

Thinking Gender 2009

19th Annual Graduate Students Research Conference

SUBMISSION INSTRUCTIONS FOR PAPER AND PANEL PROPOSALS

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

2. For individual papers, please submit an abstract (250 word maximum), a CV (2 pages maximum), and a brief bibliography (1 page maximum)

3. For preconstituted panels, which consist of four participants, please submit the following together in one Word document:

- A proposal abstract for the panel (250 word maximum)
- A abstract for each individual panelist's paper (250 word maximum)
- A CV (not a resume) and short bibliography (1 page maximum) for each panelist
- Name and contact information for a faculty member who might be willing to serve as panel moderator (optional, except for panels consisting of three or more participants from the same institution – please see below)

**Please note:* Preconstituted 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.

4. 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)

Please indicate on your proposal if individual panelists will provide their own laptop computers

**Please note:* Equipment will only be provided for presentations that include visual media. We are unable to provide equipment, such as computers, LCD projectors, screens, or transparency projectors, for text-only presentations. You are invited to bring copies of PowerPoint presentations or other materials as handouts. Please be aware that in order to properly accommodate for PowerPoint presentations, participants will be required to e-mail a copy of their files to the CSW one week in advance of the conference.

5. Organizers of panels are responsible for submitting the entire panel proposal by the deadline of midnight on October 22, 2008.

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