CIES2021 Submission Instructions for Poster Presentation

What is a Poster presentation?

Poster sessions combine a visual representation of the findings of a paper/study with the opportunity for individualized, informal discussion of the presenter's work. Poster displays are expected to be self-explanatory, concise, and visually appealing.

Before you begin, please note: You will not be able to save a proposal in the system in order to continue working on it at another time. You must first submit the proposal and then you will be able to edit it. When you have submitted it correctly, you will see a confirmation message on your screen, and you will receive an email. You will be able to edit the proposal until the deadline of **October 14th, 2020, 23:59 hrs, EDT**.

Instructions for Submitting a Poster Presentation for CIES2021

Step 1: Click on the link https://convention2.allacademic.com/one/cies/cies21/ , and login with your "User Name" and "Password", and then click on "GO".

If you do not have credentials, follow the instructions on the screen under "Log-in Procedure".

Step 2: Select *"Submit a Proposal"*.

Step 3: Select *"Submit Proposal to General Pool, SIG, or Committee"*.

Step 4: Select "General Pool", a SIG, or a Committee.

Step 5: Under *"Individual Presentation",* select "*Poster Presentation*".
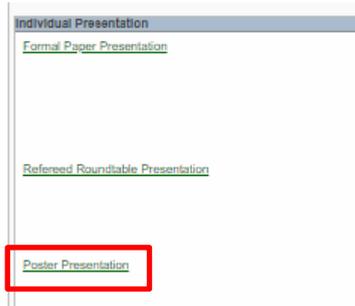
Step 6: Select "*Yes*" to the proposal submission policies, enter poster *Title* and *Proposal* information, and select *Keyword(s)* and *Type of Research* (that information is mandatory). *Language other than English, Abstract in another language, Geographic Descriptors, Other Geographic Descriptor* and *Additional Information* are optional. Then click on *"Accept and Continue"* when finished. The Poster title must be in mixed case (not all caps).

Step 7: You should automatically be the selected author of the poster and should be a *"Presenter"*. You can remove it in case you were not the presenter just by selecting "remove". To find co-presenters or Non-presenting authors of the poster, write their last names (or part of it) in the box, and click on *"Search for Author"* (Step I), look for the co-author under his/her last name, and select *"Add Non-Presenter"* or *"Add Presenter"* close to the name (Step II). When completed, click on *"Accept and Continue"* (Step III).
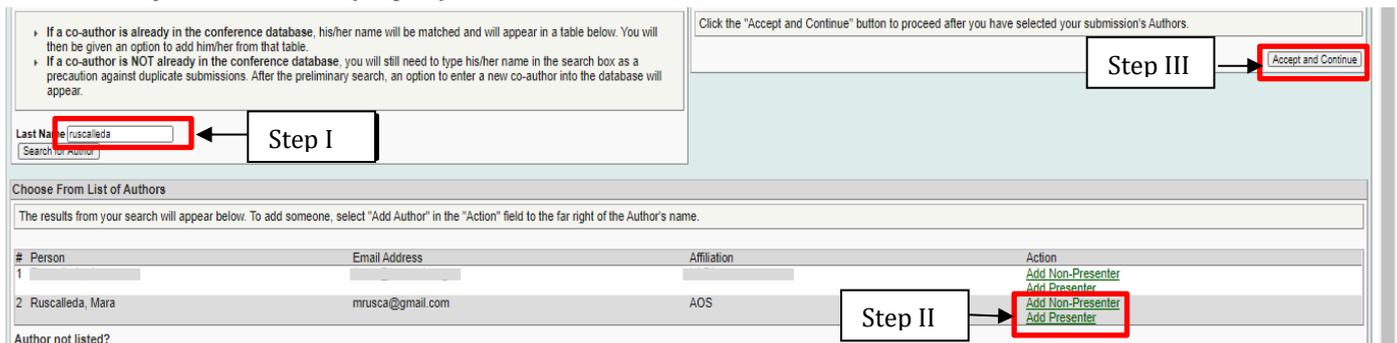
Note: If you do not find a person(s) in the list, this is because they are not in the database. In that case, you have to select "*Add Unlisted Author*", complete all the information, and then click on "*Accept and Continue*". Press "*Accept and Continue*" again.
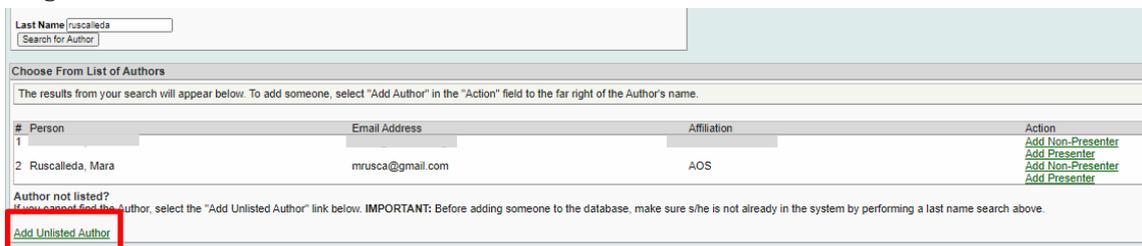
Step 8: Review the information, edit as necessary, and then click on *"Accept and Continue"*.

You have now submitted a Poster Presentation proposal for CIES2021. You will receive a message confirmation on your screen and an email confirmation for your submission. If you do not receive an email, please contact cies2021@cies.us to verify the submission went through before **October 14th, 2020, 23:59 hrs, EDT.**

Thank you for your interest in CIES2021!