



SOCIETY for
INDUSTRIAL and
ORGANIZATIONAL
PSYCHOLOGY

SCIENCE FOR A SMARTER WORKPLACE

Reviewer Site Walkthrough

SIOp 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.

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

The screenshot shows a web browser window with the address bar displaying `abstractsonline.com/dashboard/login.asp?aid=2559`. The page header features the SIOP ANNUAL CONFERENCE logo and the text "DENVER, COLORADO • April 2-5, 2025". The main heading is "Welcome to the SIOP User Portal" with a subtext "Please read the below information before logging in:". Below this, there are two columns of information: "Login Information" and "Recommended Browsers". The "Login Information" section contains a paragraph about new technology and a list of steps to follow for logging in. The "Recommended Browsers" section lists Google Chrome, Microsoft Edge, Safari, and Mozilla Firefox. At the bottom, there is a "Sign in" form with fields for "Username" and "Password", a "Sign in" button, and links for "Create new account" and "Forgot your password?". A blue arrow points from the "Forgot your password?" link to the text box on the right. Another blue arrow points from the "Username" field to the text box on the left. A third blue arrow points from the browser's address bar to the text box at the top left.

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
Username

Password
Password

Sign in

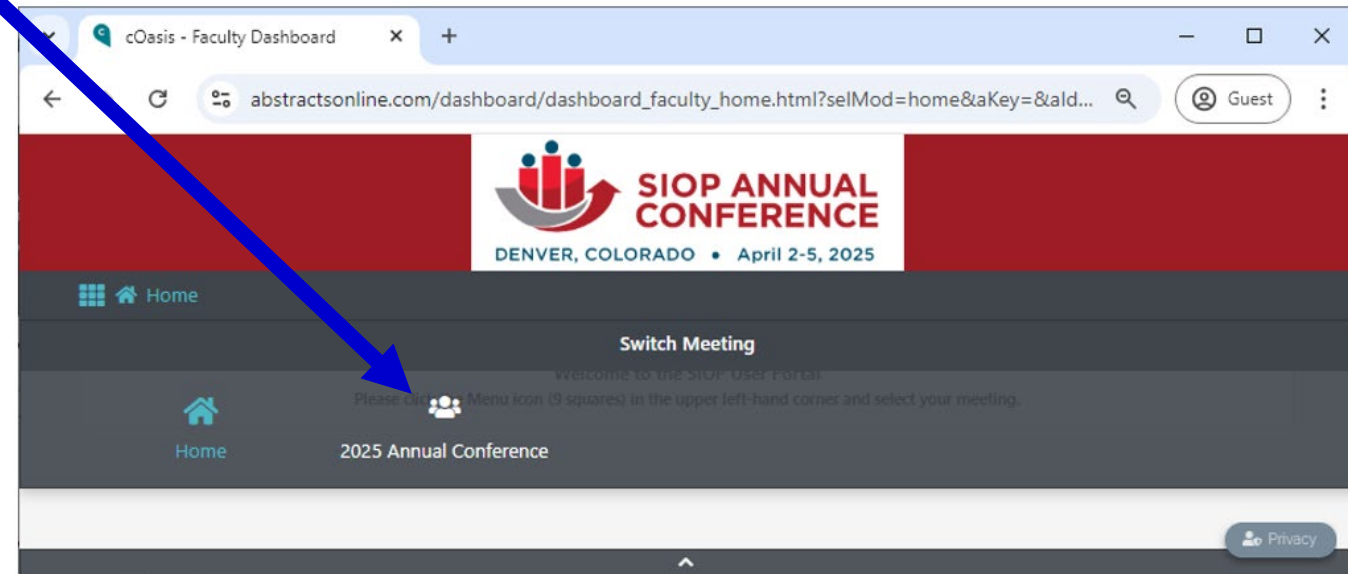
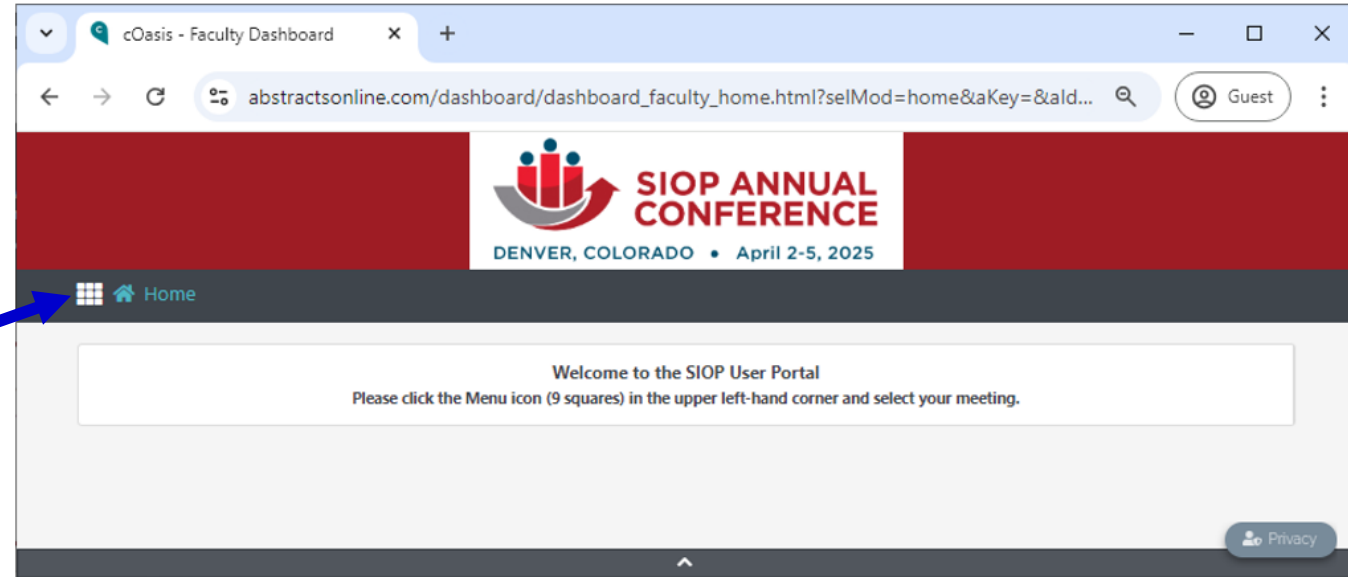
[Create new account](#)

