



# 2023 Biennial Meeting Call for Submissions

The Society for Research in Child Development (SRCD) invites submissions for the 2023 Biennial Meeting in [Salt Lake City, Utah, USA](#), from March 23-25. Pre-conference events will be held on Wednesday, March 22, 2023.

As we look to 2023, there is no shortage of uncertainty about what the future holds. However, one thing is sure: the need for child development experts to gather, share, discuss, and disseminate our research. Currently, we are moving forward with plans for a vibrant in-person meeting in [Salt Lake City, Utah, USA](#), in March 2023. Acceptances will be announced in late Fall.

SRCD's 2023 Biennial Meeting is being chaired by Program Co-Chairs **Gigi Luk** (McGill University) and **Rashmita Mistry** (University of California, Los Angeles) in collaboration with the [Program Committee](#). Empirical, theoretical, historical, methodological, policy, application, and translational submissions from investigators around the globe in all disciplines related to the field of child development are welcomed. The Society encourages submissions from researchers at all career stages, including graduate and undergraduate students.

The information below explains the 2023 submission types and submission procedures. We ask that you review carefully and adhere to the submission requirements to ensure the smooth operation of the submission, review, and decision notification process. Thank you!

**Submission Deadline: Thursday, September 22, 2022, 11:59 pm EST**  
**Submissions Open: Early July 2022**

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## SRCD 2023 Biennial Meeting Daily Schedule-at-a-Glance

*\*Subject to Change*

### Wednesday, March 22, 2023

- Pre-Conferences (SRCD-sponsored and affiliate)
- SRCD committee and caucus meetings
- Teaching Institute
- Frances Degen Horowitz (FDH) Scholars Program\*

### Thursday, March 23, 2023

- Welcome Reception & Presidential Address
- Invited Program Sessions
- Submitted Program Sessions
- Lunch with Leaders

### Friday, March 24, 2023

- Invited Program Sessions
- Submitted Program Sessions
- Breakfast/Lunch with Leaders
- Awards Ceremony & Member Meeting
- Presidential Reception

### Saturday, March 25, 2023

- Town Hall Meeting
- Invited Program Sessions
- Submitted Program Sessions
- Breakfast/Lunch with Leaders

## SRCD 2023 Biennial Meeting Travel Awards

*\*Subject to Change*

Three types of travel awards are offered as a benefit to SRCD members in support of attendance at the SRCD 2023 Biennial Meeting:

1. SRCD International Travel Awards
2. SRCD Early Career Travel Awards
3. SRCD Graduate Student Travel Awards

Watch your inbox and check the website for additional details about the criteria and application process.

## About the SRCD 2023 Biennial Meeting Invited Program

SRCD's invited program for the 2023 Biennial Meeting will highlight research, policy, and practice in child development. The Program Committee:

- a) considered the broad map of developmental science, practice, and policy with the aim of representing key areas of interest for the entire Society,
- b) took steps to coordinate with caucuses, committees, consortia, and SRCD staff to solicit recommendations for the invited program, and
- c) reviewed feedback from past meetings to identify areas of growth for the 2021 meeting.

The Invited Program aims to be transdisciplinary, inclusive, and accessible in many ways. Special considerations include highlighting research connecting child development to current affairs such as the climate crisis and displacement. The Invited Program Co-chairs sought to prioritize diversity broadly, including topics, local and international representation, interdisciplinarity, and speakers' positionality. We sought to develop a program that reflects the multiple interests and professional goals of our scientific community.

## Submission Guidelines for the SRCD 2023 Biennial Meeting

1. **Members and Nonmembers are limited to Two Presenting Roles.**
2. **Presenting Roles are:**
  - a. Presenting Author of an Individual Poster or Paper
  - b. Presenting Author of a Paper in a Paper Symposium
  - c. Moderator of a Conversation Roundtable
  - d. Panelist in a Conversation Roundtable
  - e. Organizer of a Professional Development Session
  - f. Presenter in a Professional Development Session
  - g. The roles of Chair and Discussant **do not count** as presenting roles; however, these roles are protected from schedule conflicts.
  - h. The role of Flask Talk symposium moderator **does not count** as presenting role; however, these roles are protected from schedule conflicts.
  - i. **Any role in the SRCD Invited Program Sessions does not count** as a presenting role; however, these roles are protected from schedule conflicts.

