



**CREATING A SUBMISSION FOR THE CPA'S 2023 ANNUAL NATIONAL CONVENTION OR THE 5TH NORTH AMERICAN CORRECTIONAL AND CRIMINAL JUSTICE PSYCHOLOGY CONFERENCE:
STEP BY STEP INSTRUCTIONS**

1. Login to the submission system:

<https://events.decorporate.ca/CPA2023/abstract/login.php>



Abstract Manager

The Canadian Psychological Association's (CPA's) 84th Annual National Convention taking place in Conjunction with the 5th North American Correctional & Criminal Justice Psychology

Canadian Psychological Association's 84th Annual General Meeting and National Convention

The 84th Annual General Meeting and National Convention of the Canadian Psychological Association (CPA) in conjunction with the 5th North American Correctional and Criminal Justice Psychology Conference is scheduled to take place from June 23rd -25th, 2023, at the Sheraton Centre Toronto Hotel, Toronto, Ontario, with CPA's Pre-Convention Workshops taking place on June 22nd.

If you have chosen to participate in the 84th Annual National Convention or the 5th North American Correctional and Criminal Justice Psychology Conference you may submit to present in any of the listed presentations below:

- **Poster Presentations:** Traditional Posters (55 minutes)
- **Spoken Individual Presentations:** Snapshots (5 minutes); 12-minute talks (12 minutes); Conversation Sessions (25 minutes); Review Session (25 minutes).
- **Spoken Group Presentations:** Panel Discussions (55 minutes); Symposium (55 minutes)
- **Workshops:** Standard Workshop (85 minutes); Pre-Convention Professional Development Workshops (3-Hour/3-CE AND 6-Hour/6-CE Credit)

CALL FOR SUBMISSIONS FOR CPA2023 AND N5

NOW OPEN!

Deadline for All submissions is December 14th, 2022 (23:59EST).

CPA Members, Honorary Life/Honorary Fellows/Retired Members, Early Career 1 & 2, Parental Leave, APA-CPA Joint/Fellow, Student Affiliates, Section Associates, Special Affiliates, International Affiliates, Non-members and Student non-affiliates are encouraged to submit!

For more information contact: Kathy Lachapelle-Pétrin: convention@cpa.ca; 613-237-2144 ext. 330.

If you have made a submission through the CPA's Submission System in the past and you do not remember your password, press "Lost Your Password".

If you have never made a submission through the CPA’s Submission System, please click “Don’t Have an Account?”

Please use the same email address to submit your abstract as you will use to register for the Convention. CPA Members, please use the same email address that you use for your CPA membership.

LOGIN TO THE SITE

Email Address

Password

Sign In

Don't Have An Account? →

Lost your password?

2. Select “I am an Author

Selecting “I am an Author” will take you to the area where you will have an option to choose from the different types of presentations:

- **Poster Presentations:** Traditional Posters (60 minutes)
- **Spoken Individual Presentations:** Snapshots (5 minutes); 12-minute talks (12 minutes); Conversation Sessions (25 minutes); Review Session (25 minutes).
- **Spoken Group Presentations:** Panel Discussions (55 minutes); Symposium (55 minutes)
- **Workshops:** Standard Workshop (85 minutes); Pre-Convention Professional Development Workshops (3-Hour/3-CE AND 6-Hour/6-CE Credit)