[Forgot your password?](#)

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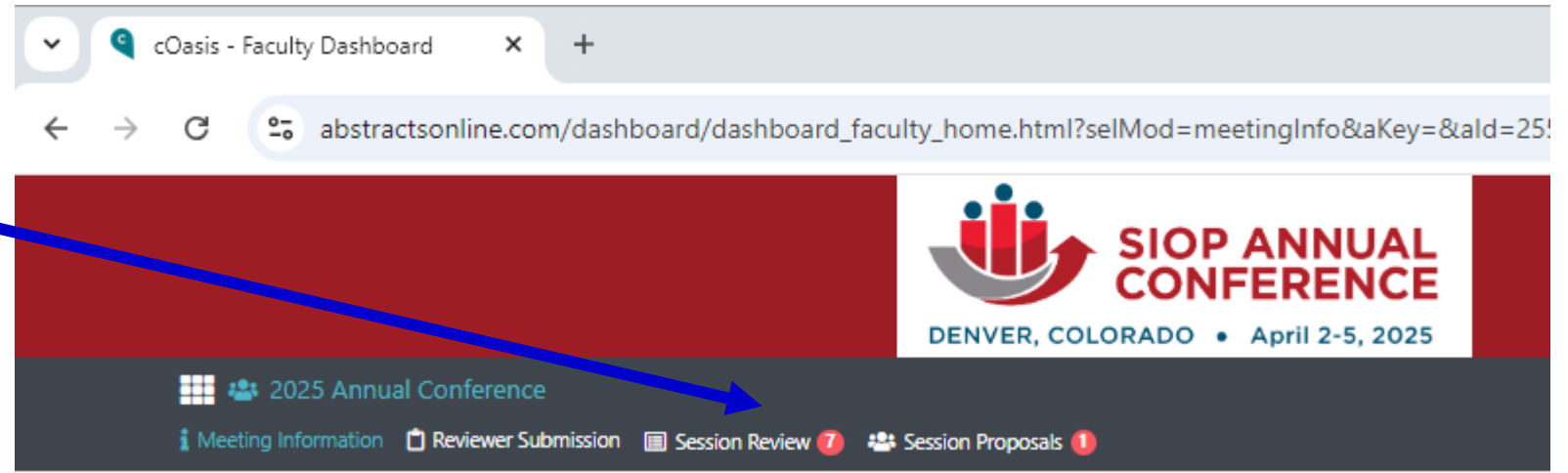
2) SIOP User Portal Landing Page

