



SOCIETY for
INDUSTRIAL and
ORGANIZATIONAL
PSYCHOLOGY

SCIENCE FOR A SMARTER WORKPLACE

Reviewer Site Walkthrough

2025 SIOOP Annual Conference

Summary of Steps to Review

1. Sign into the SIOP User Portal (<https://www.abstractsonline.com/dashboard/login.asp?aid=2559>).
2. Navigate to the list of proposals assigned to you for review.
3. Review the summary information for a proposal.
4. Read the proposal and prepare reviewer comments.
5. Provide your ratings and comments and “click to save data.”
6. Repeat for all remaining sessions to review.

1) Sign In Page

Note that link sends you to an abstractsonline.com url

Use the same username and password you used to sign up to be a reviewer or to submit a proposal for the 2025 SIOP Annual Conference. Note the username and password is not necessarily the same as your siop.org account.

cOasis - Participant Portal

abstractsonline.com/dashboard/login.asp?aid=2559

Guest

SIOP ANNUAL CONFERENCE
DENVER, COLORADO • April 2-5, 2025

Welcome to the SIOP User Portal

Please read the below information before logging in:

Login Information

Due to SIOP's new technology, proposal submissions and reviewer sign ups are not connected to your SIOP account this year. Please follow the appropriate step below to start your submission process.

Please follow the appropriate step below to access/create your account:

- If you have a SIOP account, utilize the **Forgot your password?** link.
- If you do not have a SIOP account, please go to siop.org and create one first (noting your SIOP ID#), then come back here and choose **Create New Account** link
- If you are a returning user, please enter your username and password below
- If you have a SIOP account and the **Forgot your password?** option does not work for you, please use **Create New Account**.

Thank you for your patience and understanding during our technology transition.

If you have question or issues with logging in, please email siop@support.ctimeetingtech.com or call 1-217-398-1792.

Recommended Browsers

The following browsers and their latest releases are recommended for use:

- Google Chrome
- Microsoft Edge
- Safari
- Mozilla Firefox

Sign in

Username

Password

[Sign in](#)

[Create new account](#)

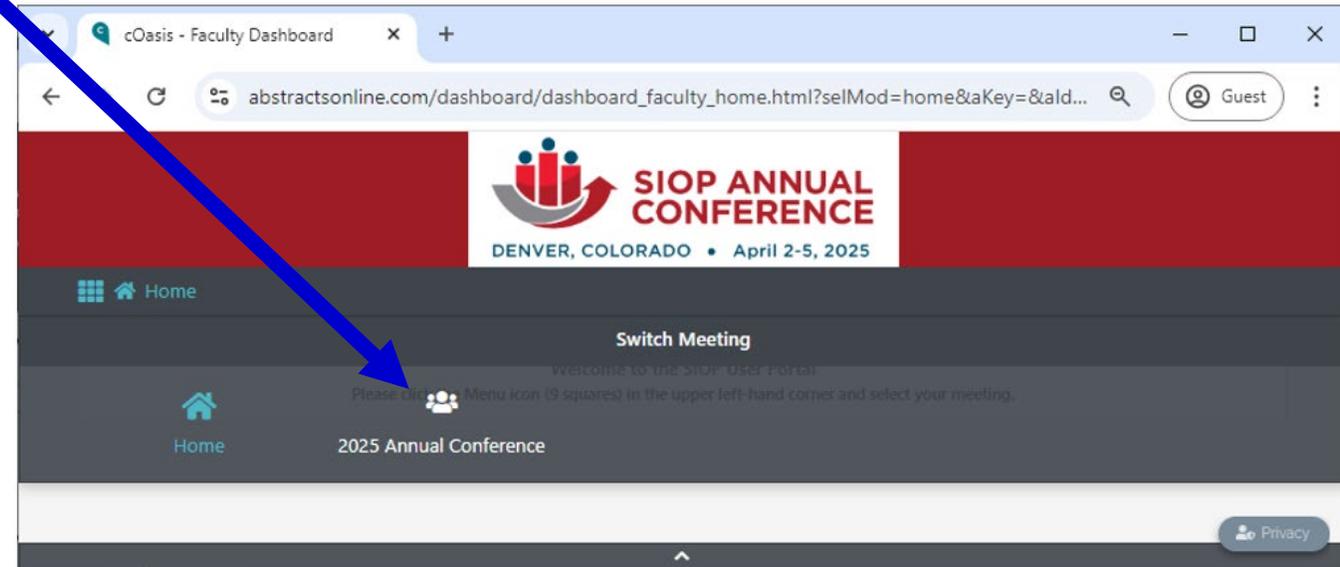
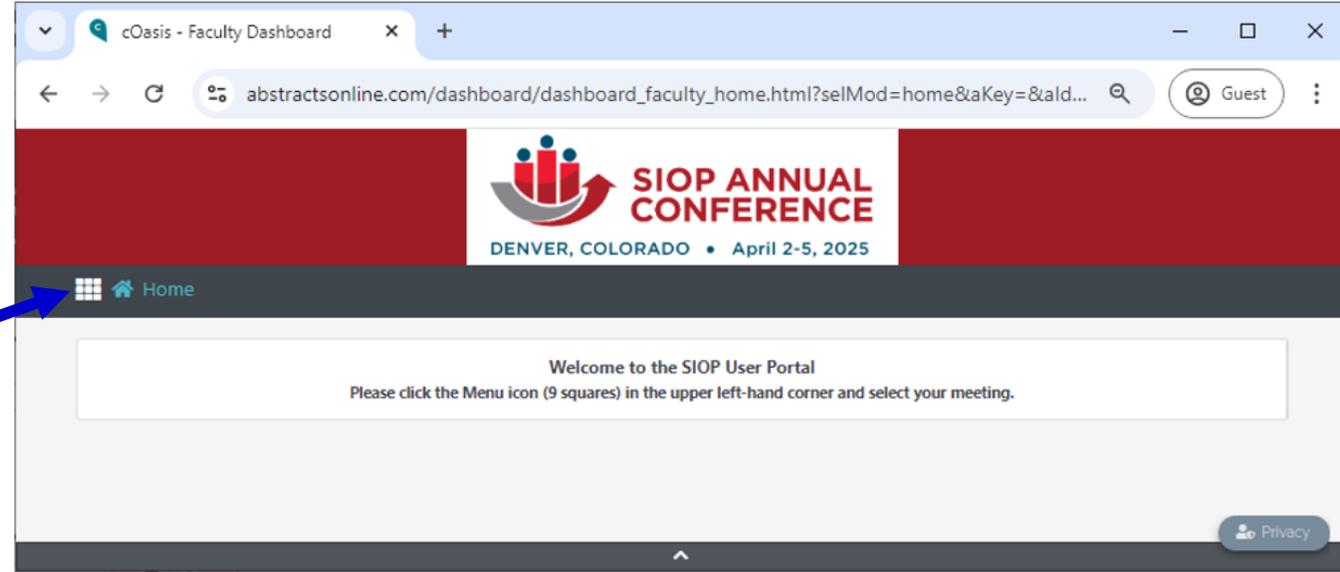
[Forgot your password?](#)

