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[How do I submit my session?](#)

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How do I start a new submission?

On the homepage, click on “click here to begin a new submission”



ACBS WORLD CONFERENCE
LYON, FRANCE
16-19 JULY 2026

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EVENT INFORMATION

ACBS World Conference 2026
16 – 19 July, 2026 (Thursday – Sunday)
Lyon Catholic University (UCLY)
Lyon
France

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Abbie Lanning
Affiliation: Association for Con...
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SUBMIT FEEDBACK

We always welcome feedback,
and we want to hear what you
like and what can be improved.
 [Feedback Form](#)



SUBMISSIONS (You have 0 complete submissions, 7 incomplete submissions, and 0 withdrawn submissions)

[Click here to begin a new submission](#)

1

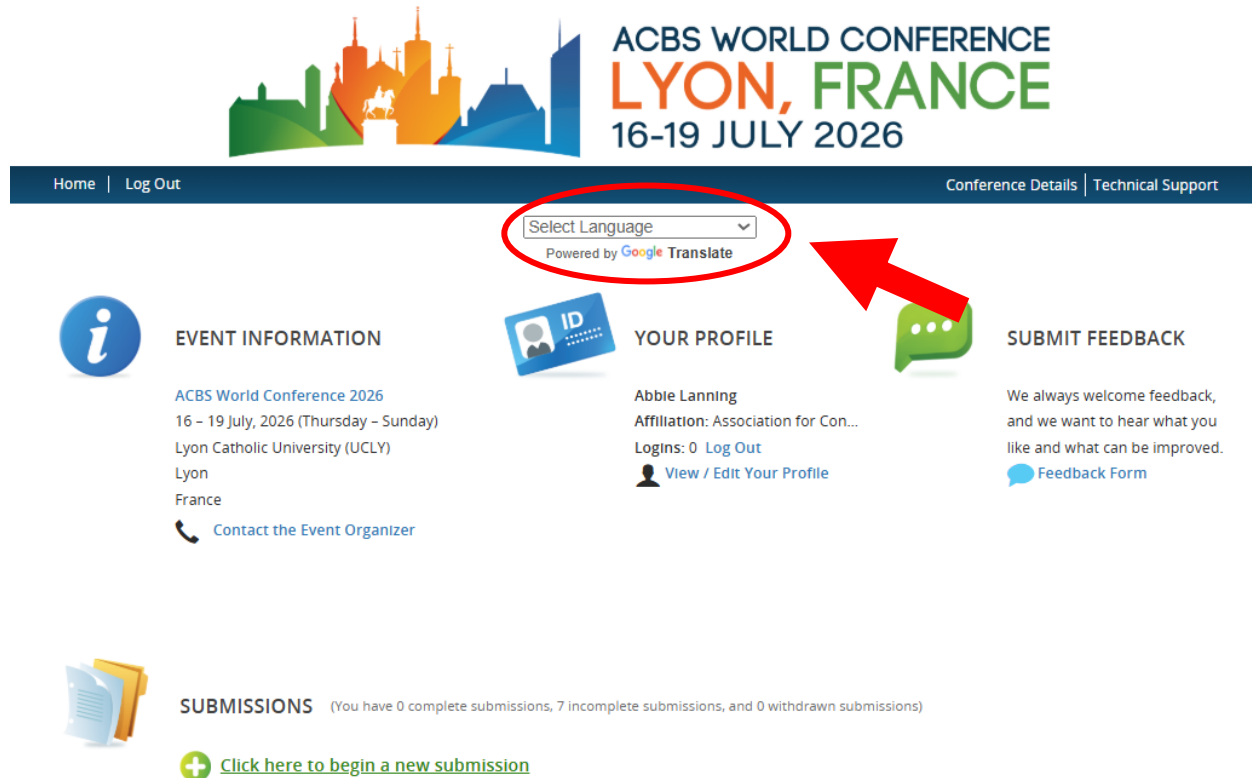
[Ignite Example](#)

Status: **INCOMPLETE** (Last Edited 22/10/2025, 11:53 AM)

[Preview Submission 1](#)

How do I translate the submission form into another language?

At the top of the page, click "Select Language". Once you select a language, the entire submission form will be translated automatically.



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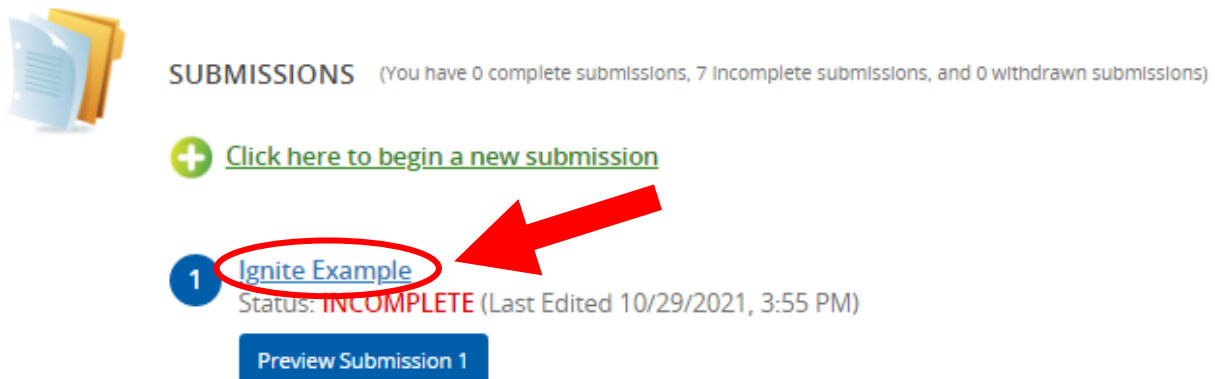
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How do I edit my submission?

