

Elements and Requirements

All submissions require entering the “Step 1: General Intake for All Submissions” form before moving on to a “Step 2” form specific to each submission type.

The following table gives an overview of the details of each submission type, along with word limits and requirements.

Questions? Please contact us at contact@sctweb.org.

Invited Session Proposals

Due October 16, 2026

Panel presentations bring together a set of speakers and discussants to present the latest findings on an important and emerging issue in an area of clinical trials research, or which provide an up-to-date overview of a key aspect of clinical trials design, conduct, analysis, or reporting, are very welcome. Proposals with speakers from diverse backgrounds and affiliations are strongly encouraged. The Primary Contact/Author can edit the submission in the portal until the associated submission deadline as indicated on the portal. All information submitted by the deadline will be considered final as no additional editing can be made after deadlines have passed.

Important Notes:

- All who are invited to participate in the program as Session Organizers, Session Chairs, Moderators, Presenters/Speakers, Discussants, Panelists, Oral/Poster Presenters, etc. are required to register for the meeting and pay all applicable fees, attend the meeting in-person to present, and make their own travel and housing arrangements paying all expenses on their own. If your proposal is accepted for inclusion in the program, the Primary Contact and all confirmed faculty listed will receive a form to read, acknowledge, and agree to the terms in formally accepting the invitation to present at the meeting.
- Following submission of the proposal, any subsequent changes to the presenter(s) must be submitted to the SCT Program Committee in writing by the Primary Contact via email to contact@sctweb.org. The Program Committee will then consider the request to replace the presenter(s).
- Translation services will not be provided.

Key Information

- Session formats can vary; however, the duration should be 90 minutes in length and there should be a session chair.
- A session typically includes 3-5 participants including the chair.
- Two successful formats used in the past.
 - 2-3 speakers with a discussant, or
 - a structured and planned panel discussion with 3-4 panelists from different perspectives.

Your proposal should contain the following information:

- Title in title case format (Example: How to Become an SCT Member). Please Note: If accepted, the title will appear in the printed program guide and mobile app as it is entered in the submission portal.
- Faculty with full names, affiliations, and email addresses for each. Please Note: All listed on the proposal require an email address for SCT to be able to communicate with them and collect faculty materials. Also, the names and affiliations provided in the submission portal will appear in the printed program guide and mobile app as entered.
- Session organizer (Please add this individual's details below the Speaker section).
- Session chair (Please add this individual's details below the Speaker section).
- Proposed session type (Invited talks, Panel, other).
- Written description of session to include focus, content, timeliness, appeal, and relevance to the theme, as well as specific titles for each speaker's talk (if applicable).

Invited Session Proposal Title	Full title of your Invited Session Proposal	-	Yes
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Primary Contact	<i>Pulled from Step 1 form</i>	-	Yes
Session Organizer	Name, Affiliation, Email, Role, Confirmed	-	Yes
Session Chair	Name, Affiliation, Email, Role, Confirmed	-	Yes
Session Participants (up to 6)	Name, Affiliation, Email, Role, Confirmed	-	-
Proposed Session Type	Invited Talks / Panel / Other	-	Yes

Description of Invited Session Proposal (1000-word limit)	Written description of session, including focus, content, timelines, appeal, and relevance to the theme, as well as specific titles for each speaker's talk (if applicable). Submissions that use some form of structured headings (i.e., Introduction, Background, Talk 1, Talk 2, etc.) are preferred as this will enhance the review of the Program Committee and help meeting attendees better understand your session.	1000 Words	Yes
Would you like to have your submission considered for publication in the <i>Clinical Trials</i> Journal?	Yes, I would like to be considered for publication in the Journal.; No	-	Yes

Contributed (Oral and Poster) Proposals

Due December 1, 2026

An abstract for a short presentation of topic relevant to the clinical trials is requested. The Primary Contact/Author can edit the submission in the portal until the associated submission deadline as indicated on the portal. All oral and poster presentation proposals submitted by the designated submission deadline will be considered the final versions. No additional editing can be made after the indicated submission deadlines.

