



HOW TO SUBMIT A SYMPOSIUM PROPOSAL

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ACCESS THE SINS2025 CONGRESS MANAGEMENT PLATFORM by clicking on the button located on the **SINS website** or directly at <https://conftool.com/sins2025/>

CREATE A NEW USER ACCOUNT

****Please note that the account is valid only for the SINS 2025 Congress Management Platform.**

Do not use the SINS member account **

OR

if you already have your SINS2025 user account, enter your User name and Password to log in and skip to step 3

Register New

Conference Time: 14th Nov 2024, 01:43:23pm CET

ConfTool Conference Administration

Log in to your account to **submit a contribution**, access your submitted contributions and view the results of the reviewing process. As a reviewer you may enter and edit **reviews**.

If you have not yet created a user account, please do so now.

Account Login

First time here?

[Register new](#)

Registered users

User name:

[Forgotten your user name?](#)

Password:

[Forgotten your password?](#)

Login

Mobile View

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ENTER YOUR PERSONAL INFORMATION

****Please do not use all uppercase letters; write only the initials in uppercase****

Organization/Company: Please enter the name of the University/Institute, followed by the city, separated by a comma, without specifying the department

If you have multiple affiliations, please provide only the primary one

*****Please write the names of the affiliation and the city in English****

Please CHECK THE BOX to accept the data privacy agreement

CHOOSE A USERNAME AND PASSWORD

CLICK "Submit and Begin with the submission of a Contribution"

If you would like to submit your contribution later, click "Create user account only, submit contribution later"

Login Conference Time: 14th Nov 2024, 02:12:28pm CET

Register New

On this page you can create a new user account for the ConfTool conference management system. All fields marked with an asterisk (*) must be filled in.

Personal Information

* Organization / Company Maximum permitted length: 10 words

* Title No Title
 Ms.
 Mr.
 Dr.
 Prof.

* First & Middle Name

* Last Name / Family Name

* Address Line 1

(*) Postcode / ZIP Code

* City Brescia

(*) State / Territory / Province -- Please Select (only U.S. / Can / Aus)

* Country Italy

* Date of Birth 19 Jun 1998

* Phone

* E-Mail

Secondary E-Mail (Optional)

Personal Assistant E-Mail (cc E-Mail)

You may enter the e-mail address(es) of one or several person(s) to receive copies (CCs) of all personal messages sent to you by ConfTool. Several addresses have to be separated by commas.

* Data Privacy Agreement **Data Privacy Agreement**

In order to use the ConfTool system, you will create a user account with your personal details. Your user data, your actions and the results of your actions will be stored within the system.

Use and Disclosure of Personal Data

Information stored in the ConfTool system will exclusively be used in relation to this event or a subsequent event. Your personal data will **only** be passed on to third parties if this is necessary for the organization of the event, for billing purposes or for legal reasons (e. g. in the case of an external audit), but it will not be distributed or sold to other parties for other purposes.

Right to Information

Upon request, the organisers of this event will provide you, in writing, with all personal data they have stored about you. You can inquire where the data were collected, to whom they are disclosed and the purposes for which they have been stored.

Privacy Statement

By accepting the privacy agreement you also confirm that you read the [privacy statement](#) of the operators of this ConfTool installation.

I accept the data privacy agreement.

User Comments

Account Information

* User Name Your user name must be at least two (2) characters long. It is case sensitive.

* Password Passwords must have at least five (5) characters. They must include at least one letter (a-z) and one number (0-9). Passwords are case sensitive.

* Confirm Password Please repeat your password for verification.

Mobile View Print View

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YOUR USER ACCOUNT IS NOW ACTIVE

Please check the email address you provided during registration for a confirmation email and validate your address by clicking the link included in the message

CLICK on "Symposium Proposal Submission"

The screenshot displays a web application interface for a conference system. At the top, there is a navigation bar with a back arrow, the text "Overview", the time "2:14:31pm CET", a user profile icon, and a "Logout" button. Below the navigation bar, the breadcrumb "Overview > Your Submissions" is visible. The main content area features a green notification box with a checkmark icon and the heading "Registration Information". The text inside the box states: "Your user account has been established. Next time you visit the conference system, please use your user name and password to log in." Below this, there is a section titled "Your Submissions" with a brief description: "Here you can submit new contributions and manage your submitted contributions." Underneath, a "Submit Contribution" section prompts the user: "You may now submit a contribution for the SINS 2025 Congress. Please select a submission type." A list of submission types is shown, with "Symposium Proposal Submission" highlighted by a red box. A note below the list states: "The number of submissions for this submission type / track is limited to 1 per submitting author. Deadline: 12th Jan 2025, 11:59:59pm CET, Time left: 59 days 9 hours". At the bottom of the page, there is a footer with "Overview > Your Submissions" and "Print View" options.

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Submissions 6:22:38pm CET [Logout](#)

Overview > Your Submissions > New Submission

Submission of a Contribution - Step 1

Please complete the form below in order to submit your contribution. All fields marked with an asterisk (*) must be filled in. The next steps will allow you to preview your submission, upload files to the server (if required), and to save your submission. Once saved, you can return to and update this abstract at any time before the abstract submission deadline (12th Jan 2025, 11:59:59pm CET).