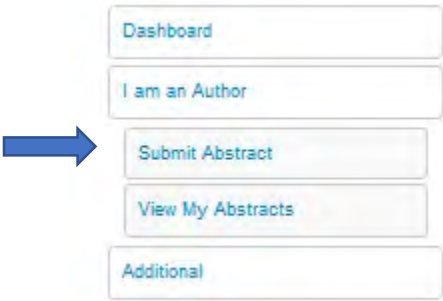
→

Dashboard

I am an Author

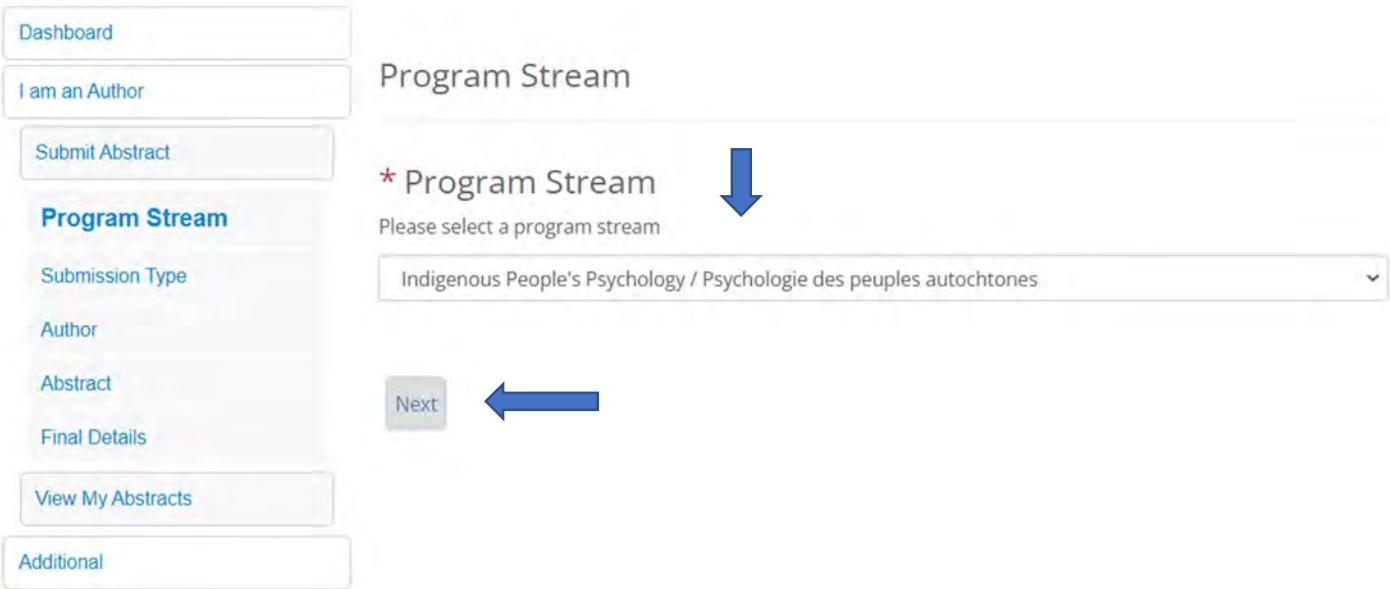
Additional

3. Select “Submit Abstract”



A vertical navigation menu with five items: Dashboard, I am an Author, Submit Abstract, View My Abstracts, and Additional. A blue arrow points to the 'Submit Abstract' item.

4. Select a Program Stream from the dropdown list. Then select Next



The screenshot shows the 'Program Stream' section of the application. On the left is a navigation menu with items: Dashboard, I am an Author, Submit Abstract, Program Stream (highlighted), Submission Type, Author, Abstract, Final Details, View My Abstracts, and Additional. The main content area has the title 'Program Stream' and a red asterisk followed by 'Program Stream'. Below this is the text 'Please select a program stream' and a dropdown menu. The dropdown menu is open, showing the selected option: 'Indigenous People's Psychology / Psychologie des peuples autochtones'. A blue arrow points down to the dropdown menu. Below the dropdown menu is a 'Next' button, with a blue arrow pointing left to it.

5. Select the Category of Submission from the list below. When you have chosen the category of submission you wish to make, the page will then refresh. You can then proceed to choose what type of submission you wish to make. Then select Next

Dashboard

I am an Author

Submit Abstract

Program Stream

Submission Type

Author

Abstract

Final Details

View My Abstracts

Additional

Submission Type

* Type Category

What category of submission do you wish to make (choose a category)

- ☐ Posters (60-minute Traditional Posters)
- ☐ Professional Development Workshops (of varying duration and varying eligibility for Continuing Education credits, including 6-Hour/6-CE Credit); (- 3-Hour/3-CE Credit) and 85-minute Standard Workshops)
- ☐ Spoken Group Presentations (of varying duration, including 55-minute Panel Discussions and 55-minute Symposia)
- ☐ Spoken Individual Presentations (of varying duration, including 5-minute Snapshots, 12-minute talks, 25-minute Conversation Session, and 25-minute Theory Review Sessions)

* Submission Type:

What type of submission do you wish to make (choose one type)

- ☐ 12-Minute Talk (12 minutes) [Description](#)
- ☐ Conversation Session (25 minutes) [Description](#)
- ☐ Panel Discussion (55 minutes) [Description](#)
- ☐ Pre-Convention Professional Development Workshops (- 3-Hour/3-CE Credit) [Description](#)
- ☐ Pre-Convention Professional Development Workshops (-6-Hour/6-CE Credit) [Description](#)
- ☐ Printed Poster [Description](#)
- ☐ Review Session (25 minutes) [Description](#)
- ☐ Snapshot (5 minutes) [Description](#)
- ☐ Symposium (55 minutes) [Description](#)
- ☐ Workshop (85 minutes) [Description](#)

Back

Next

6. Select Add Main Presenting Author. Then Select Next

Dashboard

I am an Author

Submit Abstract

Program Stream

Submission Type

Author

Abstract

Final Details

View My Abstracts

Additional

Author

Author

No author associations exist for this submission. Please add author information by selecting from the options below.