### **Additional Considerations:**

1. Presenting Roles (*see guidelines above*) are protected from schedule conflicts.
2. Each presenting role in the same submission counts as one presenting role (*e.g., if you are a presenting author of two papers in the same symposium, you have 2 presenting roles*).
3. There is no limit to the number of authors for a paper or poster. Non-presenting Author roles:
  - *are not protected* from schedule conflicts.
  - *do not count* toward the maximum number of 2 presenting roles.
4. Do not submit the same material more than once time (e.g., as a poster and as a symposium presentation or as a paper in two symposia).
5. Submissions must present sufficient data—coded and analyzed, even if not yet complete—to provide a basis for reviewer evaluation except for POSTERS ONLY. Poster submissions will be accepted for a study that you plan to conduct (or have collected already but not analyzed), and pre-register your hypotheses & data analysis plans. The data analysis should be completed before the conference to include the results and conclusion in the presentation.
6. During the submission process, you will be asked to select both a primary and secondary [review panel](#).
7. **Plan and submit early!**
  - The [submission website](#) will open in early July 2022.
  - You may edit your submission at any time prior to the submission deadline.
  - View and/or print your submission proof and review it carefully.
  - **No changes can be made after the submission deadline, Thursday, September 22, 2022.**
8. All biennial meeting attendees, including those in a presenting role, must register with the appropriate registration fee.
9. SRCD membership is not required for submission; however, we encourage you to [take advantage of the benefits of membership](#): Members in the Society are offered a significant discount on conference registration in addition to the eligibility for a variety of Society resources and initiatives. *For membership questions please contact the SRCD Membership department at [membership@srcd.org](mailto:membership@srcd.org)*

Questions regarding the submission process? Please contact the SRCD Program Office at [programoffice@srcd.org](mailto:programoffice@srcd.org).

## Submission Types for the SRCD 2023 Biennial Meeting

1. **Individual Poster Presentation.** Posters are individual, free-standing research presentations. They are the appropriate format when material can be explained briefly, is suited for graphic or visual presentation, and/or the presenter would benefit from high levels of interaction and discussion. Each poster occupies one 8 ft (2.44 m) wide x 4 ft (1.22 m) high poster board. Poster submissions will be accepted with either a regular poster abstract or pre-registration abstract.

**Regular Poster Abstract:** Abstract for the study where the data have already been collected and analyzed.

**Brought back for 2023! Pre-registration Abstract:** Abstract for a study that you plan to conduct (or have collected already but not analyzed), and pre-register your hypotheses & data analysis plans. The data analysis should be completed before the conference to include the results and conclusion in the presentation.

**Poster submissions will be accepted with either a regular poster abstract or a pre-registration abstract.**

- **Individual posters will be displayed in 45-minute sessions.**

 [Jump to the submission instructions for Individual Poster Presentations.](#)

2. **Flash Talk Paper Presentation.** A flash talk is an 8-minute free-standing research presentation highlighting the key attributes of a research study and may include 5-8 slides. Individual or flash talk symposium submissions will be accepted.

**Individual Submissions:** 3-4 individual flash talk presentations will be thematically organized and included in one session with an assigned moderator engaging the audience in discussion. Flash talk papers that are highly rated but cannot be accepted under this category (either because there are not 3-4 related papers on the topic, or the maximum number of flash talk sessions has been reached) will become **Individual Poster Presentations if and only if submitters have indicated that they would like to present the research as a poster.**

**New for 2023! Flash Talk Symposium Submissions:** A cohesive cluster of 3-4 flash talks from multiple institutions focused on a specific topic and emphasizing conceptual issues and an integration of findings. **Submissions must include a moderator.**

Serving as a moderator for a Flash Talk symposium does not count as a presenting role; however, this role is protected from schedule conflicts.