Information on This Contribution

Submitting Author: (User ID: 1001)

Submission Type / Conference Track: **Symposium Proposal Submission**

Contribution Details

* Title of Contribution
Maximum permitted length of title: 10 words

* Abstract
Plain text only, do not use HTML in this field.

* Symposium Topics

- Cognition and Behavior
- Development
- Disorders of the Nervous System
- Excitability, Synaptic Transmission, Network Functions
- Novel Methods and Technology Development
- Sensory and Motor Systems
- Sleep, Autonomic and Neuroendocrine Systems

Symposium under 40 All Chairs and Speakers are under 40 years of age at the submission deadline.

* Key Publications
List of 5 representative publications of the speakers on the topic

Chairs

Title of the Symposium

Please provide a concise description of the Symposium topic (less than 10 words)

Summary

Please provide a brief overview of the scientific background and relevance of the topic (up to 100 words)

Symposium Topic

Please select the topic to which the Symposium refers from the options listed

Symposium Under 40

Please check the box if all Chairs and Speakers are under 40 years of age on the submission deadline date

Key Publications

Please provide a list of 5 representative publications by the Speakers on the topic



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Symposium Chairs

Please Provide the first and last name, email and affiliation of the Symposium Chair(s)

Usually, the first Chair is the proposer of the Symposium, but a different person can also be selected

If only one Chair is indicated, the Scientific Committee will assign the second Chair

Symposium Speaker

Please provide the first and last name, email and affiliation of the Symposium Speaker

Presentation Title

Please provide the title of the presentation

Speaker Under 40

Please check the box if the Speaker is under 40 years of age on the submission deadline date

Please remember to fill in the fields for all four Symposium Presentations

For the affiliation of Chairs and Speakers, please enter only the name of the University/Institute, followed by the city, separated by a comma, without specifying the department

If a Chair/Speaker has multiple affiliations, please provide only the primary one

Remark on this Contribution

If you have any comments for the scientific committee, please enter them in this field.

CLICK "Proceed" to go to the final review page before submission

The screenshot shows a web form for submitting a symposium presentation. It is divided into several sections:

- Chairs:** A table with columns for First & Middle Name/s, Last Name, E-Mail, and Affiliation. It includes a 'Please Nominate the Chairs' instruction and a 'Title Case' note.
- Symposium Presentation 1:** Fields for Speaker (Name, E-Mail, Affiliation), Title, and a 'Speaker Under 40' checkbox.
- Symposium Presentation 2:** Identical fields to Presentation 1.
- Symposium Presentation 3:** Identical fields to Presentation 1.
- Symposium Presentation 4:** Identical fields to Presentation 1.
- Remarks on This Contribution:** A text area for 'Remark/Message from the Authors to the Program Committee and Chairs'.
- Navigation:** A 'Proceed ==>' button and a breadcrumb trail 'Overview > Your Submissions > New Submission'.

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PLEASE CHECK ALL THE INFORMATION YOU HAVE ENTERED BEFORE PROCEEDING TO CONFIRM YOUR SUBMISSION

CLICK on "Return to Step 1" to go back to the previous screen and correct any errors found during the review

CLICK on "Save Submission," to confirm the submission of your Symposium proposal

← Submissions 7:11:18pm CET Logout

Overview > Your Submissions > New Submission

Submission of a Contribution - Step 2

Please check your entries before submitting your contribution.
Please note that you have to press "Save Submission" to confirm and save your contribution.

Once saved, you can return to and update this abstract at any time before the abstract submission deadline (12th Jan 2025, 11:59:59pm CET).

Contribution Details

Submission Type / Conference Track: Symposium Proposal Submission

Symposium Test Title

Submitted by: [Name], ID: 1001
Chair(s): [Name]

All Chairs and Speakers are under 40 years of age at the submission deadline.
Symposium Topics: Development

Abstract

Symposium Test Abstract

Key Publications

Publication 1

Presentations of the Symposium

Symposium presentation Title 1
Symposium presentation Title 2
Symposium presentation Title 3
Symposium presentation Title 4

Confirm Data and Save Submission

Return to Step 1 Save Submission

Overview > Your Submissions > New Submission Print View

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A confirmation page will appear to confirm the successful completion of the submission process

Additionally, a confirmation email of the submission will be sent to the proposer, with the Speakers cc'd

From your personal area, you can modify or withdraw your Symposium proposal
Please note that changes or withdrawals will only be possible until the Symposium proposal submission deadline



SINS2025

PISA, SEPTEMBER 10 - 13, 2025

Overview 7:25:42pm CET Logout

Overview > Your Submissions

New 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!

Your Submissions
Here you can submit new contributions and manage your submitted contributions.

You have submitted one or more contributions, which you see listed here:

Submission ID	Submission Type / Conference Track	Actions
100	Symposium Proposal Submission	<ul style="list-style-type: none"> Show Abstract Contribution Details Edit Contribution Details Withdraw Submission

Submit Contribution
You may now submit a contribution for the SINS 2025 Congress. Please select a submission type.

- Symposium Proposal Submission (The submission of new contributions is closed)
The number of submissions for this submission type / track is limited to 1 per submitting author.
Deadline: 12th Jan 2025, 11:59:59pm CET, Time left: 59 days 4 hours

THANK YOU FOR YOUR CONTRIBUTION TO THE SINS 2025 NATIONAL CONGRESS