Best Poster Presentation Award

Each year, one poster presentation will be selected by the Program Committee to receive a Best Poster Presentation award. If a contributed proposal is selected for a poster presentation and the primary author's status is student, postgraduate, or early career (5-years or less), the primary author will be eligible for the Best Poster Presentation award. To be considered for the award, posters must be displayed in the designated area during the conference by the date and time specified in the program.

Key Information

- Submitter will be requested to specify if they wish to be considered for both an oral and a poster presentation, only an oral presentation, or only a poster presentation.
- Those selected for oral presentations will be grouped with other oral presentations with a similar theme.
- Oral presentations are allotted 15 minutes (e.g., 10-minute presentation, 5-minute Q&A).
- Submitted contributed (oral/poster) proposals should be as accurate and specific as possible as they will be included in the program.
- Preference will be given to contributed (oral/poster) proposals that report completed work over those that report a work in progress.
- Preference will be given to novel research over topics without any clear development or progression from previous research.
- Submissions with authors from diverse backgrounds and affiliations are strongly encouraged.
- **Important Notes:**
 - All who are invited to participate in the program as Session Organizers, Session Chairs, Moderators, Presenters/Speakers, Discussants, Panelists, Oral/Poster Presenters, etc. are required to register for the meeting and pay all applicable fees, attend the meeting in-person to present, and make their own travel and housing arrangements paying all expenses on their own. If your oral/poster presentation proposal is accepted for inclusion in the program, the Primary Contact/Author will receive a form to read, acknowledge, and agree to the terms in formally accepting the invitation to present at the meeting.
 - Following submission of the abstract, any subsequent changes to the presenter must be submitted to the SCT Program Committee in writing by the Primary Contact/Presenting Author via email to contact@sctweb.org. The Program Committee will then consider the request to replace the presenter.
 - Translation services will not be provided.
 - SCT recognizes the use of generative artificial intelligence (AI) as a powerful tool for educators and researchers and encourages its responsible and ethical use. If any form of generative AI is utilized for this abstract it must be clearly acknowledged in the appropriate section(s). It is expected that authors will review any AI-generated copy, figures, images, citations, or statements for accuracy and edit accordingly. Presenting inaccurate AI-generated information or failing to acknowledge AI-generated information will result in disqualification.

Your oral/poster presentation proposal should contain the following information:

- Title in title case format (Example: How to Become an SCT Member). Please Note: If accepted, the title will appear in the printed program guide and mobile app as it is entered in the submission portal.
- Full names (without degrees or professional titles), affiliations, and email addresses for each author. The name and affiliation of the Primary Contact/Author (Presenting Author) provided in the submission portal will appear in the printed program guide and mobile app as entered. Please Note: All listed on the contributed (oral/poster) proposal have been confirmed by Primary Contact to be listed as co-authors.
- Institutional affiliation, city, state, or country of first author (additional contributors or authors can be added in space provided).
- Text of the abstract (500-word limit).

SCT Thomas C. Chalmers Student Scholarship/Sylvan Green Travel Award Submissions

Due October 30, 2026

SCT Thomas C. Chalmers Student Scholarship Submissions

Who is Eligible?

Students currently enrolled in a graduate degree program (Masters, PhD, or DrPH) of an accredited college or university, or post-doctoral fellows (2 years from completing their PhD/DrPH). Previous finalists are not eligible.

Appropriate Topics for Submission

All clinical trial-related issues including (but not restricted to) study design and data analysis methods; meta-analysis; medical, ethical or legal issues in clinical trials; diversity and inclusion in clinical trials; data entry, management, monitoring, sharing, informatics, software development, and computing as it relates to clinical trials; review of the results or methods of a class of trials; or scholarship in the history of clinical trials. Topics grounded in applications to current or planned clinical trials are particularly encouraged.

Application Requirements

- Applicant must be first author on manuscript.
- At the time of submission, the manuscript should not be published or accepted for publication in a peer-reviewed journal.
- Applicant must attend the SCT Annual Meeting to present the paper if selected as a finalist.
- **Important Note:** All who are invited to participate in the program as Session Organizers, Session Chairs, Moderators, Presenters/Speakers, Discussants, Panelists, Oral/Poster Presenters, etc. are required to register for the meeting and pay all applicable fees, attend the meeting in-person to present, and make their own travel and housing arrangements paying all expenses on their own. If your submission is accepted for inclusion in the program, the Primary Contact/Author will receive a form to read, acknowledge, and agree to the terms in formally accepting the invitation to present at the meeting.