Powered by cOASIS, The Online Abstract Submission and Invitation System SM
© 1996 - 2024 CTI Meeting Technology All rights reserved. [Privacy Policy](#)

Select "forgot your password?" if you cannot remember your login information.

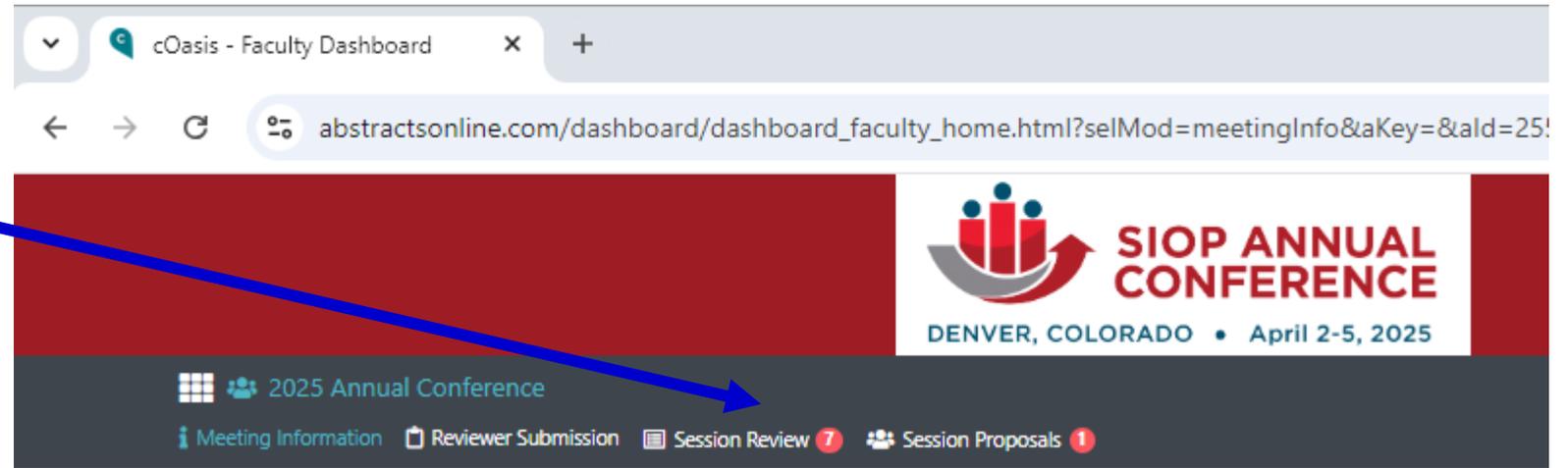
2) SIOP User Portal Landing Page

After signing in, click on the Menu icon (a matrix of 9 squares) and select "2025 Annual Conference"