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.)



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

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



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

A screenshot of the "Session summary" page for a symposium titled "TESTING 2 - Example". The page has a light gray header with the SIOP logo and conference details. A left sidebar contains links for "Instructions", "Feedback", and "Logout". The main content area is titled "Session summary" and includes a "PRINT" button, a "JUMP TO EVALUATE" button, and a "View all session roles" section. Below this is a table with session roles. The "Session Details" section at the bottom shows session rules status, reasons for incompleteness, and various session attributes like ID, title, abstract, and audience. Blue arrows point from the text boxes on the left to specific elements on the page: from the first box to the "Session summary" title, from the second box to the "JUMP TO EVALUATE" button, and from the third box to the "Download Proposal" link.

Session summary

PRINT

JUMP TO EVALUATE

TESTING 2 - Example
Symposium

View all session roles

Session Information
Session Title: TESTING 2 - Example
Session Type: Symposium
You do not have permission to Arrange controls.

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

Session Details

Session Rules Status: Incomplete

Reason(s):

- Session did not meet all the roles allowances criteria

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: [Download Proposal](#)

Audience: Mostly Relevant for Academics

Amount of Time Requested: 50 Minute Session

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

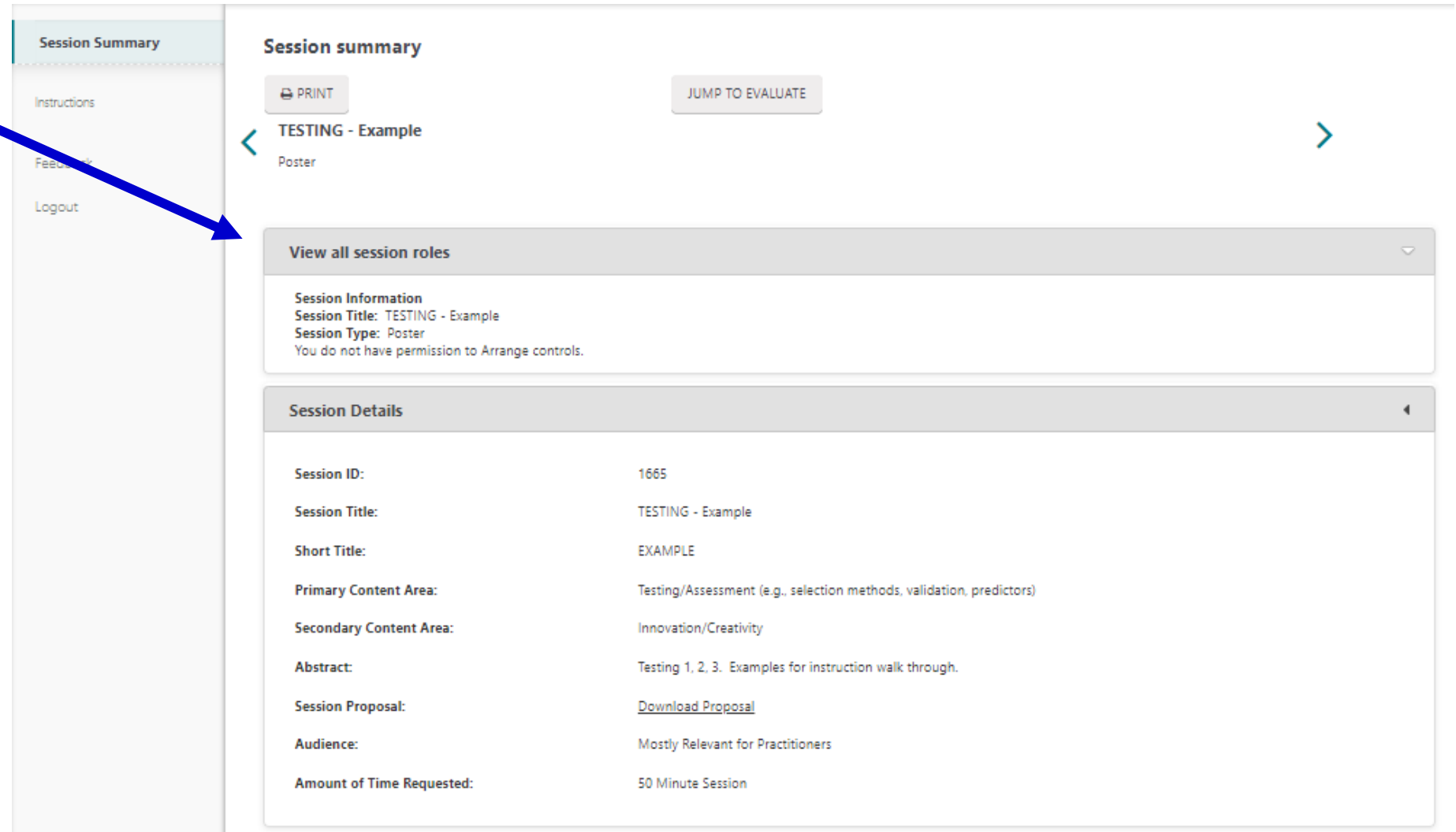
You do not have permissions to modify Session data.
To ensure that your work is saved as you go, please click on the button, "Click to Save Data" when you are done.