ADD MAIN PRESENTING AUTHOR

ADD CO-PRESENTING AUTHOR

ADD ADDITIONAL AUTHOR

SELECT FROM EXISTING

Back

Next

7. Fill in all the fields to provide information on the main presenting author. Once you have entered your main presenting author and have pressed submit, the system will bring you back to the author page where you can proceed to enter co-presenting authors or additional authors (if applicable). When all co-and/or additional authors have been entered, select submit.

Please use the same email address to submit your abstract as you will use to register for the Convention. CPA Members, please use the same email address that you use for your CPA membership

Please ensure that all authors have their correct email address associated with their entry. Do not use the same email address for different authors.

Main Presenting Author: Fields marked with a * are required.



Main Presenting Author

For this submission the main presenting author is:
Fields marked with a * are required.



* Membership Type

- ☒ CPA members¹
- ☐ Honorary life, Honorary fellows and Retired members
- ☐ Student affiliates
- ☐ Section Associates and Affiliates²
- ☐ Student non-affiliate
- ☐ Non-members

¹CPA Members includes: Members / Early Career 1 &2 / Parental, APA-CPA Joint/Fellow
² CPA Associates and Affiliates Includes: Section Associates, Special Affiliates, International Affiliates



* Membership ID

Please input your membership ID

1234



* Title

Mrs.



* First Name

Kathleen

Middle Initial



* Last Name

Lachapelle-Petrin

*** Organization**

CPA

*** Email:**

Please use the same email address to submit your abstract as you will use to register for the Convention. CPA Members, please use the same email address that you use for your CPA membership. Please ensure that all authors have their correct email.

kjpetrin@cpa.ca

*** Phone**

613-237-2144

*** Mailing Address**

141 Laurier Ave. W. Suite 702

Ex: 141, Laurier Ave. West Suite 702

*** City**

Ottawa

Province / State (Canada or U.S.)

If you are an international delegate please leave blank

Ontario

*** Postal/ZIP Code**

K1P 5J3

*** Country**

Canada

Accessibility

We strive to host inclusive, accessible events that enable all individuals, including individuals with disabilities, to engage fully. Please contact us by December 1, 2022, at convention@cpa.ca if you will require an accommodation (e.g., service animal, ASL interpreter) to fully participate in the in-person convention program.

Nothing to display

[Submit](#)

Fields marked with a * are required.

8. When all author information is entered, select Next

Dashboard

I am an Author

Submit Abstract

Program Stream

Submission Type

Author

Abstract

Final Details

View My Abstracts

Additional

Author

Author

Main Presenting Author

Kathleen Lachapelle-Petrin

ADD MAIN PRESENTING AUTHOR

ADD CO-PRESENTING AUTHOR

ADD ADDITIONAL AUTHOR

SELECT FROM EXISTING

Back

Next

9. Choose the Nature of your Submission and add the Title of your submission.

Dashboard

I am an Author

Submit Abstract

Program Stream

Submission Type

Author

Abstract

Final Details

View My Abstracts

I am a Session Organizer/Chair

Additional

Abstract

* Nature of Submission

What is the nature of your submission?

☒ Scientific Abstract

Scientific abstract submissions are meant for the presentation of scientific/empirical data that summarize a research study.

☐ Program/Policy Abstract

* Title* (Limited to 240 characters inclusive of both characters and spaces)

0 characters (240 max)

* Abbreviated Title* (Limited to 50 characters inclusive of both characters and spaces)

For use in the daily convention at-a-glance program.

0 characters (50 max)

10. Provide your Abstract Summary

* Abstract Summary

You have 1400 characters inclusive of both characters and spaces for your Abstract Summary. Your summary will be evaluated upon and thus should include the following:

- Background/rationale: (**What is the rationale for your scientific study or program/policy?** Information provided in this specific field will be provided to the reviewers to aid the assessment of all submissions.
- Methods: (**What is the methodology underlying your scientific study or approach underlying your program/policy?** Information provided in this specific field will be provided to the reviewers to aid the assessment of this submission.
- Results: (***What analyses or evaluations were conducted and what did they show?*** Information provided in this specific field will be provided to the reviewers to aid the assessment of this submission.
- Conclusions: (**What conclusions are you able to draw based on the results?** Information provided in this specific field will be provided to the reviewers to aid the assessment of this submission.
- Action/Impact: (**What actions, recommendations or impacts were made, implemented or evaluated?** Information provided in this specific field will be provided to the reviewers to aid the assessment of this submission.

[illegible]

11. Overall Theme: CPA2023 Annual National Convention. Select one sub-theme that best describes/captures your submission and add 1 to 3 keywords. Then select Next

*** CPA2023 Annual National Convention**

CPA2023 Annual National Convention will highlight the many ways in which the science, practice and education of psychology can and does benefit society, improves lives, and advances the discipline and profession.

