

WESTERN FOREST INSECT WORK CONFERENCE

April 23-25, 2002

GROUSE MOUNTAIN LODGE WHITEFISH, MONTANA

Instructions for the Proceedings

As with all past insect work conferences, a proceedings will be produced based on business meeting minutes and the discussions occurring in the various workshops and panels. These proceedings are more or less proceedings in abstract -- only a summary of discussions is needed, not the entire transcript of all talks. The format for submission of workshop and panel summaries is given below.

Workshops/Plenary Sessions: Moderators are responsible for preparing and submitting a summary of their session to Steve Kohler for inclusion in the proceedings. Moderators may request abstracts or brief papers from session contributors to collate into an overall summary or they may prepare a summary of their session from their own notes. All session reports must be sent to Steve Kohler no later than July 1, 2002 to insure that they are included in the proceedings.

Posters: Poster authors are encouraged to submit abstracts of their presentations directly to Steve Kohler.

Format: All contributions should be submitted in an electronic format either through email or on a diskette. The preferred format is **Microsoft Word**, but some other formats may be acceptable. Use **Times New Roman** font, **12 pt** size for the main text, with **1-inch margins** on all sides.

- Formatted to 8.5 x 11 paper
- Times New Roman, 12 pt type face (for main text; use whatever in special circumstances, tables, etc.)
- Workshop/panel title centered at the top of the page and bolded
- Workshop/panel moderator two spaces below title and centered, not bolded
- Paragraphs to be left justified, no indent
- Main headings should have first letter capitalized and should be centered followed by a space before the following text
- Subheadings should have first letter capitalized and should be left justified followed by a space before the following text.

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All submissions should reach Steve Kohler no later than July 1, 2002 to insure that they are included in the proceedings.