2) SIOP User Portal Landing Page

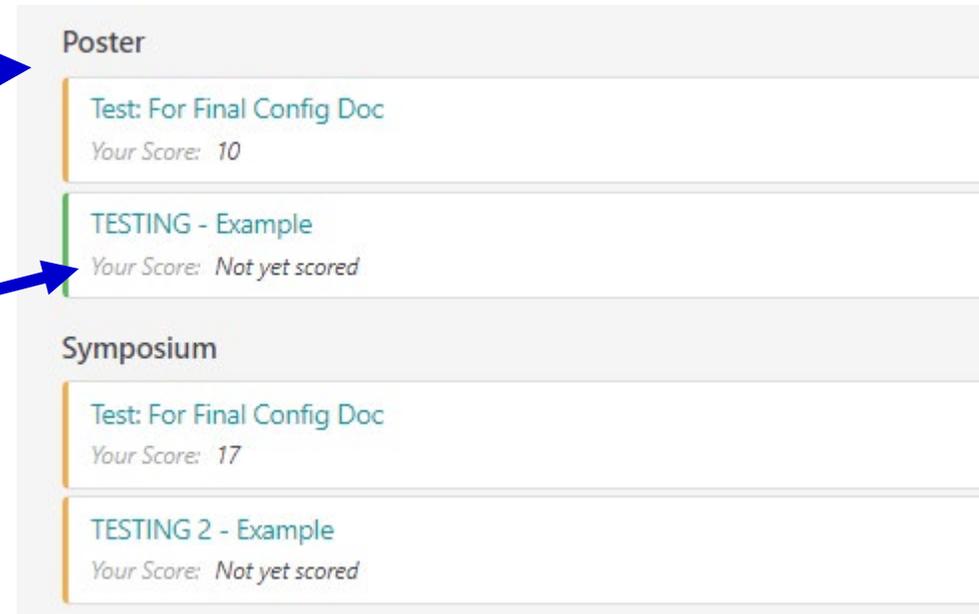
Click on the “Session Review” button under the 2025 Annual Conference heading. (The number in the red circle indicates the number of proposals assigned to you for review.)



The screenshot shows a web browser window with the URL `abstractsonline.com/dashboard/dashboard_faculty_home.html?selMod=meetingInfo&aKey=&ald=25!`. The page features a red header with the SIOP Annual Conference logo and the text "SIOP ANNUAL CONFERENCE DENVER, COLORADO • April 2-5, 2025". Below the header is a navigation bar with the following items: "Meeting Information", "Reviewer Submission", "Session Review" (with a red circle containing the number 7), and "Session Proposals" (with a red circle containing the number 1). A blue arrow points from the text box on the left to the "Session Review" button.

There is a list of the proposals assigned to you, organized by session type.

Click on an unreviewed session (labeled “Not yet scored”)



