

Seminars. Seminars as a rule concentrate on more narrowly focused topics and aim at extensive discussion. In order to allow the time to be spent mainly on discussion, advance notice of a seminar is published in the August Newsletter and copies of the papers to be discussed are distributed by organizers to those who request them. Attendance at a seminar will, if necessary, be limited to the first 25 people writing to the organizer. Seminars are normally three hours in length.

Workshops. Workshops as a rule concentrate on timely pedagogical issues or major research projects of interest to a broad spectrum of the membership. Workshops usually involve a major presentation by the organizer(s), followed by a lengthy discussion period.

Joint Sessions. The APA Program Committee encourages APA members to organize joint panels, seminars, or workshops in cooperation with AIA members. Submissions must be made to both organizations and conform to the guidelines of both the APA and the AIA. No limit has been placed on the number of such sessions that can be scheduled each year. **Important Note:** The Program Committees of the two societies review each proposal independently. Depending on the outcomes of these deliberations, a particular session may be accepted for both programs, for only one program, or for neither.

Roundtable Discussion Session. This 90-minute joint session with the AIA consists of a number of tables devoted to discussions of a variety of topics, with at least one discussion leader for each topic. Members are invited to propose themselves as roundtable discussion leaders. Topics may be the leader's area of scholarly interest or an issue important to the profession. Since certain topics lend themselves to presentation by more than one leader, proposals for multiple leaders are welcome. (In cases of multiple leadership, only one is required to be an APA member.) The Program Committee believes that these sessions can provide an excellent opportunity for those in early stages of their careers (both graduate students and recent Ph.D.'s) to interact with established scholars in a less formal environment than a session or a job interview. Leadership of a roundtable discussion does not count as an "appearance" on the annual meeting program.

Individual Papers. The Program Committee welcomes paper submissions from individual members for oral presentation. Papers may not exceed a 15-minute limit, and the Program Committee reserves the right to limit the time allotted to a paper or the audio/visual equipment requested. Please examine carefully the regulations for the preparation of individual abstracts in the next section.

Papers To Be Read By Title. Members may submit abstracts for papers to be listed in the Annual Meeting Program and published in the Abstracts book, but not to be presented orally at the Annual Meeting. In cases where the Program Committee does not think an abstract suitable for oral presentation, it reserves the right to accept it as a paper to be read by title.

I. INDIVIDUAL ABSTRACTS

The following items must be received in the Executive Director's Office no later than Wednesday, May 14, 2008:

- **Two (2) copies of the Abstract Submission Form (Form A).**
- **Seven (7) copies of an anonymous abstract.**

OPTIONAL: If you wish to receive an acknowledgment that we have received your abstract, please include a self-addressed stamped postcard.

Please note the following guidelines for submission of Individual Abstracts.

1. Abstract Submission Form. Submit two (2) copies of the **Abstract Submission Form** (Form A); please legibly print or type your name, institution and title of paper as you would wish them to appear in the Program and note your summer address for mid/late July when notification of acceptance or rejection will be sent. Also, please specify any audio/visual needs at this time.

2. Abstract Content. Submit seven (7) copies of the **abstract.** The abstract should contain the following information:

- a clear initial statement of purpose,
- a brief explanation of the abstract's relationship to the previous literature on the topic, including direct citations of any important literature (see "Citations of Literature" below),
- a summary of the argumentation,
- some examples to be used in the argumentation.

The abstract should make it clear that the paper is suitable for oral presentation within the time limit (maximum time is 15 minutes).

3. Abstract Format. PLEASE ADHERE CAREFULLY TO THESE INSTRUCTIONS. Adherence to this format will make it possible for accepted authors to submit abstracts for the Abstract Book without any revisions.

- Abstracts must be one page in length. Abstracts longer than one page will not be accepted. (However, see the next paragraph concerning the submission of bibliographical information.)
- Use 8.5-x-11-inch paper. If A4 paper is used, check that the text length from the top to the bottom is not greater than 10.2 inches.
- The top margin should be .8 inch; the left, right, and bottom margins should be 1 inch.
- Line spacing should be between 1.25 and 1.5.
- The text of the abstract should be in **11 point** Times New Roman font.
- The author's name should not appear on any copy of the abstract. However the title of the abstract should be in the upper-right-hand corner in **12 point** Times New Roman font.

4. Citations of Literature. For documentation, footnotes should not be used. Incorporate citations into the text of the abstract. In citing bibliography in the text, brief parenthetical references usually suffice, but be sure that these are intelligible. The best procedure is to list complete bibliographical citations of the most important works **on a second, detachable page**, and to refer to these in your abstract by author's name and, when necessary, date. Note, however, that the abstract itself may not exceed a single page.

Please Note: Authors may cite relevant work that they have already published, but these citations should be in the same format as any other author's, *i.e.*, in the third person.

5. Abstract Category. Please **indicate in the space provided on Form A the category** in which you think your abstract most appropriately belongs. (The list of abstract categories appears on page 22 of this insert.) This will assist the Executive Director's office in organizing submissions for the Program Committee's review. The Program Committee reserves the right to reassign the category of any paper accepted for presentation at the Annual Meeting.

6. Single Submission and Appearance Policies. A member may submit only one Individual Abstract for a given annual meeting. A member may not submit an Individual Abstract if he or she is scheduled to present a paper or serve as a discussant or respondent in any other APA annual meeting paper session (except for the roundtable discussion session).

7. Submission to AIA. Please check the appropriate box on the form indicating whether you are also submitting an abstract to the AIA Program Committee. This information will help us to avoid scheduling conflicts.

II. ROUNDTABLE DISCUSSION SESSION
(See page 5 for a description of this session.)

The Program Committee invites members to submit a letter containing a brief (50-100 word) description of a suitable topic for a roundtable. Certain topics may lend themselves to presentation by more than one leader; such proposals are welcome. As long as one discussion leader is an APA member, co-organizers may be nonmembers. These submissions for the annual meeting in Philadelphia should be received in the Executive Director's Office by **March 17, 2008**. Leadership of a roundtable discussion will not be treated as an appearance on the annual meeting program.