ARIAS·U.S. 2022 Spring Conference
Request for Proposals Submission Guidelines and Application
Proposal Submission Deadline: January 26, 2022

For questions or comments, contact Jonathan Gilad at jgilad@arias-us.org.

Overview

Please type your responses and ensure that all fields are complete before submitting the application. All questions concerning this process should be directed to jgilad@arias-us.org. **Note:** If your presentation includes a co-speaker or panelists, you must submit "Speaker Information" for ALL of the presenters.

CONTACT INFORMATION

1. CONTACT INFORMATION:
Please complete the contact information for the main speaker/ submitter of this proposal. This person will be notified regarding the status of the proposal submission.

Full Name:	
Company:	
Telephone Number:	
Email Address:	

PRESENTATION INFORMATION

1. SESSION FORMAT:
Presentations may be designed for one or more presenters in either a general session or breakout session format.

A. Please select the presentation format for your proposed session by clicking on the gray box below:

	Industry Talk
	Debate
	General Conversation
	Case Study
	Workshop
	ARI Talk
	Other (Explain)

B. Will this be planned as a General session or breakout?

General Session (Large conference audience up to 250): 45 - 60 minutes

Breakout Session (Small group concurrent sessions of up to 70 people in a room): 45 – 60 minutes

	General Session		Breakout Session

C. Please provide the technology that you plan on using, if any (PowerPoint, live polling, other?):

2. TARGET AUDIENCE:

Proposals may be submitted for targeted member audiences (i.e. Arbitrators/Umpires, Company Representatives, and Counsel).

Please select the target audience(s) by clicking on the gray box below:

	Arbitrators / Umpires
	Company Representatives
	Counsel

3. SESSION TITLE:

List the presentation title as it will appear in the conference program. Please limit to 10 words or less.

4. SESSION DESCRIPTION:

Please provide a brief 25-50 word description of the presentation content. Describe the session in promotional terms for the registration brochure.

5. DETAILED SESSION DESCRIPTION:

Please provide a detailed (no more than 300 words) description of the presentation content and how you plan to engage participants.

| |
| |

6. SESSION LEARNING OBJECTIVES:

Learning objectives are a required component of the submission process so that ARIAS·U.S. can request for continuing legal education credits.

Please state what participants can expect to learn and /or do upon completion of the session in measurable, behavioral terms. **Examples of measurable words include: state, list, describe, explain, identify, name, demonstrate**, **etc**. **Click here for a link to examples**

Please include three to five learning objectives below:

1	
2	
3	
4	
5	

SPEAKER INFORMATION

7. SPEAKER BIOGRAPHY:

Speaker biographies are a required component of the submission process so that ARIAS·U.S. can request for continuing legal education credits. ***Please complete a speaker biography for each presenter. For additional speakers, please copy this page.***

A. Contact Information:

Full Name:	

Company:	
Telephone Number:	
Email Address:	

B. Presentation History:

Have you presented at an ARIAS·U.S. conference or seminar previously?

	Yes		No

Has this presentation been delivered before?

	Yes		No

If yes, when and where?

C. Please describe your familiarity with the target audience and your expertise on this topic:

D. Please provide a biography of (up to 150 words) as it will appear in the conference program.

Thank you for completing the Call for Proposals Submission Application. Please email all completed applications to Jonathan Gilad at jgilad@arias-us.org by **January 26, 2022.**