



## PRESENTATION INFORMATION AND GUIDELINES

### ALL PRESENTATIONS

(CE Workshop, Symposium/CE, Oral, Brief Communication, Poster, Virtual Poster)

- **REQUIRED (in-person and virtual presentations)**
  - All presentations must include a “Conflict of Interest” slide (oral, brief, CE workshop, symposium/CE) or statement (poster). If there is no conflict of interest, please list “N/A” on the slide or statement.
- **PRESENTATION CHANGES**
  - Changes to your presentation (title, abstract, authors/co-authors, etc.) will need to be announced during your presentation (verbally or stated on slides/poster). The title/abstract was submitted and accepted based on the scientific masked peer-review process. Confirmation emails were sent to the authors/co-authors when abstract was submitted and accepted.
- **PROGRAM**
  - For your presentation to be included in the program (in-person or virtual) ALL presenters must be registered for the conference on or before Monday, September 5.
- **EVENT PLATFORM**
  - The conference mobile/web app will be available to presenters in October. Please upload your materials by Tuesday, November 1st.
  - Presenters can upload a maximum of 2 PDF files with 10MB file size limit. Please consider including the following information on the PDFs: (a) title, authors’ names, meeting at which the paper is being presented (i.e., “Paper presented at the 2022 Annual Conference of The Society for the Scientific Study of Sexuality”), date, and the city and state of the conference, (b) contact information, (c) brief descriptions of the purpose of the study, the method, the results, and your interpretation of the results, (d) selected references, and (e) tables or graphs.
- **DURATION, SCHEDULE, and ARRIVAL DETAILS**
  - Refer to the specific presentation section below for details on duration and schedule information.
  - Presenters must arrive at their session at least 10 minutes prior to the start of their session.
  - AV staff will be available to assist you within 10 minutes prior to the start of the session (if needed).
- **AV EQUIPMENT**
  - For all sessions, SSSS will provide (at no additional charge):
    - an LCD projector & screen
    - PC laptop
  - If additional AV equipment is needed (ex: small speaker sets) the arrangements must be made prior to October 15th. Send email to [thesociety@sexscience.org](mailto:thesociety@sexscience.org) to request additional AV equipment.
  - If additional AV equipment is needed presenters will have to separately pay the AV company for any scheduled or last-minute AV additions, assuming they are available. The Society assumes no liability for any AV equipment that we obtain for the sessions or that the presenter obtains or brings to the sessions.
- **PRESS and MEDIA REPRESENTATIVES**
  - Some members of the media may attend the conference. They are told they must introduce themselves as media, prior to asking questions. Of course, you are free to decline such interviews if you wish.

***Additional individual presentation format guidelines below.***

**Thank you for presenting at the SSSS Annual Conference!**  
**Contact SSSS with any questions!**



## PRESENTATION INFORMATION AND GUIDELINES

### CE WORKSHOP

- Schedule – To be scheduled on Friday or Saturday, November 4 or 5. Specific date and time to be posted in early-Fall.
- SSSS is a participating sponsor of three organizations: AASECT, APA, NCHEC- CHES®/MCHES®. Please visit [SexScience.org/2022CE](https://SexScience.org/2022CE) to view the CE organization statements, the requirements for those who register to earn continuing education credit hours (CECH), and to view the information for your workshop that SSSS shares on the website for those who are interested in earning CECH. Participants earn CECH for their respective CE organization, license, and/or employer.
- As a presenter, you are responsible to cover the material that ensures the learning objectives for your workshop are met.
- The participants who attend your workshop to earn CECH are required by their respective CE organization to sign in/out of your workshop and complete an evaluation for your workshop. The evaluations for your workshop are summarized and then reviewed by the CE Committee and sent to the CE organizations (if applicable).
- Moderator – A moderator will be assigned to your workshop to ensure all participants who are earning CECH sign-in/out of your workshop and have access to the evaluation for your workshop. The moderator is also responsible for time management of your workshop. The moderator cards will be: 5 minutes, 2 minutes, 0 minutes (STOP) to let you know when you are near the end of your workshop.
- Please allow time during your workshop for Q&A.
- Your presentation must stay on schedule.
- All conference attendees are invited to attend all sessions, including your CE workshop. If there is limited space, those who register to earn CECH have priority.
- Note – Your abstract was accepted based on the scientific masked peer-review process. The CE Committee will be reviewing the CE material that you submitted (learning objectives, CV, references, etc.) per the guidelines set by each CE organization. If additional information is required or information needs to be updated a member of the CE Committee or the SSSS office will contact the lead author/presenter.

