



# Southern Sociological Society

*"docemus, quaerimus"*

## Annual Meetings FAQ

Please note that the Society places all kinds of information about our meetings on the [Annual Meeting page](#). This is a great place to start if you have questions about the meeting. Below is a list of some other common questions our webmaster and program committee receive.

### Section 1: Call for Papers and Submissions

#### 1. *When will the call for papers be posted?*

The call for papers does not have a set schedule, but it is typically announced in the Fall edition of [The Southern Sociologist](#), and will be posted on our [annual meeting page](#). If your email is current in the SSS office, you will also receive a call for papers notice by email.

#### 2. *What is the deadline for submitting papers to be presented at the annual meetings?*

The Society has a firm submission deadline of December 1st. Our online paper submission page (which can be found [here](#)) opens October 1st. Annual meetings occur the following March or April.

#### 3. *Do you have to be a member to submit a paper, panel, and/or poster to the annual meetings?*

Yes. Persons appearing on the program should be members of the Southern Sociological Society, with few exceptions (e.g., special invited guest speakers). Dues can be paid at the annual meeting; however, at least one author's dues must be current when a paper is submitted in order to remain on the program. Visit our [member page](#) to learn more about our membership dues and meeting fees.

#### 4. *How do I submit a paper, panel, or poster presentation to the annual meeting? How will I know if my paper is accepted?*

The Society uses an [online submission system](#). Visit our [annual meeting page](#) for the Call for Papers. You will receive an email from the program committee when your paper, panel, or poster presentation is accepted.

### Section 2: Conference Program and Revisions

#### 5. *When will the preliminary program be available? Where can I find a copy?*

The preliminary program will be available on our [annual meeting page](#) approximately a month prior to the meeting.

*6. My information is incorrect in the preliminary program, or I need to change the title of my presentation. Who should I contact?*

The Program Committee will make all revisions to the preliminary program. Contact them with any revisions at [program@southernsociologicalsociety.org](mailto:program@southernsociologicalsociety.org). All changes to the program should be received by the program committee at least six weeks before the annual meetings.

### Section 3: Registration

*7. Where and when is the next annual meeting? Where and when are future annual meetings?*

The webmaster posts upcoming meeting dates and locations, as well as information about the conference on our [annual meeting page](#) in the right hand column.

*8. I would like to attend the conference. How do I register for the conference?*

We're glad you plan on attending the meeting. First, you should pay your annual membership dues and annual meeting fees. Click [here](#) for more details about membership fees (and non-member options), or click [here](#) to go directly to our [secure online payment site](#). Next, please visit our online [pre-registration site](#) to create your name badge. Pre-registration opens in February prior to the meeting around the time the preliminary program is released. Once you complete these two steps, we will have your conference materials and name badge waiting for you at the Society's registration desk when you arrive. Contact our webmaster at [webmaster@southernsociologicalsociety.org](mailto:webmaster@southernsociologicalsociety.org) if you have any questions.

### Section 4: Conference Hotel

*9. How do I make hotel reservations?*

Please visit our [annual meeting page](#), and scroll down to our 2010 annual meeting links. The hotel conference rate will also be posted on the annual meeting page. Usually, hotel reservations open around December. Contact our webmaster at [webmaster@southernsociologicalsociety.org](mailto:webmaster@southernsociologicalsociety.org) if you have questions needing immediate answers.

*10. The deadline to reserve a hotel room at the conference rate has not yet passed, yet the hotel will not accept my reservation. What can I do?*

The Society usually makes hotel contracts for annual meetings well in advance. In our contract, we try to reserve as many rooms as we think we will use, based on past attendance. Sometimes, however, we do not reserve a large enough room block. In that case, once the contracted rooms are full, the hotel has complete discretion to refuse to book other rooms at the conference rate. If you are refused a room at the conference rate prior to the rate deadline, please contact the Secretary-Treasurer at [secretary@southernsociologicalsociety.org](mailto:secretary@southernsociologicalsociety.org). The Secretary-Treasurer will work with the hotel to try to get more rooms. Alternatively (or in case more rooms cannot be secured), check the Society's website or annual meeting blog to obtain a listing of overflow hotels.

## **Section 5: Withdrawing from Conference**

11. *I was supposed to present a paper, but now I cannot. Who do I contact?*

Email the Program Committee at [program@southernsociologicalsociety.org](mailto:program@southernsociologicalsociety.org). If there are multiple authors on your paper and someone else will be presenting for you, it is very important that you let the program committee know so the entire paper is not removed from the program.

12. *I can no longer attend the conference. Can I get a refund?*

Please contact our webmaster at [webmaster@southernsociologicalsociety.org](mailto:webmaster@southernsociologicalsociety.org)

## **Section 6: Audio Visual and Presentation Guidelines**

13. *What type of audio-visual equipment will be available at the annual meetings?*

Each meeting room will be equipped with an LCD projector. Presenters should check with their session organizers to see if a laptop projector will be provided (and if it is PC/Mac compatible). A small number of overhead projectors are also available, but these must be reserved in advance of the annual meetings. Contact our AV Coordinator at [AV@southernsociologicalsociety.org](mailto:AV@southernsociologicalsociety.org). Internet connections and audio capabilities will not be provided.

## **Section 7: General Questions**

14. *How can I obtain a paper that was presented at an annual meeting?*

All papers presented at our meetings remain the sole property of the author(s). If the author is a current SSS member, you can look up their contact information in our directory here. The SSS office cannot help you obtain papers.

15. *Can you recommend any restaurants, activities, or transportation options for me at the meeting?*

Our Local Arrangements Committee assembles information about the host city in the months and weeks prior to the conference. Visit our annual meeting page for more details.

16. *Thanks for the FAQ, but you did not answer my question. Who should I write?*

Contact our Program Committee at [program@southernsociologicalsociety.org](mailto:program@southernsociologicalsociety.org) and they will gladly assist you.