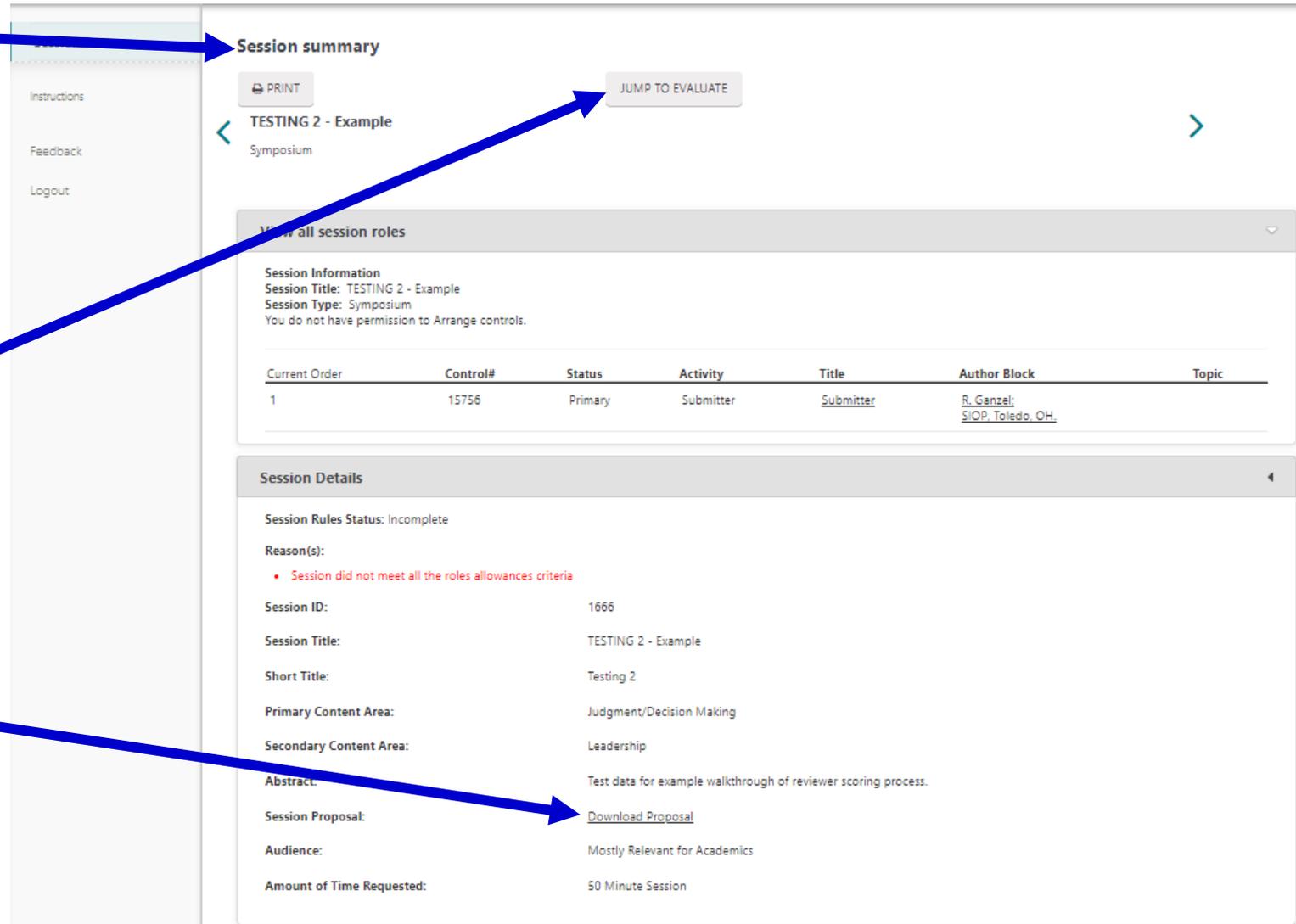
The screenshot shows a list of proposals organized by session type. The "Poster" section contains two items: "Test: For Final Config Doc" with a score of 10, and "TESTING - Example" with a score of "Not yet scored". The "Symposium" section contains two items: "Test: For Final Config Doc" with a score of 17, and "TESTING 2 - Example" with a score of "Not yet scored". Blue arrows point from the text boxes on the left to the "TESTING - Example" and "TESTING 2 - Example" items.

3) Session Summary Page – Non-Poster Version

This page provides summary information on the proposal, including title, abstract, and content area. You should review this information.

If you are ready to provide your ratings, you can click this button to jump to the bottom of the page.

A link to view and download the session proposal document should appear here



The screenshot shows a web interface for a session summary. On the left is a sidebar with 'Instructions', 'Feedback', and 'Logout'. The main content area is titled 'Session summary' and includes a 'PRINT' button and a 'JUMP TO EVALUATE' button. Below this is a section for 'View all session roles' with session information: 'TESTING 2 - Example', 'Symposium', and a permission message. A table lists session roles with columns for Current Order, Control#, Status, Activity, Title, Author Block, and Topic. The 'Session Details' section shows 'Session Rules Status: Incomplete' with a reason: 'Session did not meet all the roles allowances criteria'. It also lists Session ID (1666), Session Title (TESTING 2 - Example), Short Title (Testing 2), Primary Content Area (Judgment/Decision Making), Secondary Content Area (Leadership), Abstract (Test data for example walkthrough of reviewer scoring process.), Session Proposal (with a 'Download Proposal' link), Audience (Mostly Relevant for Academics), and Amount of Time Requested (50 Minute Session).

Current Order	Control#	Status	Activity	Title	Author Block	Topic
1	15756	Primary	Submitter	Submitter	R. Ganzel SIOP, Toledo, OH.	

3) Session Summary Page – Non-Poster Version

For non-posters, the authors and their roles are listed here. Note that the available roles vary by session type.

Audience:

Amount of Time Requested: 50 Minute Session

Chair

You do not have permissions to modify Session data.
To ensure that your work is saved as you go, please click on the button, "Click to Save Data" when you are done.
Primary Roles (Minimum Needed: 1. Maximum Allowed: 10).

