Thinking Gender 2010
20th Annual Graduate Students Research Conference

SUBMISSION INSTRUCTIONS FOR PAPER AND PANEL PROPOSALS

1. The Thinking Gender Conference is open to enrolled graduate students only.

2. Please do not submit an application for both a pre-constituted panel and to the open call. Individuals may appear in only one capacity at the conference.

3. Previously published papers are not acceptable for submission to Thinking Gender. However, papers previously presented at conference are eligible for the conference.

4. For <u>individual papers</u>, please submit the following together, in the following order, in one Word document:

- The Thinking Gender individual cover sheet (download "Thinking Gender Cover Sheet – Individual.doc" from http://www.csw.ucla.edu/thinkinggender.html)

- An abstract (250 words)

- A brief bibliography (1 page maximum)

- A CV (2 pages maximum)

- Please title the word document as follows: Last name, first name TG10proposal.doc (e.g. McHugh,Kathleen TG10 Proposal.doc)

5. For <u>pre-constituted panels</u>, which consist of four participants, please submit the following together in one Word document:

- The Thinking Gender panel cover sheet (download "Thinking Gender Cover Sheet – panel.doc" from http://www.csw.ucla.edu/thinkinggender.html)

- A proposal abstract for the panel (250 words)

- An abstract for each individual panelist's paper (250 words)

- A short bibliography (1 page maximum) and A CV (not a resume) for each panelist

- Please title the word document as follows: Last name,first name TG10proposal.doc (e.g. McHugh,Kathleen TG10 Proposal.doc)

Please note: Pre-constituted panels may include a maximum of two (in extreme cases, three) presenters from the same institution. Any panel with three or more participants from the same institution will be required to provide their own moderator, and will only be considered for inclusion in the conference once the moderator has been secured.

6. If your panel and/or paper presentation will require any visual media, *please plan your panel and presentation based on the available equipment:*

- VHS player

- DVD player

- Computer (for displaying web images and PowerPoint presentations)

    Please note: Presenters who plan to use laptop computers in their presentations will be required to use conference-provided computers. For this reason, presenters are required to submit all of the AV files that they will use to the CSW two weeks in advance of the conference, so that those materials can be uploaded to the conference-provided laptops. AV materials should be PC compatible, as we cannot accommodate Mac-specific software.

    Special Note on PowerPoint presentations: Computers are available for PowerPoint presentations, however, these presentations should somehow supplement, not simply reiterate the main points of presenters' papers. As such, no text-only PowerPoints will be allowed. Rather, PowerPoint presentations must include visual aids or images that somehow enhance the presenter's talk.

7. All paper proposals must be submitted via email by <u>noon</u> on Monday, October 19, 2009. Organizers of panels are likewise responsible for submitting the entire panel proposal by the deadline of <u>noon</u> on October 19, 2009.

For help or questions regarding submissions, email thinkinggender@women.ucla.edu.