Primary Roles (Minimum Needed: 1. Maximum Allowed: 1).

Control #	Activity	Author Block
1690	Submitter	J. Aaron; CTI, Chicago, IL 2017, 10/20/2017

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. The interface includes a sidebar with links for 'Instructions', 'Feedback', and 'Logout'. The main content area is titled 'Session summary' and features a 'PRINT' button and a 'JUMP TO EVALUATE' button. Below these, the session title 'TESTING - Example' and type 'Poster' are shown. A 'View all session roles' section indicates that the user does not have permission to arrange controls. The 'Session Details' section provides a table of session information.

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

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.

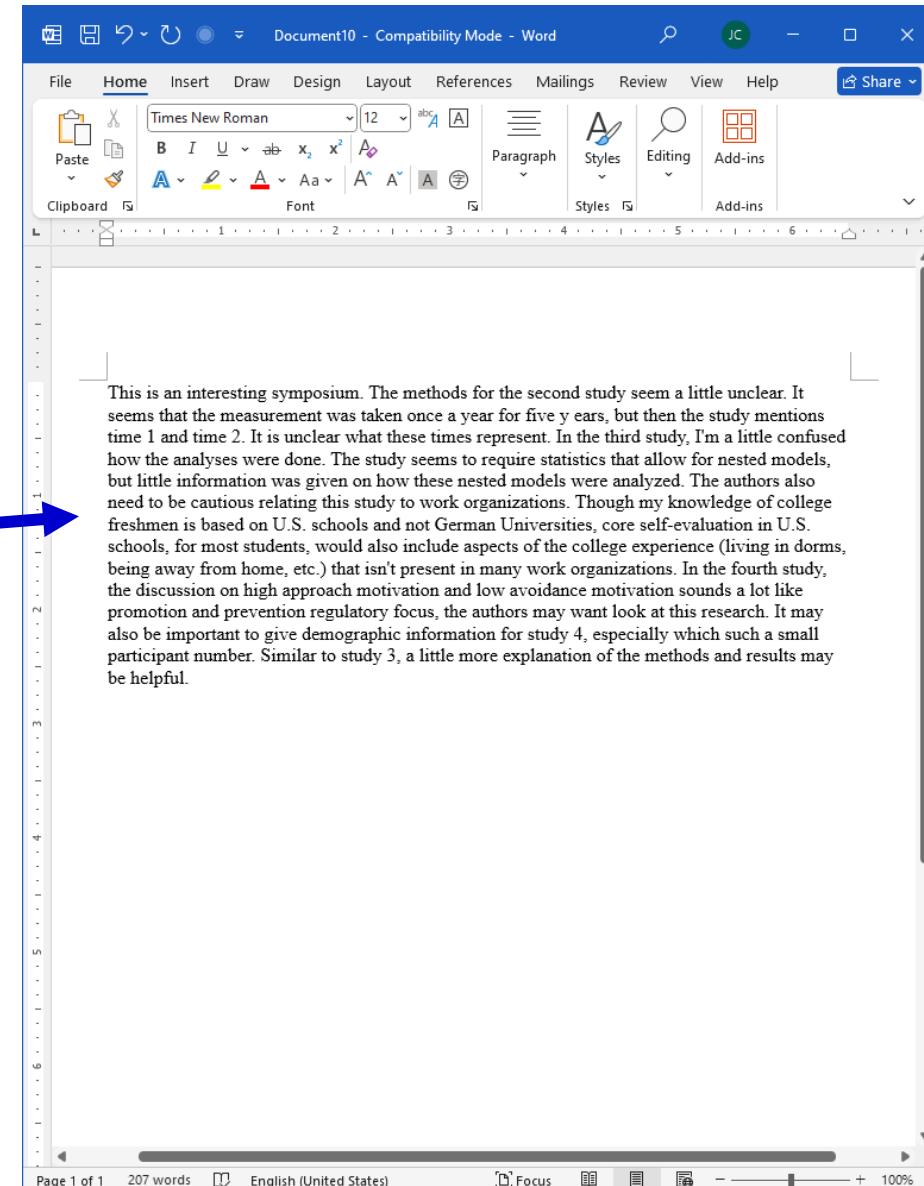
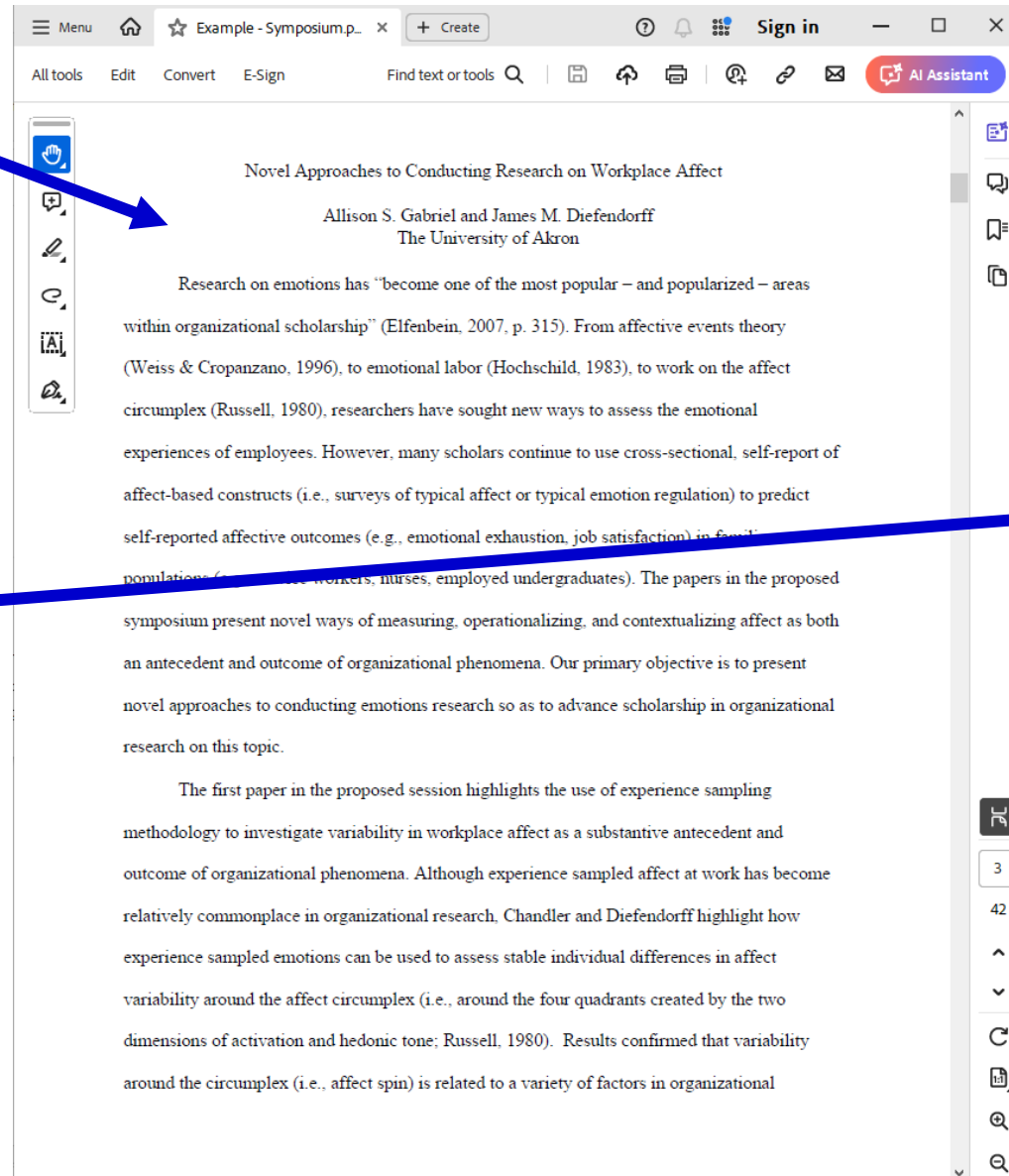
The screenshot shows a web browser with a new tab open. The address bar displays the URL: `files.abstracksonline.com/CTRL/47/8/E2F/7BA/1B4/42E/A83/CD1/489/770/A18/49/a15755_1.pdf`. The browser window shows a Microsoft Word document titled "Microsoft Word - Example - Poster.docx". The document content is visible, showing a title "I-O Psychology's Decline in Effect-Size Magnitude Over Time" and several paragraphs of text. The document viewer interface includes a sidebar with thumbnails, a main viewing area, and a top toolbar with navigation and printing icons.

