



## Law360's Practice Groups of the Year FAQs

### How do I submit a practice group?

- Follow [this link](#) to fill in our online submission form. You must fill out the online submission form in order to be considered. **This form will become available once the call for submissions goes out on Aug. 29.** These FAQs are being provided now for firms that want to prepare ahead of time.
- A full list of questions asked on the form is available [here](#).

### What practice groups will you accept nominations for?

- We will profile firms for each of the following practice areas: Appellate; Banking; Bankruptcy; Benefits; Cannabis; Capital Markets; Class Action; Competition/Antitrust; Compliance; Construction; Cybersecurity & Privacy; Employment; Energy; Environmental; Fintech; Fund Formation; Government Contracts; Health Care; Hospitality; Insurance; Intellectual Property; International Arbitration; International Trade; Life Sciences; Media & Entertainment; Mergers & Acquisitions; Private Equity; Product Liability; Project Finance; Real Estate; Securities; Sports & Betting; Structured Finance; Tax; Technology; Telecommunications; Transportation; Trials; and White Collar.
- If a practice area is not on the above list, we do not have a category for it. Please choose the practice area from our list that most closely aligns with the group's work.

### What is the word limit? Can I go over the limit?

- The total word limit for the form is **1,300 words**. There is space on the submission form to describe five significant matters, achievements, or wins by the firm during the time frame (**200 words** each) and space for any other work-related matters for the group that you think we should know about (**300 words**). You may not go over the word limit — it is coded into the form, so you'll be cut off if you reach it.

### Can I have an extension?

- We cannot accept late submissions under any circumstances. All requests for extensions past the final deadline will be denied.

### Can I submit confidential information?

- No. We no longer accept confidential information for any of our series. Please know that anything submitted is considered on the record and able to be used by a reporter to write a profile if the nominee is chosen as a winner.



- You may submit “anonymized” information (“We guided a large national retailer in its bankruptcy”) in lieu of confidential information. But please be aware the judges look most favorably on entries with the most specific details.

**What if I don’t receive an email confirming my submission to the online form?**

- **Do not submit again.** First, check your spam folder and update your security settings. If that fails, email [series@law360.com](mailto:series@law360.com) for confirmation.

**What is the time frame for accomplishments being nominated?**

- You may nominate things the practice group did between Oct. 9, 2021, and this year’s submission deadline. There is space on the form to indicate when the matter occurred.

**How many practice groups can my firm submit?**

- Each firm may submit up to 15 practice groups.

**Can boutique firms participate?**

- Yes! We welcome submissions from boutique firms. Just submit under the practice group your firm concentrates on.

**What’s the best way to present this information?**

- Editors give preference to wins and other developments that are more final in nature. So, while surviving a motion to dismiss a big case is noteworthy, we might wait to see how the case shakes out before deciding to recognize a practice group for its representation in the matter (since the group could still lose the case). In other words, give us more concrete wins and fewer ongoing matters.
- Be sure to include the date, the significance, and the role the firm played (lead counsel, local counsel, etc.). If multiple firms worked on a matter you are discussing, be clear about the role that your firm played. If possible, mention other firms that worked on the matter. Don’t overstate the role that your firm played.
- Remember when crafting the submission that we are approaching this from a news perspective. We’re looking for big wins and compelling, interesting stories that will make for a good profile of the winner. **Tell us why it mattered or why it was important.**
- Be specific. The firm might be handling important cases, but if you can’t point to specific achievements, tell us why they matter, or give us enough information to tell a compelling story, it’s unlikely the group will be chosen.
- When describing specific matters, tell us why they matter. Was there something particularly challenging the group had to overcome? Was it a bet-the-company matter? Did the case have an impact on a particular industry or area of the law? Matters that have impact outside the four corners of a case generally hold the most sway with editors.



- New high-profile matters the group has been hired on are more icing on the cake for editors. The decisions are generally made based on specific wins or deals, not just the fact that the group is on a high-profile case.
- If a matter is a settlement, be as clear as you can about how the settlement was beneficial to the client. Please try to give editors the context they need to understand how the settlement was favorable.

**Can we submit a group that has won before?**

- Yes, we will consider candidates who have won in the past, but please do not highlight the same matters in the submission. We will not credit groups for the same matters two years in a row, unless there have been significant new developments or victories in the relevant time frame.

**Can I include litigation and transactional matters in the same submission?**

- Yes. Please only submit each group once. You can include litigation and transactions in the same practice group submission. Some practice groups are more of a mix of the two than others. For example, “competition” is both antitrust litigation and transactional work.

**Can I submit to the same category more than once?**

- No. Please only submit to each category once, even if that means combining different types of work (i.e. litigation and transactions in the same industry) into one submission.

**Can pro bono matters be included?**

- Yes, if they are relevant to the practice area.

**Can international matters be included?**

- Yes. Matters can be overseas or include issues on which overseas offices have worked. Foreign matters are not weighted differently. Some categories tend to have more international work than others.

**How should the submission treat settlements?**

- You should feel free to include cases that end in settlement. As with all matters, just take care to explain the significance of the case and the resolution reached, and why the settlement should be considered favorable to your client.

**What about important legal wins that could apply to multiple different Law360 practice areas?**

- When you have matters that can apply to multiple categories, you may submit them for any categories they apply to.



### **Should I identify specific attorneys in the submissions?**

- No, you don't need to identify specific attorneys when highlighting matters. We can always get their names later if the firm is chosen so we can highlight them in a profile. (In other words, there's no need to waste the limited space given with lists of names -- focus on the work itself.)

### **How does Law360 evaluate the submissions?**

- There are no major changes in our methodology from last year. Winners will generally be selected based on the following criteria:
  - The significance of the litigation wins or deals worked on.
  - The size and complexity of the litigation wins or the deals worked on.
  - The importance and larger context of the deals and litigation worked on.

### **Can I include links?**

- Yes. Our system can now handle links. Please limit these to news coverage of events, accomplishments, and wins being described in the submission. Law360 coverage is preferred!
- We don't need links to outside awards the attorneys or the group have won or articles they've published — we don't factor these into our decision at all.

### **Do you take outside awards or rankings into account?**

- No. In fact, since word count is limited, we advise not mentioning them and focusing on the matters of significance for the practice group over the past year.

### **How many winners will Law360 choose?**

- We will usually choose between 3 and 5 winners per practice area, though it depends on the volume and quality of submissions.
- Not all categories are guaranteed to have winners. It depends on the quantity and quality of submissions we receive.

### **How will I find out if my nominee is selected?**

- The person who submits the group will be notified via email by Law360 of whether the nominee was selected.
- Please add [no-reply@awardforce.com](mailto:no-reply@awardforce.com) to your firm's IT whitelist or to your address book to help ensure you receive the notification email.



**What if my firm is selected and then we can't be interviewed?**

- If a group is selected and then attorneys from that group are unable or unwilling to be interviewed by the reporter's deadline, we will rescind the award.

**What categories receive the most submissions?**

- In 2021, the categories that got the most submissions were: Class Action, Competition/Antitrust, Intellectual Property, Real Estate, Life Sciences, Trials, and White Collar.

If you don't see an answer to your question here, please email [series@law360.com](mailto:series@law360.com).