

Submission Guidelines

Abstract Requirements

- **Format:** Abstracts must be submitted through [SCLNA Conference Portal Page](#)
- **Content:** Each abstract should contain:
 - **Panel Lead Details:** Name and contact of the individual submitting the abstract (“Panel Lead”)
 - **Title:** A concise and descriptive title for the paper or panel.
 - **Relevance:** A clear statement connecting the topic to construction law and the conference session themes/sub-themes.
 - **Ethical Focus [if applying for Ethics Credit]:** Identification of ethical issues addressed (e.g., conflicts of interest, transparency, sustainability).
 - **Session Summary:** A summary setting out the topics to be covered during the panel presentation.
 - **Panel Learning Objectives:** Two learning objectives.
 - **Suggested Potential Panelists.** Each panel will be made up of one (1) moderator and up to three (3) additional panelists. At least one panelist should have a legal background.
 - **Suggested Other Panelists:** In order to ensure that a variety of speakers and perspectives are included on each panel, we invite the Panel Lead to suggest potential panelists for consideration by the Abstract Committee.
 - Notwithstanding that the Panel Lead may suggest a panelist who can speak to the abstract’s topic, the Abstract Committee reserves the right, in its sole and absolute discretion, to make the final choice as the moderator and panelists are selected for each topics / panel.
- **Details of Proposed Panelists:** For each proposed panelist, please provide the following information:
 - The name of the potential panelist;
 - A short biography for the proposed panelist or a link to their professional biography;
 - 1-2 sentences as to why the proposed panelist is qualified to speak to the panel’s topic.
 - Please also identify on or more categories of which the proposed panelist is a member:

- Primary Jurisdiction (US, Canada, Mexico, Other)
- Role
 - Lawyer (Private, Public, In-House, Government, other)
 - Consultant (Delay, Damages, Other)
 - Industry (Project Manager, Exec, other ____)
 - Judge/Arbitrator
 - Academic
- Career stage (early, mid, late, retired)
- practice areas (e.g., litigation, transactional, regulatory).

- **Submission Process:** [Submit abstracts here](#) by December 15, 2025.

Selection Process

- **Review:** Abstracts will undergo a blind peer review by the Abstract Committee to ensure fairness and impartiality.
- **Criteria:** Submissions will be evaluated based on:
 1. **Relevance** (30%): Alignment with the conference theme and current construction law issues.
 2. **Originality** (30%): Novel insights or approaches to legal, ethical, or industry challenges.
 3. **Inside Counsel** (20%): Involvement of Inside Counsel or Industry Practitioners (either from Owner or Contractor Side e.g Project Manager)
 4. **Clarity and Feasibility** (20%): Well-defined scope and suitability for a 45-minute panel.
- **Prioritization of Selections**

1. Panelists who have not presented at an SCL NA conference within the past two years will be given priority. For clarity, submissions by Panelists who have presented within the past two (2) years will still be considered in the normal course, however, if there are two or more proposed panels on the same topic, then preference will be given to the Panelists who have not presented in the past two years.
2. Presenters may request the abstract committee assist them in completing their panels if their abstract topic has been accepted.
3. The Abstract Committee has sole discretion to request a replacement of a panel member for another that they feel is more appropriate to discuss the topic at hand.
4. Each panel will have a maximum of 1 consultant on the panel.
5. Consulting firms may have only 1 representative from that firm be part of one of the sessions. No consulting firm can be represented on more than one session.
6. Accepted panel members must accept up front paying their own travel and housing costs at the conference as well as the discounted registration fees (except for Inside Counsel who receives free registration).

- **Notification and Panelist Selections**

- Panel Leads whose topics have been accepted will be notified by [notification date, e.g., February 15, 2026].
 1. Once the Panel Lead's topic has been notified of their topic's selection, the Panel Lead will work with the Abstract Committee and the Conference Committee Chair to select and confirm the panelists.