Process for Annual Conference Paper Selection

Sessions

Sessions are determined per the Process for Annual Conference Session Selection.

In addition to the thematic sessions selected, 2–5 Open Sessions are available for scholars whose research does not fit with the thematic panels. Papers selected for the Open Sessions will reflect a broad range of scholarship and will not be organized into thematic sessions.

Paper Abstract Submission Process

All abstract proposals are collected in the SAH portal during the stated open/close dates and times. Session Chairs are encouraged to promote their panels to their networks in addition to the email and social media communications sent from SAH.

Submissions consist of a 300-word abstract, CV, and basic contact information.

Proposals that are not sent via the collection portal, or outside the application dates, will not be considered.

Authors may submit to only one panel, either as the sole author or a co-author.

SAH membership is not required to submit a proposal. SAH membership is required to present at the Annual International Conference.

Application Review Process

After the submission close date, the SAH office opens the portal for the Session Chairs to review the abstracts submitted to their session. Session chairs enter scores into the online system. Session chairs notify the Conference Chair and the SAH office if they have concerns that the session is not viable, i.e., has received too few paper proposals.

Session chairs are given a deadline to complete the grading and selection process. Based on their review and scoring of the submitted abstracts, Session Chairs select the papers (4–5) for their session.

Notification of Session Selection

Session chairs notify all who submitted to their panel the status of their paper by the stated notification deadline.

Session chairs confirm with the authors of the selected papers that they are able to participate in the panel and the conference.

Session chairs notify those whose papers were not selected.

Session chairs send to the SAH office and Conference Chair a roster of speakers in order of presentation by the deadline stated in the Session Chair Guidelines.

Speaker Replacements

Should a speaker fail to register for or drop out of the conference, they may be replaced by an alternate speaker up to the date of the online publication of the conference program, usually in early December. Replacements will be made from the papers not selected from a session. Replacement speakers are subject to the same deadlines for registration and draft papers.