Control #	Activity	Author Block
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Non-Speaking Contributor(s)

You do not have permissions to modify Session data.
To ensure that your work is saved as you go, please click on the button, "Click to Save Data" when you are done.
Primary Roles (Minimum Needed: 0. Maximum Allowed: 50).

Control #	Activity	Author Block
310	Non-Speaking Contributor(s)	J. Aaron; CTI, Chicago, IL

Speaker

You do not have permissions to modify Session data.
To ensure that your work is saved as you go, please click on the button, "Click to Save Data" when you are done.
Primary Roles (Minimum Needed: 0. Maximum Allowed: 0).

Control #	Activity	Author Block
309	Speaker	C. Sauer; CTI, Chicago, IL
6977	Speaker	J. Aaron; CTI, SC

Submitter

You do not have permissions to modify Session data.
To ensure that your work is saved as you go, please click on the button, "Click to Save Data" when you are done.
Primary Roles (Minimum Needed: 1. Maximum Allowed: 1).

Control #	Activity	Author Block
1690	Submitter	J. Aaron; CTI, Chicago, IL 2017, 10/15/2017

3) Session Summary Page –Poster Version

The proposal page for posters is similar to the non-poster version. The main difference is that the authors are not listed in order to maintain a blind review.

The screenshot displays the 'Session Summary' page for a poster session. The page is divided into several sections:

- Session Information:** Session Title: TESTING - Example, Session Type: Poster. A message states: 'You do not have permission to Arrange controls.'
- Session Details:** A table listing session attributes.

Field	Value
Session ID:	1665
Session Title:	TESTING - Example
Short Title:	EXAMPLE
Primary Content Area:	Testing/Assessment (e.g., selection methods, validation, predictors)
Secondary Content Area:	Innovation/Creativity
Abstract:	Testing 1, 2, 3. Examples for instruction walk through.
Session Proposal:	Download Proposal
Audience:	Mostly Relevant for Practitioners
Amount of Time Requested:	50 Minute Session

4) Read Proposal and Prepare Reviewer Comments

Click on the "Download Proposal" link

Session Details	
Session ID:	1665
Session Title:	TESTING - Example
Short Title:	EXAMPLE
Primary Content Area:	Testing/Assessment (e.g., selection methods, validation, predictors)
Secondary Content Area:	Innovation/Creativity
Abstract:	Testing 1, 2, 3. Examples for instruction walk through.
Session Proposal:	Download Proposal
Audience:	Mostly Relevant for Practitioners
Amount of Time Requested:	50 Minute Session

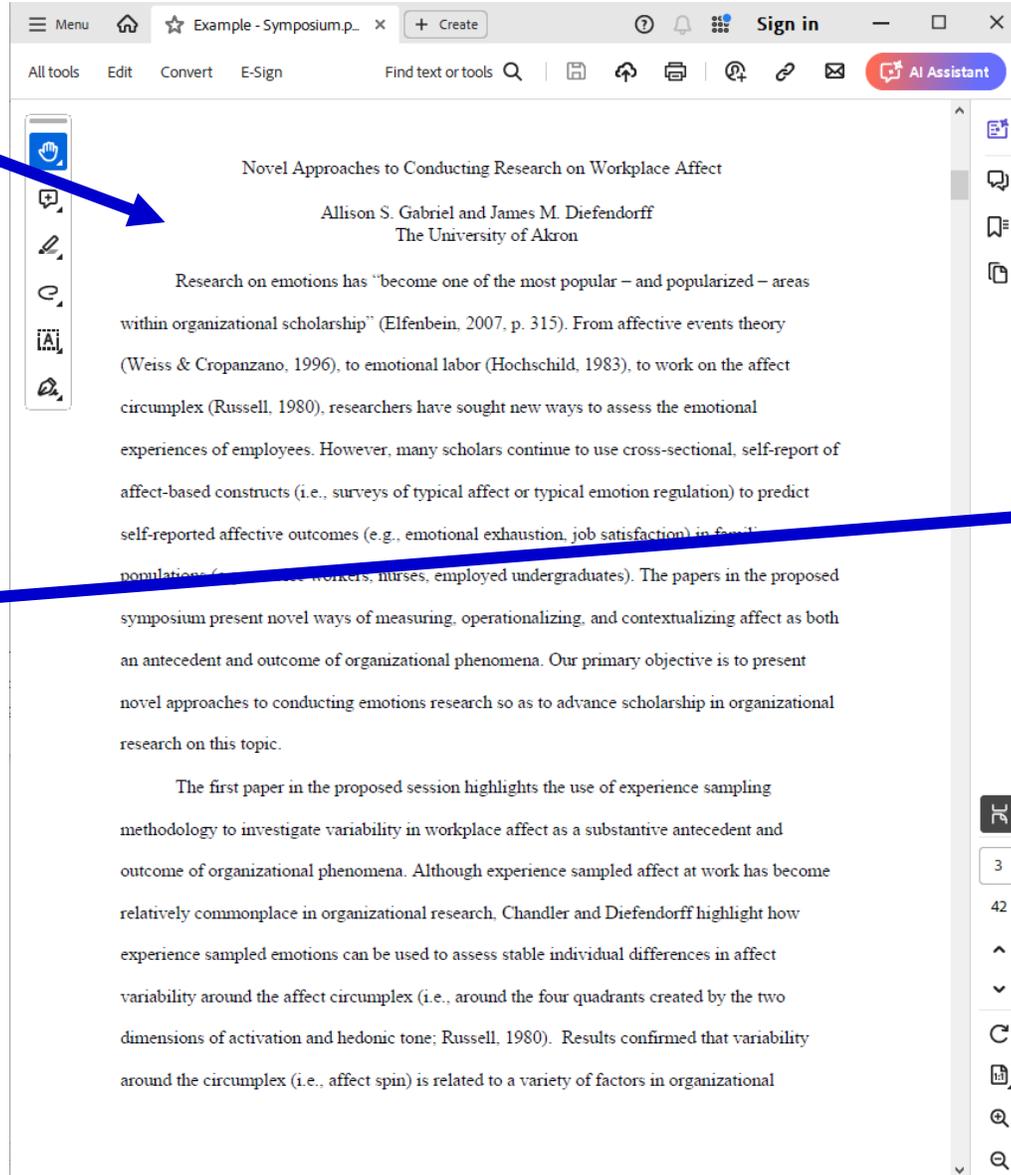
You can also print out the document.