- **Flash Talk Sessions and Symposium will be presented in 45-minute sessions.**

 [Jump to the submission instructions for Individual Flash Talk Presentations.](#)

3. **Paper Symposium.** A cohesive cluster of research presentations and theoretical perspectives focused on a specific topic and emphasizes conceptual issues and an integration of findings **with representation from multiple institutions.** In this traditional format, the chair briefly presents the theme of the symposium, presenters speak for 15 minutes each, and a discussant provides an overview. At least 15 minutes **MUST** be set aside for audience discussion. Requirements: 1 chair with an optional 2nd chair if there is no discussant, 3 presentations plus 1 discussant, or 4 presentations.

- **Total time allotted to a session: 90 minutes.**

 [Jump to the submission instructions for Paper Symposia.](#)

4. **Conversation Roundtable.** This format is intended as a forum for a discussion of overarching questions/issues, not for the presentation of specific research findings. The roundtable is an engaging conversation between three or four scholars and the audience about ideas, methods, or professional- and research-related experiences. **A conversation roundtable must have representation from multiple institutions.** A central question or theme should serve as a focus for the roundtable. The broader purpose of

a roundtable is to encourage networking among individuals or groups who may benefit from shared experiences or from hearing different views on a topic. The audience must be given 30 minutes to respond to the questions/issues raised and to introduce additional questions and comments to the panel.

- Conversation Roundtables do not include PowerPoint slides or other audio-visual equipment.
- **Total time allotted to a session: 90 minutes.**

 [Jump to the submission instructions for Conversation Roundtables.](#)

**5. RETURNING for 2023! Solicited Content Submissions. To attract submissions on topics of high priority, the Program Committee invites submissions related to specific content. Each submission will be reviewed by a peer panel, like other submissions. There will be an individual panel for each content area:**

**a. COVID-19 Related**

The Program Committee invites submissions related to the COVID-19 pandemic. These sessions may include a poster, flash talks, paper symposia, or conversation roundtable discussion on the impact of the pandemic (which includes pandemic-influenced public discourse, xenophobia, etc.) on child development. Submissions may include research, policy, or practices and may describe the completed work or the in-progress work that submitters anticipate being completed by the time of the biennial meeting.

**b. NEW for 2023! Displacement Related**

The Program Committee invites submissions on the topic of displacement (i.e., involuntary or forced migration). Topics including, but are not limited to, natural disasters and climate change, economic hardship, racial/ethnic and/or religious persecution, war, and conflict with a focus on implications for child development are invited. These sessions may include posters, flash talks, paper symposia, conversation roundtables, or professional development sessions on research, policy, or practices that provide better insight into phenomena, mechanisms, and/or interventions related to displacement.

**c. NEW for 2023! Environmental Justice**

The Program Committee invites submissions on topics related to environmental justice (e.g., inequities in the impact of climate change, environmental toxins, focus on built and natural environments such as neighborhoods and green spaces) and impacts on child development. These sessions may include posters, flash talks, paper symposia, conversation roundtables, or professional development sessions on research, policy, or practices that provide better insight into phenomena, mechanisms, and/or interventions related to environmental justice.

**d. Indigenous Children and Families**

The Program Committee invites submissions on Indigenous children and families. These sessions, which should take a strengths-based approach and feature Indigenous voices, may include posters, flash talks, paper symposia, conversation roundtables, or professional development sessions on research or practices that provide better insight into phenomena, mechanisms, and/or interventions related to Indigenous children's health and wellbeing.

**e. Global South**

The Program Committee invites submissions on child development research, practice, and/or policy relevant to the Global South, occurring in the Global South, or being conducted by individuals based in institutions within the Global South. These sessions may include posters, flash talks, paper symposia, conversation roundtables, or professional development sessions highlighting issues related to the Global South.

**f. Anti-Racism Research or Interventions**

Building on the ongoing work of SRCD's Anti-racism Taskforce and guiding principles of anti-racism and anti-bias, the Program Committee invites submissions on topics related to anti-racism and anti-bias, and child development. These sessions may include posters, flash talks, paper symposia, conversation roundtables, or professional development sessions on research, policy or

practices, and interventions that incorporate cutting-edge or novel approaches related to these areas.

