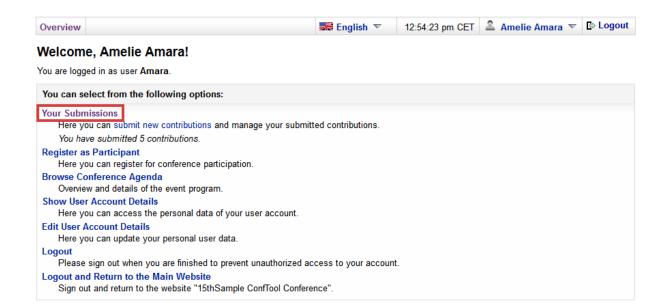| Return to Step 3: Payment Details	Confirm Purchase

Overview > Participant Data

Print View 🖨 ⑦ ↑

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.

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 2024, 11:59:59pm CET).

Information on This Contribution

Submitting Author	Julia Magdalena Baumgartner (User ID: 1000)
Submission Type / Conference Track	Abstract Submissions
* Submission Formats	Please select the format(s) of your submission. ☐ **Regular Talk** ☑ **Data blitz talk** ☐ **Poster presentation**
* Presentation Mode	Please select the preferred presentation mode(s) for your submission. ◯ **On-Site** ◯ **Online**

Information on Author(s)

* Author(s)

	First & Middle Name/s	Last Name	E-Mail	Org. Index ⓘ
1	Julia Magdalena	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, Universität Innsbruck, Austria
2	
3	
4	

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Preview List of Authors

Julia Magdalena Baumgartner
Institut für Psychologie, Universität Innsbruck, Austria

Contribution Details

* Title of Contribution	test
* Abstract	**B** *I*	x₂ x²	☰ ☰	⟲ ⟳	🧹 ⌫ Ω ⓘ test 1 words, 4 characters (including spaces) **Maximum length of abstract: 250 words** Please wait for the online rich text editor to load. JavaScript has to be enabled.
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Remarks on This Contribution

Remark/Message from the Authors to the Program Committee and Chairs	

Proceed ==>