



2019 Conference RIG Symposia Timeline

MNRS 43rd Annual Research Conference
March 27 - 30, 2019
Kansas City, MO

See RIG Handbook for detailed information:

https://cdn.ymaws.com/www.mnrs.org/resource/resmgr/RIG_Handbook_Rev_Jan_2018_Ap.pdf

	Guaranteed Symposia*	Competitive Symposia	General Call for Competitive Abstracts
RIG Chairs review RIG Handbook "Guaranteed Research Symposia" and "Competitive Research Symposia" sections, noting format options new this year	May-18	May-18	
RIG Chair finalizes Symposium Committee.	Jun-18	Jun-18	
RIG Chair emails Call for Abstracts [as applicable] with RIG members using Listserv (See RIG Handbook "Communicating within your RIG") and/or reaches out to invited panelists to assess interest/availability. MNRS will also disseminate the call for abstracts [as applicable] on your RIG web page and through MNRS Matters. All Calls for Abstracts should also include Calls for Pre-Conference Workshops and Special Sessions.	6/20	6/20	
RIG Chair deadline to finalize intent to submit Guaranteed or Competitive Symposium, format [selected abstracts, invited presenters, or both], title, theme, and call for abstracts [as applicable] (see attached example call for abstracts) and email this information to info@mnrs.org and tswinehart@parthenonmgmt.com.	6/24	6/24	
Abstract collection site opens, with all solicited abstracts uploaded by symposia type. The link to this site will be shared by MNRS through all RIG Listservs and posted online before this date.	6/25	6/25	
RIG Chairs remind their members of calls for abstracts [if applicable] at this time.	7/6	7/6	
Deadline for RIG members to submit solicited abstracts online. We also suggest that RIG Chairs/Symposium Committees finalize invited panelists and collect from them all information needed to compose the RIG Symposium by this time.	7/20	7/20	
MNRS will email to RIG Chairs abstracts received through the collection site for their symposium call or notify them if none have been received.	7/23	7/23	

Following review of solicited abstracts [as applicable] and compiling of invited panelist information [as applicable] by the Symposium Committee, RIG Chair submits final symposia to info@mnr.org using the "RIG Symposia Submission Form" available in the RIG Chair handbook.	7/30	7/30	
RIG Chair to notify individual authors of abstracts as to whether they were selected for inclusion in the submitted symposia	7/30	7/30	
General Call for Competitive Abstracts	n/a	n/a	8/1
Program Planning Committee deadline to select Competitive Symposia	n/a	8/17	
Board deadline to approve Guaranteed and Competitive Symposia	8/31	8/31	
MNRS emails acceptance/denial/approval letters to primary organizer, with individual abstract authors cc'd. Individual abstract authors receiving a denial letter may submit their abstract to the general call for competitive abstracts.	9/7	9/7	
Deadline for Competitive Abstracts Submissions			9/14
MNRS notifies primary organizer of session date/time assignment	12/7	12/7	

***2019 Guaranteed Symposia RIGS**

Adolescent Health

Decision Making

Health of Diverse Populations

Health Systems Policy and Informatics

Pediatric

Qualitative Methods