

Correlative Guidelines

- **Abstracts:**
 - Ensure that you read the abstracts prior to the session
 - Abstracts are located on the ABA Annual Meeting [Program Planner](#) website. To access click on [Program Planner](#) and then search by day or session.
 - Abstracts will also be available on the ABA Mobile App

- **Suggestions for Running an Effective Correlative:** Arrive in the room approximately 10 minutes prior to the session so you have time to check in with the co-moderator. Check to make sure all abstract presenters' PowerPoint presentations have been downloaded onto the computer in the room. If a presentation is missing notify the AV technician or ABA staff.
 - Meet the presenters prior to the beginning of the session to check pronunciation of their name
 - Introduce the abstract, authors, and the presenter
 - Keep the presentations on time
 - There will be 8 abstracts assigned to your session
 - Each abstract presenter has 10 minutes to present with 5 minutes for questions
 - You may need to cut a presenter short to be respectful of all of the presenters in the session
 - As a moderator it is also your job to set the tone of the session.
 - Prepare at least one question for each abstract in case there are no questions from the audience