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## PRESENTATION INFORMATION AND GUIDELINES

### SYMPOSIUM/CE PRESENTATION

- Duration – A set of three or more presentations to include Q&A within a 60-minute or 90-minute block of time.
- Schedule – To be scheduled on Friday or Saturday, November 4 or 5. Specific date and time to be posted in early-Fall.
- SSSS is a participating sponsor of three organizations: AASECT, APA, NCHEC- CHES®/MCHES®. Please visit [SexScience.org/2022CE](https://SexScience.org/2022CE) to view the CE organization statements, the requirements for those who register to earn continuing education credit hours (CECH), and to view the information for your session that SSSS shares on the website for those who are interested in earning CECH. Participants earn CECH for their respective CE organization, license, and/or employer.
- As a presenter, you are responsible to cover the material that ensures the learning objectives for your session are met.
- The participants who attend your session to earn CECH are required by their respective CE organization to sign in/out of your session and complete an evaluation for your session. The evaluations for your session are summarized and then reviewed by the CE Committee and sent to the CE organizations (if applicable).
- Moderator – A moderator will be assigned to your session to ensure all participants who are earning CECH sign-in/out of your session and have access to the evaluation for your session. The moderator is also responsible for time management of your session. The moderator will hold up cards for each presentation. The moderator cards will be: 5 minutes, 2 minutes, 0 minutes (STOP) to let you know when you are near the end of your presentation.
- Please allow time during your presentation for Q&A.
- Your presentation must stay on schedule to ensure all presentations within your session have the same amount of time.
- All conference attendees are invited to attend all sessions, including your Symposium/CE session. If there is limited space, those who register to earn CECH have priority.
- Note – Your abstract was accepted based on the scientific masked peer-review process. The CE Committee will be reviewing the CE material that you submitted (learning objectives, CV, references, etc.) per the guidelines set by each CE organization. If additional information is required or information needs to be updated a member of the CE Committee or the SSSS office will contact the lead author/presenter.

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### ORAL PRESENTATION

- Duration – Approximately 15-minute presentation to include Q&A within a 60-minute or 90-minute block of time.
- Schedule – To be scheduled on Friday or Saturday, November 4 or 5. Specific date and time to be posted in early-Fall.
- Moderator – *The presenter that is scheduled last within each session is designated to be the moderator of the session.* If the last presenter of the session is unable to moderate the session it is the responsibility of the presenter to seek a replacement to monitor the session. If you need assistance, contact the SSSS office at [thesociety@sexscience.org](mailto:thesociety@sexscience.org). A moderator is responsible for time management of your session. The moderator will hold up cards for each presentation. The moderator cards will be: 5 minutes, 2 minutes, 0 minutes (STOP) to let you know when you are near the end of your presentation.
- Please allow time during your presentation for Q&A.
- Your presentation must stay on schedule to ensure all presentations within your session have the same amount of time.
- All conference attendees are invited to attend all sessions, including your oral presentation.

### BRIEF COMMUNICATION PRESENTATION

- Duration – Approximately 10-minute presentation to include Q&A within a 60-minute or 90-minute block of time.
- Schedule – To be scheduled on Friday or Saturday, November 4 or 5. Specific date and time to be posted in early-Fall.
- Moderator – *The presenter that is scheduled last within each session is designated to be the moderator of the session.* If the last presenter of the session is unable to moderate the session it is the responsibility of the presenter to seek a replacement to monitor the session. If you need assistance, contact the SSSS office at [thesociety@sexscience.org](mailto:thesociety@sexscience.org). A moderator is responsible for time management of your session. The moderator will hold up cards for each presentation. The moderator cards will be: 5 minutes, 2 minutes, 0 minutes (STOP) to let you know when you are near the end of your presentation.
- Please allow time during your presentation for Q&A.
- Your presentation must stay on schedule to ensure all presentations within your session have the same amount of time.
- All conference attendees are invited to attend all sessions, including your oral presentation.