**Note:** All submissions to solicited content panels should conform to the SRCD guidelines for the selected presentation format (e.g., posters, flash talk presentations, symposium, workshop, conversation roundtable instructions).

- **Total time allotted to a session: 45 or 90 minutes.**

 [Jump to the submission instructions for Solicited Content Submissions.](#)

**6. Professional Development Session.** Submissions are geared towards a professional development track dedicated to a series of sessions on topics designed to build capacity in several areas. Examples of topics include, but are not limited to, science communication, promoting scholarly work through social media, mentoring for diversity, social and science policy activism, increasing diversity and representativeness in the conduct and teaching of developmental science, and data sharing. Each session should include interactive exercises and attendee engagement. The format can involve a single organizer or a team of participants.

- Professional Development Sessions must be submitted to Panel 31.
- **Total time allotted to a session: 90 minutes.**

 [Jump to the submission instructions for Professional Development Sessions.](#)

## Review Process and Criteria for All Submissions

1. Paper/Flash talk Symposia, Conversation Roundtables, and Professional Development Sessions *must* have representation from multiple institutions.
2. Reviewers should consult SRCD's [strategic plan](#) before evaluating submissions that are of equivalent scientific merit.
3. Submissions are peer-reviewed according to the following [criteria](#):
  - a. Representing leading-edge research in accordance with SRCD's strategic plan.

The SRCD strategic plan is intended to represent the future of the field as being interdisciplinary, international, attending to culture and diversity in an appropriate way, and/or having serious implications for policy. Hence, submissions with one or more of these qualities signify that they represent leading edge research that is desirable for the Biennial Meeting program.
  - b. Clarity of formulation/conceptualization
  - c. Adequacy of methods
  - d. Appropriateness of interpretations
  - e. Importance of topic
4. A submission that does not adhere to the rules and procedures will either receive a low rating or be disqualified from review. For example,
  - a. Do not include author names or other identifying material (i.e., grant support) in a poster or symposium submission. This will result in the submission being disqualified.
  - b. Submitting material more than once could result in a submission not being reviewed.
  - c. The abstract lacks sufficient data—coded and analyzed, even if not yet complete—to provide a basis for reviewer evaluation. Evaluation of the methods will be sensitive to qualitative and case study approaches as well as quantitative approaches.

## Entering Data into the Submission Website

**Please note:** The [submission website](#) will open in early July 2022. Information you enter is what will appear in the online program. **Changes cannot be made *after* the submission deadline, Thursday, September 22, 2022.**

1. **Please enter a *complete, formal name* (e.g., *Samuel T. Jones; H. Harrison Smith-Barton*), **current email address**, and **affiliation for each person**.** Please do not enter author names in all upper-case letters or all lower-case letters. This requirement serves to uniquely identify a person included in your submission and ensures that authors receive email communications regarding the decision status of the submission.
2. **Titles:** Enter a title for the submission with no more than 15 words. Use mixed-case letters (upper-case for the first letter of all words with 4 or more letters and lower-case letters for the remainder of the words) and appropriate punctuation.
3. **One person must enter all information for an entire submission.**
4. **Integrative statements, abstracts, and descriptions** entered for submissions must be typed or copied and pasted into a text box on the submission website.

**NOTE: Your integrative statement and/or abstract should be in final form as it will be viewable in the online program.**

5. **File Uploads:** All graphics must be incorporated into one single file. **The document should clearly identify the presentation it refers to and not contain any author information or it will be disqualified.** The file must be in Adobe PDF format. Upload this document at the end of the submission process.
6. **Group Authorship** (e.g., consortia, projects, programs) may be entered in the specified field during the “authors” step of the submitting process.
7. **Individual requests regarding scheduling** may be made at the time of submission by entering them in the “details” step. Due to the complexities of the SRCD program scheduling process, only justified requests will be addressed, so please include the *reason for your scheduling request*. SRCD will attempt to accommodate needs in the scheduling process; however, there is no guarantee that all requests can be met.