After clicking on the link, a new tab with the proposal document will open.

You can download the document for offline viewing.

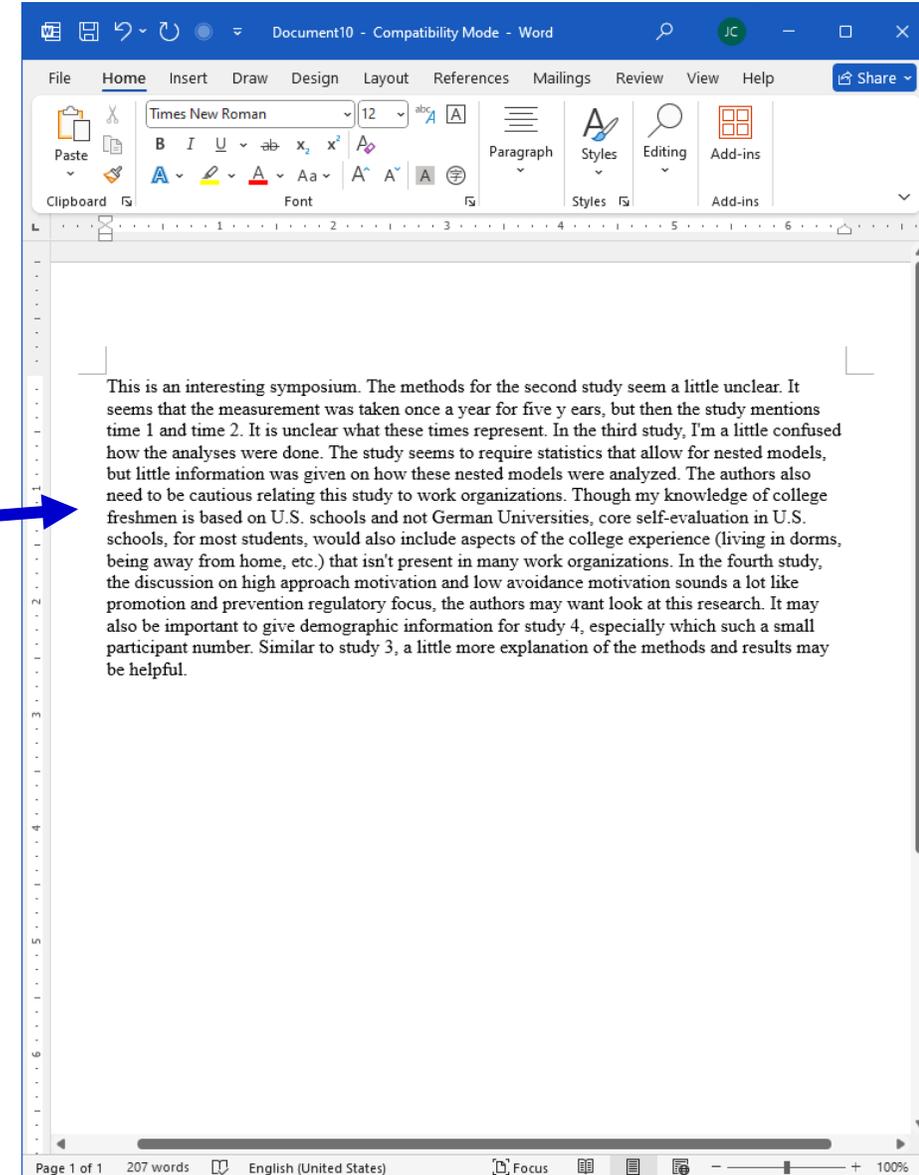
4) Read Proposal and Prepare Reviewer Comments

