

How to Submit an Abstract and Paper on ConfTool

General

The ConfTool System is used for handling paper submissions, the review process, and participant registration. You have to create a **user account** in order to use any facilities of the system.

Create a ConfTool User Account

To **create a user account**, go to the ConfTool login page <u>https://www.conftool.net/icsoba2025/</u> and follow the "**Register new**" link under "First time here?". After filling in the required fields of the Web form (marked by asterisk ^{**}), a confirmation e-mail will be sent to you with your account details. Please provide valid name, address, and email address, since these will be used later for sending you relevant information about your submission.

You do **not** have to create a new user account for **each** paper you submit. The **same user account can be used for multiple submissions and for participant registration**. If you are already a registered user, please use that account for your submissions, too.

Login to the ConfTool System

After having obtained a user account, you can **log in with your username and password** under **"Registered Users"**. If you have **forgotten your password**, a new one can be obtained through the "Forgotten your password?" link.

Depending on the phase of the submission, review, and registration process, you will see different options after logging in. If you have already submitted papers, you can always access the list with your submissions and see their status.

For all subsequent operations you need a user account and will have to log in first.

Submit a New Contribution

Select "Your Submissions" (see image 1) and select "Full Paper Submissions".

Welcome, test test!	
You are logged in as user test.	
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.	

Image 1. Submit a new contribution.

Go to "Submit a new abstract" and select the Area you want to submit your paper. If you are submitting a paper written in English go to the "EN" suffix areas, if the paper is in Chinese language go to the "CN" suffix.

Submit a new abstract
You may now submit an abstract. Please select your Topic.
Remember to click the "Complete Submission" button on the second screen!
Use Paper Template which is mandatory otherwise your abstract and paper will not be accepted. ICSOBA 2025 Author Guidelines ICSOBA 2025 Paper Template ICSOBA 2025 Presentation Template HOW TO SUBMIT AN ABSTRACT AND PAPER ON ConfTool Deadlines for abstracts, manuscripts and presentations: Abstract: 1 March 2025 Full Paper: 31 May 2025 Presentation: 15 September 2025
► Keynote Paper EN
Bauxite Paper EN
Alumina Paper EN
Bauxite Residue Paper EN
► Electrodes Paper EN
Aluminium Electrolysis Paper EN
Casthouse Operation Paper EN
► Keynote Paper CN
► Bauxite Paper CN
► Alumina Paper CN
Bauxite Residue Paper CN
Electrodes Paper CN
Aluminium Electrolysis Paper CN
Casthouse Operation Paper CN

Image 2. Choosing the Area and Language of the Submission.

Please enter all required details for your contribution into the submission form (marked by asterisk) (see image 2) and proceed.

Information on Author(s)				
* Author(s)				Pre-
	First & Middle Name/s	Last Name	E-Mail	Index 2 Author
1 1	test	test	test@test.com	0
2				0
3 -	}			0
4	+			0
	Add Rows for More	Authors		-
Ple	ase list one author per lin	e.		
lif th	e contribution has severa	I authors from different or	ganizations, please put a	an index number of the
org	anizations below.	ngni column. The muex r	rumbers have to match u	te fille fluttibers of the
Sev	eral organizations per au	thor may be separated by	y commas.	
* Organization(s) 1	Test, Brazil			
2				
3				
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	Add Rows for More Orga	nizations		
Ple	ase list every organization	on only once. The line nu	mber of the organization	has to match the index
nun	nber listed above (behind	I the authors).		
Submission Details				
	!			
* Abstract xy	2			
100				11
Pla	n text only, do not use HT	ML in this field.		
* Topics Ple	ase select the topic(s) from	m the list that best suit yo	our submission. This is to	assist with the review
pro	cess and the creation of th	ne conference program it	self.	
	Bauxite and alumina			
	Bauxite residue			
	Carbon			
	Aluminium			
	Keynote			
* Keywords xyz	, xyz			
Ple	ase enter up to five keywo	ords for your contribution	here, separated by comr	nas.
Remarks on This Contribution				
Remark / Message to the Program Committee and Chairs				
				1.

Image 3. Submission form.

At this step you can save your submission and upload your files later (see red box) or Upload your 3 files or one of the files, according the "Author Guidelines and Paper Template" and "Presentation Template". At the end press "upload files and complete submission (see green box).