Please choose from the list below one sub-theme that best describes/captures your submission.

- ☐ Creating a healthy(ier) planet
- ☐ Examining what, where, when, why and how we learn and perform
- ☐ Exploring intellectual roots
- ☐ Exploring life stages
- ☐ Human Rights and Social Justice
- ☐ Improving and promoting health
- ☐ Improving psychological research
- ☐ Informing public policy
- ☐ Professional and training issues
- ☐ Serving communities
- ☐ Understanding and improving the workplace
- ☐ Understanding society and the world around us
- ☐ Understanding the mind and the brain

*** Index Keywords**

Please enter 1-3 keywords (or key phrases) to describe your submission. Index keywords will be used to organize and categorize submissions in printed and online schedules.

Keyword 1

Keyword 2

Keyword 3

Back

Next

12. View Submission Summary. Before completing your submission, press the view Submission Summary below.

Dashboard

I am an Author

Submit Abstract

Program Stream

Submission Type

Author

Abstract

Final Details

View My Abstracts

Additional

Final Details

* I acknowledge that the CPA or the NACCJPC reserves the right to accept my submission in a presentation type different than the presentation type in which it was originally submitted. At time of acceptance, I have the choice to accept the new presentation type or withdraw my submission.

☐ I agree

Press submit to complete your submission

Back

View Submission Summary

Submit



13. After you have reviewed the information and you are ready to submit, press the X at the top right-hand corner of the screen or the bottom right-hand corner of the screen to return to the final detail page.

Abstract Summary



Submission ID 78734

Program Stream	Indigenous People's Psychology / Psychologie des peuples autochtones																													
Type Category	Posters																													
Type of Presentation	Printed Poster																													
Author	<table><tr><td>Type</td><td>Main Presenting Author</td></tr><tr><td>Membership Type</td><td>CPA members¹</td></tr><tr><td>Membership ID</td><td>1234</td></tr><tr><td>Title</td><td>Mrs.</td></tr><tr><td>First Name</td><td>Kathleen</td></tr><tr><td>Last Name</td><td>Lachapelle-Petrin</td></tr><tr><td>Organization</td><td>CPA</td></tr><tr><td>Email:</td><td>klpetrin@cpa.ca</td></tr><tr><td>Phone</td><td>613-237-2144</td></tr><tr><td>Mailing Address</td><td>141 Laurier Ave. West Suite 702</td></tr><tr><td>City</td><td>Ottawa</td></tr><tr><td>Province</td><td>Ontario</td></tr><tr><td>Postal/ZIP Code</td><td>K1P 5J3</td></tr><tr><td>Country</td><td>Canada</td></tr></table>		Type	Main Presenting Author	Membership Type	CPA members ¹	Membership ID	1234	Title	Mrs.	First Name	Kathleen	Last Name	Lachapelle-Petrin	Organization	CPA	Email:	klpetrin@cpa.ca	Phone	613-237-2144	Mailing Address	141 Laurier Ave. West Suite 702	City	Ottawa	Province	Ontario	Postal/ZIP Code	K1P 5J3	Country	Canada
Type	Main Presenting Author																													
Membership Type	CPA members ¹																													
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Title	Mrs.																													
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City	Ottawa																													
Province	Ontario																													
Postal/ZIP Code	K1P 5J3																													
Country	Canada																													
Nature of Submission	Scientific Abstract																													
Title	Test																													
Abbreviated Title	Test																													
Summary	Test																													
CPA2023 Annual National Convention	Serving communities																													
Keyword 1	Test																													
Keyword 2	test																													
Keyword 3	test																													



14. Final Details

Dashboard

I am an Author

Submit Abstract

Program Stream

Submission Type

Author

Abstract

Final Details

View My Abstracts

Additional

Final Details

* I acknowledge that the CPA or the NACCJPC reserves the right to accept my submission in a presentation type different than the presentation type in which it was originally submitted. At time of acceptance, I have the choice to accept the new presentation type or withdraw my submission.

☒ I agree

Press submit to complete your submission

Back

View Submission Summary

Submit

15. Success

Dashboard

I am an Author

Submit Abstract

View My Abstracts

I am a Session Organizer/Chair

Additional

SUCCESS!

Your abstract has been submitted.

You should be receiving a confirmation e-mail shortly with all the details.

To see a list of all of your submissions, visit the [View My Abstracts](#) page.

Submission ID 78734

⚙

Program Stream	Indigenous People's Psychology / Psychologie des peuples autochtones
Type of Presentation	Printed Poster
Title	Test

Note: You will receive a confirmation email when your submission is complete

Should you have any questions when trying to submit the components of your submission, please contact the CPA’s Convention Office at convention@cpa.ca