Next, read the text of the proposal.



The screenshot shows a PDF viewer interface with a document titled "Example - Symposium.p...". The document content includes the title "Novel Approaches to Conducting Research on Workplace Affect" and authors "Allison S. Gabriel and James M. Diefendorff, The University of Akron". The text discusses research on emotions and organizational scholarship, mentioning authors like Elfenbein, Weiss & Cropanzano, Hochschild, Russell, and Chandler & Diefendorff. A blue arrow points from the text box on the left to the PDF viewer.

Then prepare your anonymous reviewer comments. These comments will be provided verbatim to the submitter. You can prepare these in Microsoft Word or another editor.



The screenshot shows Microsoft Word in Compatibility Mode with a document titled "Document10". The text in the document is a reviewer comment: "This is an interesting symposium. The methods for the second study seem a little unclear. It seems that the measurement was taken once a year for five y ears, but then the study mentions time 1 and time 2. It is unclear what these times represent. In the third study, I'm a little confused how the analyses were done. The study seems to require statistics that allow for nested models, but little information was given on how these nested models were analyzed. The authors also need to be cautious relating this study to work organizations. Though my knowledge of college freshmen is based on U.S. schools and not German Universities, core self-evaluation in U.S. schools, for most students, would also include aspects of the college experience (living in dorms, being away from home, etc.) that isn't present in many work organizations. In the fourth study, the discussion on high approach motivation and low avoidance motivation sounds a lot like promotion and prevention regulatory focus, the authors may want look at this research. It may also be important to give demographic information for study 4, especially which such a small participant number. Similar to study 3, a little more explanation of the methods and results may be helpful." A blue arrow points from the text box on the left to this document.

5) Provide Ratings and Comments

Go to the “Evaluate” section at bottom of the Session Summary page for the proposal you are reviewing. You can use the “Jump to Evaluate” button.

JUMP TO EVALUATE

Click on the “Score Choices” button to provide your ratings (see next screen).

Copy and paste your reviewer comments here.

Click and drag this corner to make the box bigger (if needed).

Evaluate

Please enter your score below by clicking on the "Score Choices" button.

Status Tracking
To return to your list of sessions and see the overview of your already entered scores please select "Session Summary" on the left side of the screen.

Individual criteria scores: 1-5 each on suitability of this session for inclusion where 25 is the highest total score.

Comments section:
Please provide brief, constructive comments that will be shared verbatim with the session submitter. Especially important if overall recommendation is to not accept. If you believe this proposal violates submission guidelines, please contact program@siop.org with your concerns to receive guidance on how to proceed with your review. Please include the session ID # and title of the session you are reviewing.

To return to your list of sessions, please select "Session Summary" or "Back to Dashboard" on the left side of the screen. Here you can see your completion status and scores assigned.

Score Value:

Comments:

SCORE CHOICES

CLICK TO SAVE DATA

5) Provide Ratings and Comments

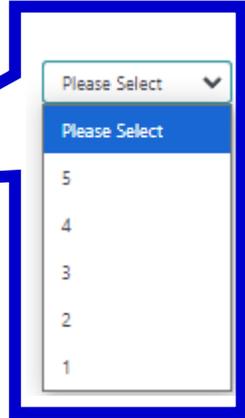
Use the dropdown box to provide a rating for each of the five scales.

Double check that you have provided a rating for each scale. Then click the "Total Score" button.

