Proposal Cover Sheet

21th Biennial Conference of the

Society for Menstrual Cycle Research

June 4-6, 2015

Suffolk University, Boston, USA

Guidelines for Submission

1. **Paper proposals** are for individual oral presentations of approximately 15 minutes duration with 5 additional minutes for discussion that will be grouped thematically in sessions as space allows. Chairpersons will be appointed by the program committee. There will be no discussants. Handouts are encouraged.

2. **Panel/symposium proposals** are theme-based oral sessions lasting one hour and a half. Four papers, each 15 minutes in duration will be presented, followed by a final 30 minutes for discussion. A discussant introduces the presenters and encourages interchange between presenters and participants. The discussant summarises and comments for 10 minutes of the 30 minutes designated for discussion. We encourage submissions of organised panels complete with theme/topic, discussants, paper presenters and order of the talks. Handouts are encouraged.

3. **Poster presentations** are formats that allow for extended discussion of the presentation with the author(s). Posters are prepared with information that can be read from a short distance (two to three feet). Handouts are encouraged.

4. **Workshops** are intended as training and/or information sessions. Submissions should include the workshop title, the problem or expertise addressed, an outline of the proposed content, any specific “take-aways” participants should expect, and the time allotment desired.

5. **Exhibit/Performance/Screening.** We welcome innovative presentations that do not necessarily fit the conventional academic formats, such as art exhibits, performances, film screenings, or other types of presentations. Please describe what you would like to do and how much time you would like to have (we may or may not be able to accommodate desired time slots and allocations, but please let us know).

**Please complete this form and submit to (****SMCR2015@uws.edu.au****).**

**Deadline: January, 31, 2015**

|  |
| --- |
| **Proposer Details** |
| Name |  |
| Email |  |
| I am (e.g. Academic, Independent researcher, Activist, practitioner, artist, Current Student – PhD, Masters, Graduate level, Other) |  |
| Are you an Early Career Researcher? |  |

If submitting a proposal for a panel, please complete form on page 4.

|  |
| --- |
| **Proposal Information** |
| Title of Presentation |  |
| Preferred Format (e.g., paper, poster, workshop, exhibition) |  |
| Specify Audio Visual Equipment Needed (projection not guaranteed) |  |

|  |
| --- |
| **First Author/Presenter** |
| Name |  |
| Title/Student Status |  |
| E-Mail Address |  |
| Affiliation & Address |  |

| **Co-Author/Presenter** |
| --- |
| Name |  |
| Title/Student Status |  |
| E-Mail Address |  |
| Affiliation & Address |  |

|  |
| --- |
| **Co-Author/Presenter** |
| Name |  |
| Title/Student Status |  |
| E-Mail Address |  |
| Affiliation & Address |  |

|  |
| --- |
| **Co-Author/Presenter** |
| Name |  |
| Title/Student Status |  |
| E-Mail Address |  |
| Affiliation & Address |  |

If more than four authors, attach separate sheet with additional authors’ information.

Please indicate your permission to duplicate your abstract for conference participants:

Typed Name:

Date:

**SYNOPSIS: 50 words to be included in conference program**

**ABSTRACT: 500 word description of the presentation**

**For empirical projects, include brief literature review, methodology, results, implications**

| **Panel Proposal** |
| --- |
| Title of Proposed Panel |  |
| Chair of Panel |  |
| Discussant for Panel |  |
| Specify Audio Visual Equipment Needed (projection not guaranteed) |  |

| **First Paper** |
| --- |
| Title of Paper |  |
| Title/Student Status |  |
| Author’s Name |  |
| E-Mail Address |  |
| Affiliation & Address |  |

| **Second Paper** |
| --- |
| Title of Paper |  |
| Author’s Name |  |
| Title/Student Status |  |
| E-Mail Address |  |
| Affiliation & Address |  |

| **Third Paper** |
| --- |
| Title of Paper |  |
| Author’s Name |  |
| Title/Student Status |  |
| E-Mail Address |  |
| Affiliation & Address |  |

| **Fourth Paper** |
| --- |
| Title of Paper |  |
| Author’s Name |  |
| Title/Student Status |  |
| E-Mail Address |  |
| Affiliation & Address |  |

Please attach a separate sheet with additional coauthors’ names and contact information.

Please indicate your permission to duplicate your abstract for conference participants:

Typed Name:

Date:

**SYNOPSIS: 50 words to be included in conference program**

**Please include a synopsis for each paper on the panel.**

**ABSTRACT: 500 word description of the panel**