*Questions about submissions?* Please contact the SRCD Program Office at [programoffice@srcd.org](mailto:programoffice@srcd.org).

*Questions about SRCD membership?* Please contact the SRCD Membership department at [membership@srcd.org](mailto:membership@srcd.org)

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**Submissions Open: Early July 2022**

### Individual Poster and Flash Talk Paper Presentation

Please keep in mind that:

- Each poster occupies one 8 ft (2.44 m) wide x 4 ft (1.22 m) high poster board. Pushpins will be provided.
- **Reviewers may consider SRCD's [strategic plan](#)** when evaluating submissions that are of equivalent scientific merit.
- Accepted presenters are welcome to create their posters using this [alternative method](#).

#### Role Descriptions

- **Presenting Author:** This author must be the person who presents the individual presentations within the symposium. *This is a presenting role and is protected against schedule conflicts.*
- **Non-presenting Authors:** This role *is not* protected against schedule conflicts and *does not count* against the maximum number of 2 presenting roles.

#### What you will need to submit an Individual Poster and/or a Flash Talk Paper Presentation:

1. Enter a title for your submission with **no more than 15 words**. Use mixed-case letters and appropriate punctuation in your title.
2. Select a primary and secondary [review panel](#).
3. **Enter a full name, affiliation, and email address for each author. Do not enter author names in all upper-case letters or all lower-case letters.** This information establishes a unique identifier for each author, ensuring that submitters receive a decision status notification for the submission. **Identify the presenter of the submission.** If an author is in the database more than once, we kindly request that you notify SRCD at [programoffice@srcd.org](mailto:programoffice@srcd.org) so that duplicate records can be merged to avoid scheduling conflicts.
4. In the case of “group authorship” (consortium, program, etc.), use the “Group Authors” field of the submitting process. **Do not enter individual authors in your submission in the Group Author field** or they will not be seen in the program!

**NOTE: Do not include research funding support anywhere in your submission!** The appropriate place to acknowledge research funding support is in your presentation (should the submission be accepted).

5. Enter an *abstract* with a **maximum of 500 words**. Your abstract must be typed or copied and pasted into the submission website. **The abstract will be viewable in the online program.**
  - a. **Single-space** your abstract.
  - b. **Do not** include the title in the abstract.
  - c. **Do not** include author names or other identifying information in your abstract.
  - d. Use standard reference citations (last name[s], year) but **do not** include a reference list.
6. Graphics are encouraged *but are optional*; they **do not** count toward the maximum word count for an abstract. The two graphics allowed may be:
  - 2 tables, *or*
  - 2 figures, *or*
  - 1 table plus 1 figure.

**File Uploads:** All graphics must be incorporated into one single file. **The document should not contain any author information, or it will be disqualified.** The file must be in Adobe PDF format. You will upload this document at the end of the submission process.



Please keep in mind that:

- **Paper and Flash Talk Symposia must be organized and submitted as a group of presentations.** SRCD does *not* organize symposia. A chair is required; a discussant is optional.
- **Paper and Flash Talk Symposia must have representation from multiple institutions.**
- **Reviewers should consult SRCD's [strategic plan](#)** when evaluating submissions that are of equivalent scientific merit.

### Role Descriptions

- **Chair (required for Paper Symposium ONLY):** 2 chairs are permitted if there is no discussant. A chair enters all information into the submission website for the Paper Symposium. The chair(s) organizes and directs the symposium session, introduces the presenters, and ensures that time limits are strictly observed. The chair(s) should be prepared to lead, stimulate, and coordinate the 30-minute open discussion with the audience. This role is protected against schedule conflicts *but does not count* toward the maximum number of 2 presenting roles.
- **Discussant (optional if only one Chair - Paper Symposium ONLY):** The role of a discussant is to comment on the papers included in the symposium. This role is protected against schedule conflicts but does not count toward the maximum number of 2 presenting roles.
- **Presenting Author:** This author must be the person who presents the individual presentations within the symposium. This presenting role is protected against schedule conflicts.
- **Moderator (required for Flash Talk ONLY):** 1 moderator is required. The moderator organizes the symposium and enters all information into the submission website. Communicate with all Presenting Author prior to the meeting. Collect and compile the PowerPoint presentations. Decide on the order of paper presentations. Keep time; 6 minutes for each paper presentation. Moderate the discussion (20 minutes). *This is a presenting role and is protected against schedule conflicts*
- **Non-presenting Authors:** These roles *are not* protected against schedule conflicts and *do not count* against the maximum number of two presenting roles.