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### POSTER PRESENTATION

- Poster presentations allow the presenter to discuss their research in an interactive way using text, charts, graphs, and other visual aids.
- Poster Size – Presenters will be provided with a standing bulletin board on which to mount your poster. The space allotted for each poster is **3.5' (width) x 4' (height)**. Please plan accordingly.
- Duration/Schedule
  - **POSTER SESSION A:** Thursday, November 3 from 7:15 PM to 9:15 PM (during the Welcome Reception)  
This poster session is for posters that are accepted via the member poster submission process. Portal will open late-July for SSSS members to submit late-breaking work and work in progress to be considered for this session.
  - **POSTER SESSION B:** Friday, November 4 from 2:15 PM to 3:15 PM  
This poster session is for abstracts that were submitted during the regular call for abstracts and accepted for a poster presentation.
  - **POSTER SESSION C:** Saturday, November 5 from 1:30 PM to 2:30 PM  
This poster session is for abstracts that were submitted during the regular call for abstracts and accepted for a poster presentation.
- Set-Up/Removal of Poster – Specific date/time to set-up and remove your poster will be posted in August. If your poster is not removed by the specific time, SSSS will remove and discard your poster.
- If you are presenting more than one poster, excluding the Member Poster Session, contact SSSS on or before Friday, August 26 at [thesociety@sexscience.org](mailto:thesociety@sexscience.org) to let us know if you would prefer to present multiple posters on one day or present one poster each day so we can assign your poster accordingly.
- Moderator – A moderator will be assigned to the poster sessions. The moderator is responsible to assist presenters with their assigned bulletin board space, provide push pins, and assist with hanging posters.
- All conference attendees are invited to attend all sessions, including the poster sessions.
- Additional Formatting Tips for Posters:
  - Use section headings to orient the viewer
  - Consider using a poster template
  - Make sure the font size is large enough: normal text, text in plots, and text in figures should be at least 20 points
  - Length should be approximately 1,000 words.
  - Use serif fonts for text (e.g., Times) and sans-serif fonts for titles (e.g. Helvetica) and headings
  - Use italics instead of underlining
  - Keep graphs clean and simple
  - Colors: Use a dark color for text and light color for the background. Be mindful of contrast standards.

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## PRESENTATION INFORMATION AND GUIDELINES

### VIRTUAL POSTER PRESENTATION

- Duration – Up to a 15-minute pre-recorded presentation to include a poster or slide(s).
- Presenters will be given a virtual presentation profile. Within this, you will be able to upload your pre-recorded talk, the poster image file, and additional information (see “Event Platform” from “ALL PRESENTATIONS” section above).
- You will have access to the Whova event application by October 11th, but we encourage you to prepare the materials ahead of time.
- Your poster can be uploaded (as an image file) as the “Cover Photo” on your presentation profile. Recommended image dimensions: 800px x 450px (Max 1000px x 1000px)
- The virtual presentations will be available to both virtual and in-person attendees for the duration of the conference, along with accessibility up to three months after the conference.
- Additional Formatting Tips for Posters:
  - Use section headings to orient the viewer
  - Consider using a poster template
  - Make sure the font size is large enough: normal text, text in plots, and text in figures should be at least 20 points
  - Length should be approximately 1,000 words.
  - Use serif fonts for text (e.g., Times) and sans-serif fonts for titles (e.g. Helvetica) and headings
  - Use italics instead of underlining
  - Keep graphs clean and simple
  - Colors: Use a dark color for text and light color for the background. Be mindful of contrast standards.

**IMPORTANT:** For the Whova app, presenters add a link to the pre-recorded video, as opposed to uploading the video file. We recommend using YouTube, Vimeo, DailyMotion or SlidesLive. Upload your video file to one of these services; then in Whova, simply add the link.

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