

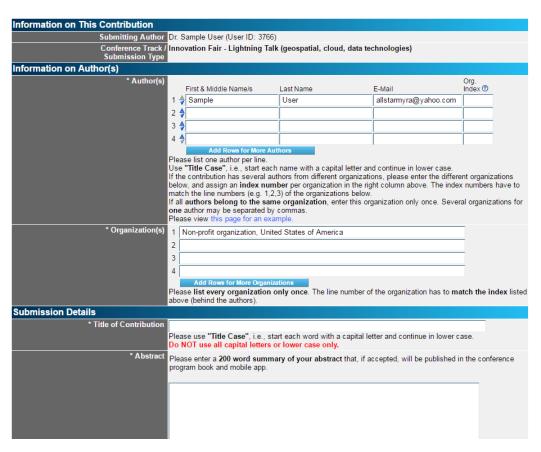
Lightning Talk Proposal Submission Land and Poverty Conference 2017

If you would like to submit a proposal for a Lightning Talk during the <u>Innovation Day at the 2017 Land and Poverty Conference</u>, please log into <u>Conftool 2017</u> using your 2016 log-in details (which were copied over) or if you're new, <u>create a user account</u>. After logging into your account, click on "Your Submissions" from the **Overview** page.

Once you have clicked on "Innovation Fair - Lightning Talk (geospatial, cloud, data technologies)", please follow the steps below.

a. Step 1: Contribution details

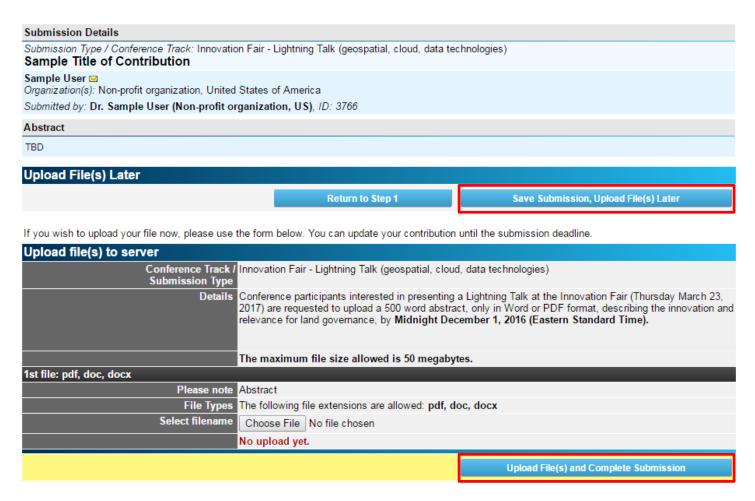
- Your name will appear as the first representative. Please enter the names, email addresses and organizations of all contributing representatives. Please enter each organization only once, **i.e. do not repeat organizations**. The organization fields have index numbers to the left of them. Assign these index numbers to the corresponding representatives. If a representative is affiliated to more than one organization, enter the organizations in separate fields and enter all corresponding index numbers next to the representative, separated by commas. Choose one representative as the presenter of the Lightning Talk at the conference.
- Please enter the title of the contribution, in **Title Case**, i.e. start **each word with a capital letter and continue in lower case**. (Sample title: Collecting and Sharing Land Data in a Comparable Way)



- Please enter a 200 word abstract summary that will be published in the conference program book, if accepted.
- Please enter a 150 word biography of the primary presenter of the Lightning Talk.

b. Step 2: Uploading a file with your contribution.

- You can now upload a 500 word proposal of the Lightning Talk to the server, in Word or PDF format. Review your details at the top, browse for and select the file, and click on "Upload File(s) and Complete Submission".
- If you would like to submit at a later time, please click on "Save Submission, Upload File(s) Later".
- After your submission, you continue to have the chance to revise your contribution's details and upload abstract and word summary until the submission deadline.



The first round outcome of the selection process will be communicated to you via email by **December 8, 2016.**To be considered for the first round of selection (with secured place) and take advantage of early bird registration, your file must successfully be uploaded to the server by **December 1, 2016.**

The second and final round outcome of the selection process will be communicated to you via email by **February 8, 2017.**

To be considered for the second and final round of selection, your file must successfully be uploaded to the server by **February 1, 2017.**