### Integrative Statement and Abstract

- Prepare a 250-word **integrative statement** that summarizes the nature and significance of the proposed symposium topic. Integrative statements will be viewable in the online program.
- Prepare a 500-word **abstract** for each paper that describes the material to be presented (introduction, hypotheses, study population, methods, results). Abstracts will be viewable in the online program.

### Number of Presentations Allowed - Paper Symposium ONLY

- A Chair and at least 3 papers are required; 4 papers are maximum. A Discussant is optional and allowed only with 3 papers. There are 3 possible combinations:
  - ✓ 1 chair + 3 or 4 papers
  - ✓ 2 chairs + 3 or 4 papers
  - ✓ Chair + Discussant + 3 papers

### ***What you will need to submit a Paper Symposium:***

1. Enter a title for the submission with **no more than 15 words**. Use mixed-case letters and appropriate punctuation in your title
2. Select a primary and secondary [review panel](#).
3. **Enter a full name, affiliation, and email address for each author. Do not enter author names in all upper-case letters or all lower-case letters.** This information establishes a unique identity for each person, ensuring that submitters receive a decision status notification for the submission. **Identify the chair(s), discussant (optional),**

**and the presenter of each paper.** If an author is in the database more than once, we kindly request that you notify SRCD at [programoffice@srcd.org](mailto:programoffice@srcd.org) so that duplicate records can be merged to avoid scheduling conflicts.

4. In the case of “group authorship” (consortium, program, etc.), use the “Group Authors” field of the submitting process. **Do not enter individual authors in the submission in the Group Author field** or they will not be seen in the program!

**NOTE: Do not include research funding support anywhere in your submission!** The appropriate place to acknowledge research funding support is in your presentation (should the submission be accepted).

5. Enter an *integrative statement* with a **maximum of 250 words**. Your integrative statement must be typed or copied and pasted into the submission website.
  - a. **Single-space** the integrative statement.
  - b. **Do not** include the title in the integrative statement.
  - c. **Do not** include names or other identifying information in the integrative statement.
6. Enter an *abstract* with a **maximum of 500 words for each presentation** in the symposium. Abstracts must be typed or copied and pasted into the submission website.
  - a. **Single-space** the abstract.
  - b. **Do not** include the title in the abstract.
  - c. **Do not** include names or other identifying information in the abstract.
  - d. Use standard reference citations (last name[s], year) but do not include a reference list.
7. Graphics are encouraged *but are optional*; they do not count toward the maximum word count for the abstract. The two graphics allowed per paper may be:
  - 2 tables, *or*
  - 2 figures, *or*
  - 1 table plus 1 figure.

**File Uploads:** A SINGLE document containing figures and/or tables for ALL the presentations in the symposium will be uploaded. Create a document that clearly identifies which presentation it refers to. **Do NOT include any author information on this document or it will be disqualified.** The file must be in Adobe PDF format. **You will upload this document at the end of the submission process.**

#### **What you will need to submit a Flash Talk Symposium:**

3. Enter a title for the submission with **no more than 15 words**. Use mixed-case letters and appropriate punctuation in your title
4. Select a primary and secondary [review panel](#).
6. **Enter a full name, affiliation, and email address for each author. Do not enter author names in all upper-case letters or all lower-case letters.** This information establishes a unique identity for each person, ensuring that submitters receive a decision status notification for the submission. **Identify the moderator and the presenter of each paper.** If an author is in the database more than once, we kindly request that you notify SRCD at [programoffice@srcd.org](mailto:programoffice@srcd.org) so that duplicate records can be merged to avoid scheduling conflicts.
7. In the case of “group authorship” (consortium, program, etc.), use the “Group Authors” field of the submitting process. **Do not enter individual authors in the submission in the Group Author field** or they will not be seen in the program!

