

Steps to download the Submission file:

1. Visit the [Emirates Women's Award](#) page.
2. Click on the [Register Now](#) Button to receive notifications about the award.
3. Go back to the [Emirates Women's Award](#) page to download the Award documents, then scroll down until you reach the [Award Model](#) button to download it.
4. Please read the award model carefully to learn the terms and conditions for participation and to select the category suited to your professional experience.
5. To download the submission template from the [Emirates Women's Award](#) page, scroll down until you find the Award's documents section, then click on the button [Individuals Categories](#).
6. Select the category, then click the download button to save the submission template to your computer.
7. Once you click on the download button, it will take you to the PPT file on Google Drive; follow the below steps:
 - Go to the upper left corner.
 - Click the File button, scroll until you see the download button, then select (Microsoft PowerPoint).

Steps to upload the Submission file:

8. After downloading and filling out the submission file on your computer, upload it in any format, PDF or PPT, at the Emirates Women's Award page.
9. Click on the [Submit Here](#) button in the upper right corner of the page.
10. Select the [Individuals Categories](#).
11. Fill out the form, then upload your submission file, considering the maximum size is 15 MB.
12. Proceed with the payment in order to complete the uploading process for your file to the system.

* NOTE:

- After completing the payment process, you should receive an online receipt confirming that we received your payment and the submission file.
- The assessment process will start after the submission deadline. If your file has been shortlisted, we will contact you to schedule an online interview with the assessors.