The screenshot shows a web browser window titled "cOASIS Sessions - Session Building Module - Google Chrome". The URL is "abstractsonline.com/cSessions/MultiCriteriaScore.asp?STKey=%7BE641F4AF-EF51-473B-A5E0-8120B3B35593%7...". The page content includes a heading: "To proceed with scoring this proposal, you must select a score for each of the five criteria." Below this are five numbered criteria, each with a "Please Select" dropdown menu and a list of rating options:

1. The proposed session has a coherent goal and theme.
Click the dropdown on the right to select a score.
Very much (5)
A good deal (4)
Somewhat (3)
Slightly (2)
Not at all (1)
2. The proposed session has the potential to advance I-O psychology.
Click the dropdown on the right to select a score.
Very much (5)
A good deal (4)
Somewhat (3)
Slightly (2)
Not at all (1)
3. The proposed session is rigorous in its approach (e.g., well-designed structure, appropriate speakers, strong methods for sessions presenting research).
Click the dropdown on the right to select a score.
Very much (5)
A good deal (4)
Somewhat (3)
Slightly (2)
Not at all (1)
4. This session is likely to be of interest to SIOP attendees.
Click the dropdown on the right to select a score.
Very much (5)
A good deal (4)
Somewhat (3)
Slightly (2)
Not at all (1)
5. Your overall recommendation to the committee:
Click the dropdown on the right to select a score.
Definitely accept (5)
Probably accept (4)
Accept only if space (3)
Probably not accept (2)
Definitely not accept (1)

At the bottom right of the form is a green button labeled "TOTAL SCORE".



5) Provide Ratings and Comments

After clicking “Total Score” on the previous page, you will be brought back to the session information page.

The sum of your numerical ratings for the proposal will appear here.

Your comments to the submitter should appear here.

After confirming that everything is accurate, press the “Click to Save Data” button. This will save your review. You do not need to click “submit” anywhere in the portal. Your review will automatically be provided to the SIOP Program Chair when the reviewing deadline passes.

Evaluate

Please enter your score below by clicking on the “Score Choices” button.

Status Tracking
To return to your list of sessions and see the overview of your already entered scores please select “Session Summary” on the left side of the screen.

Individual criteria scores: 1-5 each on suitability of this session for inclusion where 25 is the highest total score.

Comments section:
Please provide brief, constructive comments that will be shared verbatim with the session submitter. Especially important if overall recommendation is to not accept.
If you believe this proposal violates submission guidelines, please contact program@siop.org with your concerns to receive guidance on how to proceed with your review.
Please include the session ID # and title of the session you are reviewing.

To return to your list of sessions, please select “Session Summary” or “Back to Dashboard” on the left side of the screen. Here you can see your completion status and scores assigned.

Score Value:

SCORE CHOICES

Comments:

This is an interesting symposium. The methods for the second study seem a little unclear. It seems that the measurement was taken once a year for five years, but then the study mentions time 1 and time 2. It is unclear what these times represent. In the third study, I'm a little confused how the analyses were done. The study seems to require statistics that allow for nested models, but little information was given on how these nested models were analyzed. The authors also need to be cautious relating this study to work organizations. Though my knowledge of college freshmen is based on U.S. schools and not German Universities, core self-evaluation in U.S. schools, for most students, would also include aspects of the college experience (living in dorms, being away from home, etc.) that isn't present in many work organizations. In the fourth study, the discussion on high approach motivation and low avoidance motivation sounds a lot like promotion and prevention regulatory focus, the authors may want look at this research. It may also be important to give demographic information for study 4, especially which such a small participant number. Similar to study 3, a little more explanation of the methods and results may be helpful.

CLICK TO SAVE DATA

6) Complete Your Remaining Reviews.

Go to your next remaining proposal to review by clicking on “Session Summary” to view a list of your assigned reviews...

...or you can either use the left and right arrows to cycle through your assigned proposals....

...or you can return to the SIOP User Portal Landing Page (by logging back in or using the back button).

The screenshot displays the 'cOasis - Faculty Dashboard' interface. At the top, there is a 'Session Summary' section with a 'PRINT' button and a 'JUMP TO EVALUATE' button. Below this, a session titled 'TESTING 2 - Example Symposium' is shown. A large blue arrow points from the 'Session Summary' tab to the right, indicating navigation. Below the session details, a navigation bar includes 'Meeting Information', 'Reviewer Submission', 'Session Review' (with a red notification icon and the number 7), and 'Session Proposals' (with a red notification icon and the number 1). The main content area is divided into 'Poster' and 'Symposium' sections. Under 'Poster', there are two items: 'Test: For Final Config Doc' with a score of 10, and 'TESTING - Example' with a score of 'Not yet scored'. Under 'Symposium', there are two items: 'Test: For Final Config Doc' with a score of 17, and 'TESTING 2 - Example' with a score of 'Not yet scored'. A blue arrow points from the 'Session Review' notification to the 'Session Review' section. Another blue arrow points from the 'Session Proposals' notification to the 'Session Proposals' section. A third blue arrow points from the 'Session Summary' tab to the 'Session Summary' section.

Thank you very much for participating in the review process.

Your saved reviews will be provided automatically to the 2025 SIOP Program Chair.