**NOTE: Do not include research funding support anywhere in your submission!** The appropriate place to acknowledge research funding support is in your presentation (should the submission be accepted).

8. Enter a *symposium description* with a **maximum of 250 words**. Your description must be typed or copied and pasted into the submission website.
  - a. **Single-space** the symposium description.
  - b. **Do not** include the title in the symposium description.
  - c. **Do not** include names or other identifying information in the symposium description.

8. Enter an *abstract* with a **maximum of 500 words** for each paper presentation in the symposium. Abstracts must be typed or copied and pasted into the submission website.
  - e. **Single-space** the abstract.
  - f. **Do not** include the title in the abstract.
  - g. **Do not** include names or other identifying information in the abstract.
  - h. Use standard reference citations (last name[s], year) but do not include a reference list.
9. Graphics are encouraged but are optional; they do not count toward the maximum word count for the abstract. The two graphics allowed per paper may be:
  - 2 tables, *or*
  - 2 figures, *or*
  - 1 table plus 1 figure.

**File Uploads:** A SINGLE document containing figures and/or tables for ALL the presentations in the symposium will be uploaded. Create a document that clearly identifies which presentation it refers to. **Do NOT include any author information on this document or it will be disqualified.** The file must be in Adobe PDF format. **You will upload this document at the end of the submission process.**

## Conversation Roundtable

Please keep in mind that:

- **A Conversation Roundtable must have representation from multiple institutions.**
- **Reviewers may consider SRCD's [strategic plan](#)** when evaluating submissions that are of equivalent scientific merit.
- **A Conversation Roundtable does not include PowerPoint slides – there will not be audiovisual equipment in the room.**

### Role Descriptions

- **Moderator (required):** 1 moderator is required. The moderator organizes the roundtable and enters all information into the submission website. A moderator directs the discussion with and among panelists during the roundtable and makes sure that all participants have an equal opportunity to speak. Moderators are strongly encouraged to incorporate multiple disciplines, diversity, and international participation into their sessions. The moderator presents a list of significant questions to the panelists for comment and interactive discussion. These questions, which may address theoretical and/or methodological issues, should be compelling (e.g., cutting-edge; related to controversies in the field). ***This is a presenting role and is protected against schedule conflicts.***
- **Panelists (required):** The 3 or 4 panelists should be prepared to address and debate the questions/topics presented by the moderator and adhere to the timeline provided by the moderator. ***This is a presenting role and is protected against schedule conflicts.***

### Integrative Statement and Description

- Prepare a 250-word **integrative statement** that summarizes the nature and significance of the proposed topic. Integrative statements will be viewable in the online program schedule.
- Prepare a 1,000-word **description** of the session, including the questions/topics to be discussed proposed ***and the name of the panelist who will address each.*** Descriptions are for review purposes only.

### ***What you will need to submit a Conversation Roundtable:***

1. Enter a title for your submission with **no more than 15 words**. Use mixed-case letters and appropriate punctuation in your title.
2. Select a primary and secondary [review panel](#).

3. **Enter a full name, affiliation, and email address for each presenter.** Do not enter author names in all upper-case letters or all lower-case letters. This information establishes a unique identity for each person, ensuring that submitters receive a decision status notification for the submission. **Identify the presenter of the submission.** If an author is in the database more than once, we kindly request that you notify SRCD at [programoffice@srcd.org](mailto:programoffice@srcd.org) so that duplicate records can be merged to avoid scheduling conflicts.
4. In the case of “group authorship” (consortium, program, etc.), use the “Group Authors” field of the submitting process. **Do not enter individual authors in the submission in the Group Author field** or they will not be seen in the program!
 

