Individual Presentation/Full Panel/Roundtable Abstract Instructions

Abstracts due October 13, 2017

Submission of an individual presentation, full panel or roundtable abstract using our online form will require the following elements:

- **Contact information.** For individual presentation submissions, please include contact information for the presenter. For full panel submissions, you should include information for the panel organizer, chair, each presenter, and each discussant. For roundtable submissions, please include contact information for the moderator and a list of potential presenters.

- **Topic Selection.** Please select the topic area that **best** describes your individual presentation, full panel or roundtable. If "other," you will be asked to elaborate on your topic on a later page. Select from the following:
  
  - Civil and criminal justice
  - Education and training
  - Energy, natural resources, and environment
  - Finance and financial markets
  - Food and agriculture
  - Health, health insurance, and health care
  - International trade and development
  - Safety and security
  - Social welfare programs
  - State and local policy
  - Theory and methods
  - Transportation and infrastructure
  - Workforce and workplace.

- **Proposal type.** Please select whether your submission is an individual presentation, full panel or roundtable. For individual presentation submissions, list all co-authors who should be named in the program. For full panel submissions, identify the chair; each presenter, including a 200-300 word abstract of their presentation; and the discussants. For roundtable submissions, please include an abstract and list of confirmed and potential presenters. Contact information for the chair, presenters, and discussants should have been provided on the first page.

- **Other topic area.** If you selected "other" as your topic area, please elaborate on your topic.

- **Volunteer.** Please indicate if you are willing to volunteer as a panel chair and/or discussant for another session.

- **Presentation or panel title** (up to 120 characters).

  - **Presentation or panel description** (up to 500 words). For individual presentation submissions, please provide an abstract: Provide an introduction/problem statement, method, results, and conclusions (where applicable). Consider addressing the following items: (1) what research question(s) are you trying to answer; (2) does the paper present new data or new analysis of existing data; (3) what is novel about this research compared with the existing literature; and (4) what did you find? Include the basics of: the context for the work, the methodology used, its significance in the field (new data or new analysis), and results (if available).

  - For panel submissions, please include a brief overview of the panel. If your submission is accepted, this description will appear in the conference program.
• For roundtables, please include a brief overview of the roundtable. If your submission is accepted, this description will appear in the conference program. Please also note whether listed roundtable participants have been confirmed or not so that we can send them conference registration reminders only if appropriate.

The Program Committee reserves the right to select only a subset of the panel abstracts for presentation or to reorganize the panels if needed. **Submissions are limited to one abstract per presenter, although you may be listed as co-author on an unlimited number of other presentations.** You may submit two abstracts only if one is for an individual presentation and the second is part of an organized panel or roundtable; the two abstracts must address substantially different areas of research.

**Submission of an abstract for an individual presentation, full panel or roundtable is viewed as a firm commitment to participate in the conference if accepted.** Entries received after **October 13, 2017**, are not guaranteed consideration by the program committee.