Open Call FAQ

Scholarly Sessions, Workshops, APA and PAS SIGs, Workshops,Volunteers: Reviewers and Moderators, and Ancillary Events

Please note that you cannot finish your submission until each participant has completed their profile, COI, and acknowledgement.

What types of sessions will the meeting include?

Session types can be found here: PAS Program Page

SCHOLARLY SESSION, WORKSHOP, SIG, AND ANCILLARY EVENT SUBMITTERS
When can I submit my Scholarly Session, SIG, Workshop, or Ancillary Event?
- The Call for Scholarly Sessions, Workshops, and SIGs opens on October 6, 2021, and closes on November 8, 2021 (11:59 pm CT). Access the PAS Program Page to get started.
- Ancillary Events can be submitted from October 6, 2021, to March 1, 2022(11:59 pm CT). Click here for more details.

Where do I go to submit a session or workshop?
- Locate the desired submission website from the options below. You can save your submission as a draft and come back to finish it later. Please note that you cannot finish your submission until each participant has completed their profile, COI, and acknowledgement.
    - [APA & PAS SIG Submission Site](#)
    - [Scholarly Session Submission Site](#)
    - [Workshop Submission Site](#)
- The Call for Scholarly Sessions, Workshops, and SIGs opens on October 6, 2021, and closes on November 8, 2021 (11:59 pm CT).

How do I invite Participants to complete their profile, COI, and acknowledgement?
- Under the Participation Information Task, click "Invite" to send an automatic email directing participants to complete their tasks. This invitation includes ALL required tasks they need to complete.
- Each participant must complete their profile, COI, and acknowledgement before the submission may be completed.
- For extra assurance, please notify participants you have added them to the system and that they need to complete the required information. They should locate the email sent from info@pas-meeting.org with the subject: Important: You Have Outstanding Tasks for a SIG Session Submission". If participants do not receive the email, please ask them to check the junk/spam section of their inbox.
- The system allows you to invite them to complete their required tasks as many times as you choose by clicking the "Invite" button.

How do I indicate my Scholarly Session is suitable for a Highlighted Theme?
- PAS 2022 Lab: Highlighted Themes. As a pilot test of broad themes of interest across

academic pediatrics, PAS especially welcomes submissions related to our Highlighted Themes. We also encourage creativity as you build your session agendas. A 90-minute session agenda for a submission related to a Highlighted Theme may, for example, feature short presentations, followed by a pro/con debate, followed by time for small group discussion among session participants. When you submit, you will have the opportunity to indicate if your submission aligns with a

PAS 2022 Highlighted Theme:

- **Effects of Climate Change on Child Health**
- **Racism in Research and Medical Care**
- **Managing the Pediatric Mental Health Crisis**

When you submit, you will have the opportunity to indicate if your submission aligns with one of the PAS 2022 Highlighted Themes.

How long will Scholarly Sessions, Workshops, and SIGs be in PAS 2022?
- All sessions will be 90 minutes.

Will there be a maximum number of participants for Workshops?
- Yes, workshop leaders can set a maximum number of participants; PAS staff will work with leaders of accepted workshops on these details.

What happens after my Scholarly Session is selected?
- Session submitters will be notified by December 21, 2022. If selected, all speakers will be required to confirm participation, including pre-recording their presentation. All presenters will need to register for the PAS 2022 Meeting.
- All speakers will pre-record their presentations in the virtual platform in March-April 2022.

What happens after my Workshop is selected?
- Session submitters will be notified by mid-January 2022. If selected, all speakers will be required to confirm participation. All presenters will need to register for the PAS 2022 Meeting.

I submitted a session but need to make a change. How do I do this?
- *Before the submission deadline:* You can make changes to your own submitted session. Access the submission site, scroll down to your completed submissions, and click on the submission title you want to edit. Make the desired changes and be sure to re-submit before the deadline.
- *After the submission deadline:* While we realize some changes are inevitable, we urge you to work with your potential speakers and participants to confirm their availability and presentation information prior to submission. After the deadline, use the Change Tracker Request link to alert PAS staff to changes. This link is live after the submission window closes.

Do I have to record my session?
- Recordings are required for all formats except for Workshops and Ancillary Events. You will be required to submit your recording to PAS prior to arriving in Denver. All presenters are also expected to attend and present in Denver.

What happens if the PAS 2022 Meeting goes Virtual?
- PAS would make the decision to go virtual no later than February 1, 2022. If a virtual switch is required, you would be required to pre-record your presentation and details on any live Q+A or live virtual presentations would be supplied to you by March 1, 2022.