Upload File(s) Later				
	Return to Step 1	Save Submission, Upload File(s) Later		
If you wish to upload your file now, please use	If you wish to upload your file now, please use the form below. You can update your contribution until the submission deadline.			
Upload file(s) to server				
Deadline for file uploads	30th Jul 2017, 11:59:59pm CET			
Time left	224 days 23 hours			
Conference Track / Submission Type	Full Paper Submissions			
Details	Please use Authors Guidelines which is man accepted.	datory otherwise your abstract and paper will not be		
	ICSOBA 2017 Author Guidelines Tem	nplate		
	P ICSOBA 2017 Presentation Template			
1	The maximum file size allowed is 50 meg	abytes.		
	This limit refers to the sum of all files uploade files are big.	ed at one time. You may also upload file by file if your single		
Abstract: doc, docx				
Please note	Please upload your Abstract as Word docu	ment here.		
File Types	The following file extensions are allowed: do	c, docx		
Select filename	Choose File No file chosen			
	No upload yet.			
Full Paper: doc, docx				
Please note	Please upload your Full Paper as Word doo	cument here.		
File Types	The following file extensions are allowed: do	c, docx		
Second filename	Choose File No file chosen			
	No upload yet.			
Presentation: ppt, pptx				
Please note	Please upload your Presentation as Power	Point document here.		
File Types	The following file extensions are allowed: pp	t, pptx		
Third filename	Choose File No file chosen			
	No upload yet.			
		Upload File(s) and Complete Submission		

Image 4. Submission form Step 2.

A paper number will be assigned to your submission, please use this number for further reference.

Update Contribution Details

Until the submission deadline, you can **update** your contribution details, **upload new versions** of the manuscript, or **withdraw** the contribution. The last uploaded version at the time of submission deadline will be considered for review, unless the contribution is withdrawn (see image 4).

← Over	11:01:34 pm C	ET 🖹 test test 👻 🕞 Logout	
Overview	Your Submissions	3 F	
	Abstract: File Not Yet Uploaded. Do not forget to transfer all required files before the deadlinel Incomplete submissions cannot be considered	I.	
0	Full Paper: File Not Yet Uploaded. Do not forget to transfer all required files before the deadline! Incomplete submissions cannot be considered	l.	
0	Presentation: File Not Yet Uploaded. Do not forget to transfer all required files before the deadlinel incomplete submissions cannot be considered.		
Ø	Yew submission created You have successfully submitted your contribution. Please note that you have the opportunity of revising it until the submission deadline. We wish you success for the conference!		
0	Do not forget to register for the conference! You are not yet registered as conference participant. Please note that for each accepted submission at register for conference participation.	least one author has to	
our s	ubmissions		
lere you	can submit new contributions and manage your submitted contributions.		
rou na	e submitted one or more contributions, which you see listed here:		
113	Submission Type / Conference Track: Full Paper Submissions xyz test, test Organization(s): Test, Brazil	Submission Details Edit Submission Details Upload Contribution Withdraw Submission	
	Abstract No upload yet.	indiana subilision	

Image 5. Update submission.

When you upload your contribution, you will see the windows as per Image 5. There are the 3 files needed for your contribution, Abstract, Full Paper and Presentation. You can upload only doc, docx for Abstract and Paper, ppt or pptx for presentation. The maximum file size allowed is 50 megabytes (This limit refers to the sum of all files uploaded at one time. You may also upload file by file if your single files are big.) If a file is already uploaded you will see the corresponding date and time of this upload (Bahrain time- the time at the conference venue). If you want to upload a new version of a file you have to proceed as for a new file. Just choose the newest file and after press "Upload Files".

Abstract: doc, docx	
Please note	Please upload your Abstract as Word document here.
File Types	The following file extensions are allowed: doc, docx
Select filename	Choose File No file chosen
Current version	Standardized Testing for Carbon Cathodes in Primary alumnium ICSOBA.docx 17th Dec 2016, 11:19:14pm CET
Full Paper: doc, docx	
Please note	Please upload your Full Paper as Word document here.
File Types	The following file extensions are allowed: doc, docx
Second filename	Choose File No file chosen
Current version	CBXX - Standardized Testing for Carbon Cathodes in Primary alumnium ICSOBA (003).docx 17th Dec 2016, 11:19:14pm CET
Presentation: ppt, pptx	
Please note	Please upload your Presentation as Power Point document here.
File Types	The following file extensions are allowed: ppt, pptx
Third filename	Choose File No file chosen
Current version	CB18-Evolution of Anode Porosity under Air Oxidation The Unveiling of the Active Pore Size.ppt 17th Dec 2016, 11:19:14pm CET
	Upload File(s)
Overview > Your Submissions > Upload File(s)	PrintView 🚇 🕢

Image 6. Upload contribution.

The updated file will be the last version, whether the upload is made by the author or by the reviewer, but the previous versions will be kept as historical record.

Register for Conference Participation

For each accepted paper at least one presenting author has to register for conference participation.

Participant registration is also handled via the ConfTool system. If you already have a user account, click on **"Register as Participant"** in the main menu to start the registration process.