Dear Presenter,

We would like to include your presentation as a paper in the 2009 conference proceedings. In order to facilitate the rapid development of the proceedings, please format your paper using the basic instructions provided below.

Best regards,
Krista Merry
Proceedings Chair

Please use the following formatting specifications

**Formatting issues**
- **Indenting**: Do not indent the beginning of new paragraphs.
- **Spacing**: Leave one blank line between paragraphs.
- **Citations**: Cite each of your references in the text, either parenthetically (Author et al., 1998) or as part of a sentence, e.g., “Bookauthor (1993) stated that….”
- **Units**: Feel free to use either English or SI (metric) units.

**Section headings**
- **Main headings are bold**
- **Primary Sub-Headings are underlined**
- **Secondary Sub-Headings should be italicized**

An example is provided on the next few pages
Title of paper (Please use Times New Roman 12 point throughout)

Author 1
Author 1 affiliation
Author 1 mailing address (including zip code)
Author 1 e-mail address

Author 2
Author 2 affiliation
Author 2 mailing address (including zip code)
Author 2 e-mail address

Author 3
Author 3 affiliation
Author 3 mailing address (including zip code)
Author 3 e-mail address

and so on...

Abstract

Abstract should be a brief summary of the article. It should include statements about the motivation or rationale for the study or application (i.e., a problem statement). Regardless of whether your paper represents a research study or an application we will refer to it in subsequent sections of this document as a “study.” In addition it should include the objective(s) or goal(s), brief methods used, the quantitative results, and the significance of your findings (if appropriate). The abstract should not exceed 300 words.

Keywords. List 3-5 keywords or key phrases, separated by commas. Do not list words that are contained in the title of the paper.

Introduction

The introduction section should include relevant background information related to your study and should be geared for a general audience in natural resources. It should end with a statement of your goals / objectives for this study.

Methods

The methods section should be a brief description of the techniques used in this study (may include field and laboratory techniques) and the geographic area(s) where the study was conducted. Techniques used to analyze the data should be described (again to a general audience in natural resources) so that the reader can follow the major steps used in this process. Any models should also be adequately described.
You may use superscripts and subscripts, and other special characters as appropriate. It is best to choose symbols from the Symbol or Times New Roman fonts, and avoid using unusual symbols. Use plain text or Equation Editor for equations. Put several spaces (not a tab) between the equation and the equation reference number. Italic, bold, underline should only be used when absolutely necessary, for example using italics for a species name (e.g., *Pinus palustris*).

**Results**

The results section should verbally walk readers through the results of your study. Describe the key results, trends, patterns, etc. that are found in figures and tables.

Each table and figure should be mentioned in the text, either parenthetically (Figure 2) or as part of a sentence, as "Table 4 shows that…"

Place your figures and tables at the end of the paper. We will insert them into the body when we lay out the Proceedings.

Do not use the Word processor's Tabling functions (PLEASE).

Please lay out tables using tab sets.

Please provide a caption for both your tables and your figures. Place this with the table or figure at the end of the paper.

While your figures may be in color (which may be of value for the digital version of the proceedings), please remember that the hard copy proceedings are printed in black and white. We will not reformat figures.

**Discussion**

This section should discuss the significance of your results including how these results relate to other studies and to your goals and objectives, and also the primary strengths and limitations to this type of approach.

**Conclusions**

The conclusions section is optional and can be used to briefly restate the major findings. It may also be used to suggest where further research is necessary. It is the last main heading before References.

**Acknowledgements**

Acknowledgements, if any should be included after the discussion (or conclusions) section.
References

Compose your reference entries following the examples below. The references should be in alphabetical order. Examples of the desired style are noted below. Note the issue number only when page numbers begin with page 1 in each issue of a volume (such as with some recent issues of the Journal of Forestry).

Journal Article


Book


Part of a Book


Bulletin or Report


Proceedings Paper


Dissertation or Thesis


Software


SPSS. 2000. SigmaPlot for Windows. Ver. 3.2. Chicago, IL: SPSS, Inc.


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