



## Submission of Abstracts – Guidance Note

### 1. Submission process:

- Abstracts should be submitted online on <http://beijing20.ngocsw-geneva.ch> (file upload)
- The person submitting the abstract should be its author (or one of them), and will be the sole contact person for any subsequent communication or information exchanges with the NGO CSW Geneva.
- This person is invited to [register as a Forum participant](#) when submitting his/her abstract, and should be in a position to secure independent funding to cover travel and accommodation costs. However attending the Forum is not obligatory for sending a contribution Abstract.
- Abstracts should be submitted only once.
- [Submission deadline is 1<sup>st</sup> August 2014 \(extended\)](#)

### 2. Substantive contents:

- Abstracts should describe [achievements, results, gaps and challenges in the implementation at country or local level of one or several of the 12 areas of concerns of the Beijing Platform for Action \(BPfA\) \\* and/or any emerging issues.](#)
- Abstracts should go [beyond generalities](#), point to particular [issues of implementation](#), and provide [recommendations](#).
- Data and statistics should be substantiated with references.
- Abstracts should be submitted preferably in [English \(max 500 words\)](#).

### 3. Evaluation & acceptance of abstracts:

- All abstracts received will be subjected to a [peer review](#) within the NGO CSW Geneva.
- Abstracts will be accepted based on their [relevance and pertinence to the BPfA implementation or in relation to women's rights emerging issues in the ECE region](#).

### 4. Selection of Abstracts for presentations during the Forum:

- Among the accepted Abstracts, some will be selected for presentations during the planned Interactive Roundtables on the 2<sup>nd</sup> day of the NGO Forum.
- The NGO CSW Geneva reserves the right to make the final decision regarding the presentation format of accepted Abstracts and the structure of Roundtables

### 5. Copyright:

- By submitting an Abstract the author(s) agree to [relinquish copyright](#) to the NGO CSW Geneva, for possible publication in the Geneva NGO Forum outcome documents.

\* **The 12 critical areas include:** 1) Women and Poverty 2) Education and Training of Women 3) Women and Health 4) Violence against Women 5) Women and Armed Conflict 6) Women and the Economy 7) Women in Power and Decision-making 8) Institutional Mechanisms for the Advancement of Women 9) Human Rights of Women 10) Women and the Media 11) Women and the Environment 12) The Girl-child

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