Submissions should include:

- An abstract of maximum 500 words.
- A short manuscript of maximum 3500 words (with the total word count included on the first page), not including title, author names, tables/figures or bibliography; the total number of figures and tables is limited to 4.
- A letter from the student's advisor/mentor or department chair confirming status as a student enrolled in a graduate degree program or post-doctoral fellow at the time of submission.
- The manuscript and letter should be uploaded as a single (zipped) file on the submission portal.
- You must indicate whether or not you would like your submission to be considered by the Student Scholarship Committee for a poster presentation if you are not selected as a finalist.

NOTE: Each candidate can only submit one entry. However, candidates can be co-authors (not first author) on other entries.

SCT Sylvan Green Travel Award Submissions

Who is Eligible?

Clinicians (physicians, dentists, and other allied health professionals) who are engaged as investigators or co-investigators in clinical trials or epidemiology projects. Previous recipients are not eligible.

Appropriate Topics for Submission

All clinical trial-related issues such as study design and data analysis methods; meta-analysis; medical, ethical, or legal issues in clinical trials; diversity and inclusion in clinical trials; data entry, management, monitoring, sharing, informatics, and computing as it relates to clinical trials; review of the results or methods of a class of trials; or scholarship in the history of clinical trials. Important papers illustrating applications are particularly encouraged.

Application Requirements

- Applicant must be the first author on the manuscript.
- At the time of submission, the manuscript should not be published or accepted for publication in a peer-reviewed journal.
- Applicant must attend the SCT Annual Meeting to present the paper if selected as the winner of this award.
- **Important Note:** All who are invited to participate in the program as Session Organizers, Session Chairs, Moderators, Presenters/Speakers, Discussants, Panelists, Oral/Poster Presenters, etc. are required to register for the meeting and pay all applicable fees, attend the meeting in-person to present, and make their own travel and housing arrangements paying all expenses on their own. If your submission is accepted for inclusion in the program, the Primary Contact/Author will receive a form to read, acknowledge, and agree to the terms in formally accepting the invitation to present at the meeting.

Submissions should include:

- An abstract of maximum 500 words.
- A short manuscript of maximum 1000 words (with the total word count included on the first page), not including title, author names, table/figure or bibliography; limit to only 1 table or figure. Preliminary results of the study should be included in the summary where applicable.
- The manuscript should be uploaded as a separate file on the submission portal.
- Indicate your credentials for eligibility.
- You must indicate whether or not you would like your submission to be considered by the Student Scholarship Committee for a poster presentation if you are not selected for this award.

NOTE: Each candidate can only submit one entry. However, candidates can be co-authors (not first author) on other entries.

Abstract Title	Full title of your abstract	-	Yes
Primary Contact/Author	<i>Pulled from Step 1 form</i>	-	Yes
Co-Authors (up to 11)	Name, Affiliation, Address, Email, Phone Number	-	-
Additional Contributors	Name, Affiliation; Name, Affiliation; etc.	-	-
Abstract Body	Detailed abstract description	500 Words	Yes
Contributed Submission Type	Thomas C. Chalmers Student Scholarship Entry (see additional upload requirements below), Sylvan Green Travel Award Entry (see additional upload requirements below)	-	Yes
Sylvan Green Travel Award:	To be considered for this award, the abstract must be authorized by a health professional (not a student). See additional upload requirements below. Check all that apply: MD (Doctor of Medicine), DDS (Doctor of Dental Surgery), DO (Doctor of Osteopathic Medicine), Other Health Professional	-	-
Upload Additional Docs	• Requirements for Thomas C Chalmers Student Scholarship include 3500-word (max) manuscript and letter (zip files into one upload). • Requirements for Sylvan Green Award include just 1000-word (max) manuscript. • Uploading additional documentation is optional for all others submissions.	-	Conditional
Chalmers/Green Submissions	If your submission is not selected for either the Thomas C. Chalmers Student Scholarship or Sylvan Green Award, would you like to be considered for a poster presentation? (Yes/No)		Yes