

Uploading the Final Version of Your Submission

Congratulations on the acceptance of your submission(s) to the EIBA 2019 Conference in Leeds. This email is a follow up to that acceptance and relates to how and when to upload your final version submission.

All submitters who want their contribution to be available on the Conference USB and via the web to other participants should upload their full final submission by 1 November (the system will open for uploads on 15 September).

Note that in uploading your final version it should contain the following ALL in one file and IN PDF FORMAT ONLY:

1. Title Page with All Authors and Affiliations.
2. An Abstract with Keywords.
3. References, Text, Tables & Figures.

This should be uploaded ONLY in PDF format. DO NOT UPLOAD A WORD DOCUMENT. You can upload the final version by logging onto Conftool and following the links that indicate to upload the final version.

The file should be named SubmissionNumber.pdf. So if your contribution is submission number 007 the file should be named 007.pdf (Do not use any other form for the file name).

We know that some of your submissions are papers that are in the review process and you do not want a version that is available online. We would ask that you still upload a two page document that contains the title page and abstract and keywords. You can change the title to "An Extended Abstract of" and indicate that the paper is available from the authors (in the abstract) if you wish to make it available that way.

If your paper was accepted for a Poster Session, you can also upload a final version -- either an extended abstract or a more complete document. This still must be done by 1 November. We will have a separate Poster Download option, where conference attendees can see your actual poster online. We will inform Poster Session participants on how what to do in a separate email later as this will have a later date and be linked to the printer service we will make available.

Again, congratulations and we look forward to seeing you in Leeds in December.

Timothy Devinney & Elizabeth Rose