AJS 55TH ANNUAL CONFERENCE

Lightning Session Proposal Submission Checklist

- ☐ Is every participant in your lightning session a current AJS member?
- ☐ Do you have the following information prepared for your submission? (Required information is followed by an asterisk (*) on this checklist)
  - ☐ Lightning Session Title* (25 words or less)
  - ☐ Lightning Session Abstract* (350 words or less)
  - ☐ Paper 1 Title* (25 words or less)
  - ☐ Paper 1 Abstract* (350 words or less)
  - ☐ Paper 2 Title* (25 words or less)
  - ☐ Paper 2 Abstract* (350 words or less)
  - ☐ Paper 3 Title* (25 words or less)
  - ☐ Paper 3 Abstract* (350 words or less)
  - ☐ Paper 4 Title* (25 words or less)
  - ☐ Paper 4 Abstract* (350 words or less)
  - ☐ Paper 5 Title* (25 words or less)
  - ☐ Paper 5 Abstract* (350 words or less)
  - ☐ Paper 6 Title (25 words or less)
  - ☐ Paper 6 Abstract (350 words or less)
  - ☐ Paper 7 Title (25 words or less)
  - ☐ Paper 7 Abstract (350 words or less)
  - ☐ Lightning Session Chair* - If you don't have a chair at the time of submission, please list Michelle Katz (AJS Director of Membership & Conference Content) as a placeholder.
  - ☐ Lightning Session Respondent - This is an optional role and is not recommended for sessions with 6-7 papers.
  - ☐ Primary Division* - the full list of divisions is here
  - ☐ Secondary Division - What is a secondary division and should I list one?
  - ☐ Diversity Focused Identity Information - Do the participants in your session have any underrepresented identities that you would like to share with the program committee as they consider your application? This information will not be made public.
  - ☐ Keywords - 8 words or fewer
  - ☐ A/V Needs* - Details about audiovisual equipment are here. This will be your ***only*** opportunity to request A/V.
  - ☐ MyAJS Login Credentials - you will need your username and password to log into the submission site