



**PLEASE COMPLETE AS MUCH AS POSSIBLE - Return to Roberta Swift by 18 September 2020**

**Email: [programchair@pacificseabirdgroup.org](mailto:programchair@pacificseabirdgroup.org)**

**Title:** *List the title of the session.*

**Type of Session:** *Symposium, Special Paper Session, Plenary, Workshop, Discussion, other.*

**Attendance Limit:** *Does your workshop or symposium cap attendance or will it be open to all interested attendees? If a cap is proposed, what is your attendance limit?*

**Proposed Format or Platform to be used to conduct virtual session:** *(ie: Webex, Adobe Connect, Facebook Live etc.) We are still deciding on the best platform to use for the general meeting, but suggestions of preferred platforms will be considered. A workshop held outside of the main sessions could potentially be in a different platform depending on attendance.*

**Session coordinator and affiliation:** *Please provide all relevant contact information. Is the coordinator a member of PSG? Has this person convened a similar session in the past? If so, please provide details (where, when, topic). Was this session published? If publishing this session, is the coordinator or another participant willing to serve in an Associate Editor role if requested to do so by the editor of the journal? Have you considered Marine Ornithology, which provide free open access to content?*

Coordinator(s)	Affiliation and contact email	PSG member?	Similar session in the past? <i>Where, When, Topic</i>	Published?
1.				
2.				
3.				

**List of participants:** *Please list all authors and co-authors, if they have been invited, suggested, or selected from submitted abstracts, and if invitees have committed or tentative. Include session coordinator if presenting. Are the authors members of PSG? Minimum 6 participants. Maximum 18 participants.*

min	Authors and co-authors	Invited?	Confirmed or Tentative (if known)	PSG member?
15				
30				
45				
60				
75				
90				
	- BREAK -			
15				
30				
45				
60				

75				
90				
	- BREAK -			
15				
30				
60				
75				
90				

**Title of papers:** List all known titles. If titles are not available for some participants, list subject matter of presentation (....as in, take your best guess what they'll talk about).

#	Authors and co-authors	Title of presentation	oral or poster
15			
30			
45			
60			
75			
90			
	- BREAK -		
15			
30			
45			
60			
75			
90			
	- BREAK -		
15			
30			
60			
75			
90			

**Session description:** How might this session best be described? For example, is it a methodology session (e.g., monitoring seabirds with radar), does it focus on a specific type of event (e.g., oil spills and seabirds), is it taxon-specific, or is it a revisit of a prior special topic? How would this publication benefit the management or conservation of Pacific seabirds? This section should be prepared as an abstract and is similar to the 'justification' section required in most scientific proposals. **Note:** this information will be used to post on the PSG meeting website.

--



### Publication and Funding

**Publication Plan:** *Is the session targeted for publication? If so, what journal is being targeted? (Consider Marine Ornithology, which provide free open access to journal content). Have you already contacted the journal or received an agreement to publish from the journal? Why was this journal chosen? Are all participants aware that this is the targeted journal? Has the journal set a page limit and, if so, what is it? Is there an anticipated publication date? Will the Symposia be published as part of a regular issue or as a separate issue? How will PSG's contribution be recognized in the journal (e.g., an introductory overview where PSGs contribution can be explicitly acknowledged)?*

**Outside (i.e., not from PSG) funding sources for publication:**

*If targeted for publication, have you sought matching funds? If so, how much is guaranteed? From whom have funds been sought? Have you sought complete funding from an outside source?*

**Funds requested from PSG for Publication:**

*If intended for publication, will you seek funds from PSG?*