Linking Land Tenure and Use for Shared Prosperity
ANNUAL WORLD BANK CONFERENCE ON LAND AND POVERTY
WASHINGTON DC, MARCH 23-27, 2015

Abstract Submission Guidelines for Individual Papers

Authors interested in presenting at the conference are requested to submit an initial 800 - 1,500 word abstract before **October 31st 2014.** The final paper should be between 6,000 and 12,000 words. The ConfTool system allows you to submit your abstract to be reviewed for the 2015 Land and Poverty Conference. Please follow the guidelines below to submit the abstract.

Creating a User Account

1. Begin by create an account with Conf tool ensuring that you fill in all mandatory fields.
   Please note that registration as a Conf tool user and submission of an abstract is NOT equivalent to registering for the conference. Each contributing author has to register for the conference separately. More information on registration for the conference is available on the website under the tab **Register Now**.

   Submit your basic information and continue with your submission, by clicking at the bottom.

2. If you prefer, you may choose to only create a user account by entering your basic information, and then login in at a later date to submit a contribution (**before Oct 31st 2014**).

3. After creating a user account, you will be automatically directed to the 'Your Submissions' page from the main 'Overview' screen in ConfTool, or you can click on this link directly from the home page. You can now select the type of contribution you want to submit: **an individual paper.**

4. Once you have clicked on 'Individual Papers', you will see the following fields:
   ### a. Step 1 – Contribution details
- Choose whether your paper will be present as an oral presentation, poster presentation or either of these formats.
- Your name will appear as the first author. Please enter the names, email addresses and organizations of all contributing authors. 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 authors. If an author is affiliated to more than one organization, enter the organizations in separate fields and enter all corresponding index numbers behind the author, separated by commas. Choose one author as the presenter of the paper at the conference (see below).

- Please enter the title of the contribution **as you would like it to appear** in the conference program book.
- Please enter a 200 word abstract. Please note that this 200 word abstract will not be reviewed. You must upload your 800 to 1500 word abstract for review on the next page.
- Please select the thematic area that best corresponds to the subject of your paper.
- Under 'keywords' please enter up to 5 keywords for your contribution.
- Choose a regional classification that is the most suited for your submission
- Please enter a short biography of 150 words of the presenting author for the conference book.
- You will have to peer review up to 4 other papers if you submit a contribution. Please confirm this, select the topics that you are interested to review, submit any remarks and proceed to the next page.

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

- You can now upload a file containing your contribution to the server. Review your details at the top, select the file and click "Upload file and complete submission." After your submission, you have the chance to revise it until the submission deadline.
- If you would like to submit a document at a later time, please click on "Save Submission, Upload File(s) Later". Please note that your file must successfully be uploaded to the server prior to the submission deadline of **October 31st 2014.**

The outcome of the selection process will be communicated to you via email by **December 1st, 2014.**