You can download the document for offline viewing.

4) Read Proposal and Prepare Reviewer Comments

Next, read the text of the proposal.

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.



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.

cOASIS Sessions - Session Building Module - Google Chrome

abstractsonline.com/cSessions/MultiCriteriaScore.asp?STKey=%7BE641F4AF-EF51-473B-A5E0-8120B3B35593%7...

To proceed with scoring this proposal, you must select a score for each of the five criteria.

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)

Please Select

Please Select

Please Select

Please Select

Please Select

TOTAL SCORE

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Privacy

Please Select

Please Select

5

4

3

2

1

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:

25.0

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 'Session summary' page for 'TESTING 2 - Example Symposium'. The page includes a 'PRINT' button, a 'JUMP TO EVALUATE' button, and navigation arrows. A blue arrow points from the 'Session Summary' link in the left sidebar to the 'Session summary' header. Another blue arrow points from the left and right navigation arrows to the text box describing cycling through proposals. A third blue arrow points from the 'Session Summary' link in the bottom navigation bar to the text box describing returning to the landing page. The bottom navigation bar shows '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). The main content area lists reviews for 'Poster' and 'Symposium' sessions, including 'Test: For Final Config Doc' and 'TESTING 2 - Example'.

Session	Review Item	Your Score
Poster	Test: For Final Config Doc	10
	TESTING - Example	Not yet scored
Symposium	Test: For Final Config Doc	17
	TESTING 2 - Example	Not yet scored

Thank you very much for participating in the review process.

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