On the homepage, click the title of the submission



SUBMISSIONS (You have 0 complete submissions, 7 incomplete submissions, and 0 withdrawn submissions)
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1 **Ignite Example**
Status: **INCOMPLETE** (Last Edited 10/29/2021, 3:55 PM)
[Preview Submission 1](#)

How do I complete a co-presenter's profile if I don't know all the information?

1. Click "invite [presenter's name]", this will send an email to the address you entered when adding a new presenter, and the person can complete their own profile.

This section will not be complete until all authors have finished their profiles.

2. To save the section click "Save Presenters"
3. To go back to the previous page, click "Tasks" at the top

The screenshot shows the 'Edit Presenter(s) Task for 'Poster Example'' page. At the top, a blue navigation bar contains links: Home / Submission / **Tasks** / Edit Presenter(s) Task for 'Poster Example'. A red arrow labeled '3' points to the 'Tasks' link. Below the navigation bar, on the left, is an icon of three people. To its right is the title 'EDIT PRESENTER(S) TASK FOR 'POSTER EXAMPLE''. On the right side of the page is a blue button labeled 'Save Presenters', with a red arrow labeled '2' pointing to it. The main content area has a light blue background and contains the following text:

To add a presenter: **3**

- Type the presenter's first name, last name, and email address.
- Click 'Add Presenter'

To complete a presenter's profile:

- Click on the 'Edit [Presenter Name]'s Profile' button to complete the profile.
- A **green check mark** indicates a complete profile.
- Once the profile is complete, click 'Save Presenters' to complete the task.

To invite the other presenter(s) to complete their profiles themselves, please click "Invite [Presenter Name]"

To return to complete this page later, click "Tasks" above.

* indicates a required field

Below this is the 'Add New Presenter' section with three input fields: 'First Name *', 'Last Name *', and 'Email *', followed by an 'Add Presenter' button.

Below that is the 'Presenter List' section with the text: 'You must add at least 1 presenter and no more than 10.' It lists one presenter: '1 Jane Smith' with a red 'x' icon and the text 'Profile incomplete'. Below the name is 'Author Order: Presenter'. At the bottom of the list are three buttons: 'Edit Jane Smith's Profile', 'Invite Jane Smith' (circled in red with a red arrow labeled '1' pointing to it), and 'Remove Jane Smith'.

How do I submit my session?

1. Make sure all the tasks are complete (they will be grey with a green check mark)
2. Click "Save Submission" either at the top right of the page or bottom left.



TASK LIST

Please click on each task below to enter the requested information.

Once completed, the task will then appear with a large green check mark.

After you have completed all of the tasks below, select "Save Submission".

Submission ID: 795982

[Edit IGNITE Example](#)

Submission Type: IGNITE

Submission Status: Active

Audio & Visual Needs task was successfully completed on Monday, November 18, 2019, 2:34 PM

1



1. Presenter(s)

Completed Monday, November 18, 2019, 2:34 PM

[Click here to add authors to this submission.](#)



2. Co-Authors NOT Presenting This Submission

Completed Monday, November 18, 2019, 2:34 PM

[Click here to add co-authors NOT presenting this submission.](#)



3. Abstract

Completed Monday, November 18, 2019, 2:34 PM

[Please click here to add your abstract information.](#)



4. Additional Submission Details

Completed Monday, November 18, 2019, 2:34 PM

[Please answer the following questions.](#)



5. Audio & Visual Needs

Completed Monday, November 18, 2019, 2:34 PM

[Please answer the following questions.](#)

Save Submission

2

Save Submission

2

3. Click "Submit" at the top right
4. After the session is submitted, you should receive a confirmation email from support@contextualscience.org with the subject "Completed Submission Details"

Home / Submission / Tasks / Submit



SUBMISSION SUMMARY

Submit

3

Submission ID: 795982
[Edit IGNITE Example](#)
Submission Type: IGNITE
Submission Status: Active

You have completed all the required tasks for this submission.
Use the "Submit" button to complete your submission.

✓

1. Presenter(s)
Completed - Monday, November 18, 2019, 2:34 PM

✓

2. Co-Authors NOT Presenting This Submission
Completed - Monday, November 18, 2019, 2:34 PM

✓

3. Abstract
Completed - Monday, November 18, 2019, 2:34 PM

✓

4. Additional Submission Details
Completed - Monday, November 18, 2019, 2:34 PM

✓

5. Audio & Visual Needs
Completed - Monday, November 18, 2019, 2:34 PM

[Click here for a preview of your submission.](#)

How do I know if my session was successfully submitted?

A list of all your submissions is on the homepage.

- a. Submissions that are in progress and haven't been submitted yet are "Incomplete".
- b. Submissions that have been submitted are "Complete".



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SUBMISSIONS

(You have 6 complete submissions, 3 incomplete submissions, and 0 withdrawn submissions)

[Click here to begin a new submission](#)

a

1

[Poster Example](#)

Status: **INCOMPLETE** (Last Edited 11/14/2019, 3:07 PM)

[Preview Submission 1](#)

b

9

[IGNITE Example](#)

Status: Complete (Submitted 11/18/2019, 2:47 PM)

[Preview Submission 9](#)

[Resend Submission 9 Confirmation Email](#)