



## NWSA Panel Proposal Submission Guidelines

**This worksheet is a guideline to help you prepare your proposal submission to NWSA's online portal system. Please do not submit this worksheet.**

### Proposal Title

*Type title as it should appear in the Program (limit to 15 words). Your title should NOT be all capitals or all lower-case.*

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### Session Organizer

*This is the person who will be submitting the proposal. This person's name will not appear in the program **UNLESS** they add themselves as a presenter or moderator.*

Name:

Email:

Affiliation:

### Type of Presenter

*Please select the option that best describes the principal contact person.*

- |   |   |
|---|---|
| <input type="checkbox"/> Undergraduate Student<br><input type="checkbox"/> Graduate Student<br><input type="checkbox"/> Lecturer<br><input type="checkbox"/> Junior Faculty<br><input type="checkbox"/> Tenured Faculty | <input type="checkbox"/> Women's Center Director or similar<br><input type="checkbox"/> WS Program/Department Director or similar<br><input type="checkbox"/> Activist/Organizer<br><input type="checkbox"/> Artist<br><input type="checkbox"/> Other |
|---|---|

### Session Keywords

*List up to three.*

1. 2. 3.

### Proposal Rationale (100-250 words)

Proposal Rationales (100-250 words) and abstracts serve as the basis for evaluation by the Proposal Review Committee and can include:

- Objective or purpose of the paper, panel, workshop, etc.
- Perspective and/or theoretical framework and/or references to relevant texts, research, or on-going debates in women's and gender studies or related fields
- Results and/or conclusions and point of view
- Relevance to the conference theme or subtheme
- Discussion of how the session will be structured

#### IMPORTANT:

All proposal rationales **MUST** be explicit about how the proposal is grounded in specific texts, authors, or research relevant to contemporary women's and gender studies, queer studies, ethnic studies, or other related fields.

Remove any **IDENTIFYING INFORMATION** that would compromise NWSA's commitment to anonymous review.

Proposal rationales assist proposal reviewers with evaluating the session or paper's appropriateness for inclusion in the conference program.

Abstracts and proposal rationale may not exceed word limits. Incomplete proposals will not be considered.

### PAPER ONE

Title	
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Abstract <i>50 -100 words</i>	
Presenter Name	
Email	
Affiliation	

**PAPER TWO**

Title	
Abstract <i>50 -100 words</i>	
Presenter Name	
Email	
Affiliation	

**PAPER THREE**

Title	
Abstract <i>50 -100 words</i>	
Presenter Name	
Email	
Affiliation	

**PAPER FOUR**

Title	
Abstract <i>50 -100 words</i>	
Presenter Name	
Email	
Affiliation	

**MODERATOR:**

*All panels must have a moderator.*

Name	
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Email	
Affiliation	

### Audiovisual (AV) Equipment Request

LCD/AV rooms include the following:

- LCD Projector
- PC laptop
- Compatibility with Microsoft PowerPoint.

NWSA does not provide Internet access in breakout rooms.

NWSA offers limited LCD/AV rooms and encourages presenters to consider using alternative formats such as handouts to convey visual information. Requesting an LCD/AV room via the submission process DOES NOT guarantee that you will receive an LCD/AV room; these decisions are made by the NWSA program committee.

Bring your presentation on a thumbdrive. Do not expect to get your presentation from the internet or change out the laptop in the session.

### Audio-Visual Request

Yes, I would like LCD Projector/Laptop

**Detailed AV Equipment Rationale (50 words maximum)**

### ADA Scheduling Request

*Please provide details. For example, "Room close to elevator for presenter wheelchair access."*