



# Linking Land Tenure and Use for Shared Prosperity

ANNUAL WORLD BANK CONFERENCE ON LAND AND POVERTY  
WASHINGTON DC, MARCH 23-27, 2015



## General Registration Instructions for World Bank Group Staff

Please complete the registration process for the [2015 Annual World Bank Conference on Land and Poverty](#) by logging into your **ConfTool** user account using the following link:

<https://www.conftool.com/landandpoverty2015/>.

If you have not created a Conftool account, please access the link above and create a user account. Separate online registrations must be completed for each person attending the conference.

1. From the **Overview** screen in [ConfTool](#), please select **Register for the Conference** to begin registration.



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Overview 12:59:20 pm EDT Sample User Logout

**Do not forget to register for the conference!**  
You are not yet registered as a conference participant. If you wish to participate, you can register via the menu item "Register as Participant".

**Welcome, Dr. Sample User!**  
You are logged in as user **sampleuser**.  
You are not yet registered as participant. You can register below.

You can select from the following options:

**Your Submissions**  
Here you can submit new contributions and manage your submitted contributions.  
*You have submitted 2 contributions.*

**Register for the Conference**  
Here you can register for conference participation.


**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 "Annual World Bank Conference on Land and Poverty".

- In **Step 1** of the registration process, please select World Bank/IMF Staff under **Status**, and **enter your UPI number** in the registration code field (**digits only**). Please also enter whether or not you would like to appear on the list of participants, and complete your personal information details.



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← Overview
7:19:15 pm EDT
Sample User
Logout

Overview > Participant Data

### 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, and you will also be able to print out your registration confirmation.

Participant Status Information

|  |   |
|--|---|
| <b>Time Discount</b>   | Early Bird  |
| <b>* Status</b>  | <input checked="" type="radio"/> World Bank Group/IMF Staff<br><input type="radio"/> Regular Participant<br>Employee of the World Bank Group or IMF |
| <b>Please enter the code provided by the conference organizers</b> | <input type="text" value="400000"/><br>World Bank/IMF staff, please enter your UPI (digits only)  |

Personal Conference Profile for this Event

|                                |   |
|--------------------------------|---|
| <b>* Listed as Participant</b> | <input type="radio"/> I do not want to appear on the list of participants.<br><input checked="" type="radio"/> I want to appear on the official list of participants.<br>The list will be accessible online to other conference participants. |
|--------------------------------|---|

The following details will be used for name badges and the list of participants

|  |  |
|--|--|
| <b>* Title</b>                                     | <input type="radio"/> Ms.<br><input type="radio"/> Mr.<br><input checked="" type="radio"/> Dr.<br><input type="radio"/> Prof.<br><input type="radio"/> Prof. Dr. |
| <b>Full Academic Title / Professional Position</b> | <input type="text" value="Doctor"/>  |
| <b>* First Name</b>                                | <input type="text" value="Sample"/>  |
| <b>* Last Name / Surname</b>                       | <input type="text" value="User"/>  |

Name Badge Data

|                                 |   |
|---------------------------------|---|
| <b>* Full Name</b>              | <input type="text" value="Sample User"/><br>Please enter your name as you would like it to appear on your name badge.<br>Please do not add your title to the text.<br>Maximum length: 100 characters. |
| <b>* Organization / Company</b> | <input type="text" value="Non-profit organization"/>  |
| <b>Department</b>               | <input type="text"/>  |
| <b>Country of Residence</b>     | <input type="text" value="United States of America"/>   |

Proceed to Step 2: Event and Item Selection


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Overview > Participant Data

Contact and Legal Notice - Contact Address: landconference@worldbank.org  
 Conference: Land and Poverty 2015

Print View   
 Conference Software - ConfTool Pro 2.6.80  
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3. In **Step 2** of the registration process, please select the conference under the **Events/Items** section. In order to register for the conference, please confirm that your participation in the conference will not require support from the conference organizers and that you have secured funding to attend the conference, even if this does not apply to you. You must also agree to make your paper and/or presentation publicly available on the conference website, if you are presenting.



← Overview 7:19:41 pm EDT Sample User Logout

Overview > Participant Data

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

Please select the events and items of interest to you.

**Participant Status Information**

Registration Date: 24th Nov 2014, 07:19:35pm (Early Bird)  
Status: World Bank Group/IMF Staff  
Please enter the code provided by the conference organizers: 400000

**Events/Items**

**Conference**

- Annual World Bank Conference on Land and Poverty  
March 23-27, 2015  
1818 H Street NW - Washington DC

**Funding Confirmation**

- I have secured the funding necessary to cover my travel and accommodation during the conference

**Information Sharing Confirmation**

- If presenting, I give permission for my paper/presentation to be made available on the conference website

**Miscellaneous**


Remark of Participant

[Proceed to Step 3: Payment Details](#)  
[Return to Step 1: Participant Status](#)

Overview > Participant Data Print View ?

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- You will automatically be redirected to **Step 4**. Please review the details of your registration and read the terms of registration and payment (the payment terms are not applicable to you). Press the **Register Now** button at the bottom of the page to confirm your registration.



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← Overview
7:20:20 pm EDT
Sample User
Logout

Overview > Participant Data

### Registration for Participation - Step 4 of 4: Confirm Registration

Please confirm your entries by clicking on "Register Now".  
Only then you are registered as a confirmed conference participant.

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

#### Participant Status Information

Registration Date: 24th Nov 2014, 07:19:35pm (Early Bird)  
 Status: World Bank Group/IMF Staff  
 Please enter the code provided by the conference organizers: 400000

| Description   | Unit Price | Fee            |
|---|------------|----------------|
| Annual World Bank Conference on Land and Poverty<br>Event Date: March 23-27, 2015<br>Event Location: 1818 H Street NW - Washington DC<br>I have secured the funding necessary to cover my travel and accommodation during the conference<br>If presenting, I give permission for my paper/presentation to be made available on the conference website |            |                |
| <b>Total Amount</b>   |            | <b>\$ 0.00</b> |

#### Confirmation of Registration Terms

|   |  |
|---|--|
| <b>Terms of Registration and Payment</b>      | <ul style="list-style-type: none"> <li>The registration of participation is binding.</li> <li>If you have to cancel the registration, you get 80% back until 30 days before the start of the event. In all other cases, the financial responsibilities of the participants remain fully effective.</li> <li>The participation fees are owed upon registration and registration is effective only once registration fees have been paid.</li> </ul> |
| <input checked="" type="checkbox"/> * Confirm | <input checked="" type="checkbox"/> I have read and understood the above terms of registration and payment and declare acceptance.   |

Register Now  
Register Now AND Commence to Submit a Contribution  
Return to Step 2: Event and Item Selection

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Overview > Participant Data
Print View

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 Conference: Land and Poverty 2015

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You will be sent a confirmation email, confirming the details of your registration and payment.

Questions? Email the Land Conference team at [landconference@worldbank.org](mailto:landconference@worldbank.org)