**NOTE: Do not include research funding support anywhere in your submission!** The appropriate place to acknowledge research funding support is in your presentation (should your submission be accepted).
5. **Because of COVID-19:** Indicate if the research has been accepted at another conference. If yes, indicate which conference and whether the research was presented or not.
6. Enter an *integrative statement* with a **maximum of 250 words**. Integrative statements must be typed or copied and pasted into the submission website.
  - a. **Single-space** your integrative statement.
  - b. **Do not** include the title in the integrative statement.
  - c. **Include the name of the Moderator.**
7. Enter a *description* with a **maximum of 1,000 words**. Your description must be typed or copied and pasted into the submission website.
  - a. **Single-space** your description.
  - b. **Do not** include the title in the description.
  - c. **Include names and roles of panelists in the description.**
  - d. Include example questions that will be addressed to roundtable participants.
  - e. Use standard reference citations (last name[s], year) but do not include a reference list.

## Solicited Content Submissions

To attract submissions on topics of high priority, the Program Committee invites submissions related to specific content.

Please keep in mind that:

- All submissions to solicited content panels should conform to the SRCD guidelines for the selected presentation format (e.g., symposium, flash talk, poster, conversation roundtable instructions).
- These submissions will be submitted to individual panels dedicated to each topic.
- Each submission will be reviewed by a peer panel, like other submissions.

## Professional Development Session

Please keep in mind that:

- **A Professional Development session must be submitted** with at least 1 organizer.
- **Up to 6 Participants** may participate in the session with the organizer.

### Role Description

- **Organizer (required):** Two organizers are permitted. An organizer enters all information into the submission website for the Professional Development Session. The organizer(s) directs the flow of the session, serves as the timekeeper, and ensures that attendees have an opportunity to ask questions. ***This is a presenting role and is protected against schedule conflicts.***
- **Participant (optional):** 6 participants are permitted. A participant on a Professional Development Session is a non-audience contributor to the session. ***This is a presenting role and is protected against schedule conflicts.***

## Abstract and Proposal

- Prepare a **250-word abstract** that summarizes the nature and significance of the proposed topic. Include the name(s) of the participant(s) and the questions/topics to be discussed. The abstract for an accepted session will be viewable in the online program.
- Prepare a **1,000-word proposal** of the session, including a description of the topic, the session activities and goals, and the background of the organizer(s) and participant(s) if applicable. *Proposals are for review purposes only.*

### **What You Will Need to Submit a Professional Development Session:**

1. Enter a title for your submission with **no more than 15 words**. Use mixed-case letters and appropriate punctuation in your title.
2. **Choose Panel 31: Professional Development Session.** This is the only panel that is accepting professional development submissions.
3. **Enter a full name, affiliation, and email address for each participant.** This information establishes a unique identity for each person, ensuring they receive a decision status notification for the submission. If an author is in the database more than once, we kindly request that you notify SRCD at [programoffice@srcd.org](mailto:programoffice@srcd.org) so that duplicate records can be merged in order to avoid scheduling conflicts.
4. Enter an *abstract* with a **maximum of 250 words**. The abstract must be typed or copied and pasted into the submission website.
  - a. **Single-space** the abstract.
  - b. **Do not** include the title in the abstract.
  - c. **Include the names of the organizer(s) and participant(s) if applicable.**
5. Enter a *proposal* with a **maximum of 1,000 words**. The proposal must be typed or copied and pasted into the submission website.
  - a. Single-space the proposal.
  - b. **Do not** include the title in the proposal.
  - c. Include a description of the topic of the session, the session activities and goals, and the background of the participant(s) if applicable.

## Join the SRCD 2023 Biennial Meeting Conversation

Join the SRCD 2023 Biennial conversation on Twitter with [@SRCDtweets](https://twitter.com/SRCDtweets) using #SRCD23.

Submissions accepted: Starting July 2022

**Submission Deadline: Thursday, September 22, 2022, 11:59 pm EDT**

**\*No Changes to the Submission once the Deadline passes**

*Questions about submissions?* Please contact the SRCD Program Office at [programoffice@srcd.org](mailto:programoffice@srcd.org).

*Questions about SRCD membership?* Please contact the SRCD Membership Department at [membership@srcd.org](mailto:membership@srcd.org)