## INSTRUCTIONS TO AUTHORS OF PAPERS TO BE PUBLISHED IN THE PROCEEDINGS OF THE IAMSLIC CONFERENCE

Please send the manuscript of your paper to Jim Markham, Editor of the *IAMSLIC Proceedings*, by **1 October**, **2003** in order for it to be included in the published *Proceedings*. Papers will be accepted at the Annual Conference, and for a short period thereafter, but submission by 1 October is preferred, to allow the *Proceedings* to be published earlier.

Papers can be sent as e-mail attachments, or by mailing a disk to the editor. The disk should be 3.5 in., in MS-DOS format as a word processor file. The preferred format is MS Word for Windows 6.0, but acceptable word processor formats are nearly all standard ones, including MS Word for Windows, WordPerfect 5.1, WordPerfect 5.0, Word for MS-DOS, or ASCII. Word for MacIntosh can also be used. Please add 5-10 keywords which best indicate the content of the paper.

If possible, please use **keywords** from a recognized authority list, such as the Aquatic Sciences and Fisheries Thesaurus, or Library of Congress Subject Headings.

All papers will be reformatted and printed in the same standard format and font. To make this easier, papers should not be split into sections, and pages should not be numbered. **PowerPoint** or other slides can be used as illustrations to accompany text as necessary but the manuscript must be in regular text. Submissions consisting of only PowerPoint illustrations will not be published.Final text size will be 5 x 7.5 in. (13 x 19 cm) and all tables and illustrations should be formatted to fit this size.

**Posters** presented at the Conference may be published as an abstract, an extended abstract, or a short paper, depending on what the author submits to the editor. A paper based on a poster may not exceed 5 pages, as formatted in the *Proceedings*.

## **ILLUSTRATIONS:**

- 1. All illustrations should be formatted to fit the final text size  $(5 \times 7.5 \text{ in.} = 13 \times 19 \text{ cm})$
- 2. If your manuscript includes illustrations that have been published anywhere previously, please include written copyright permission for reproduction from copyright holder or other appropriate person(s).
- 3. The *IAMSLIC Proceedings* are photocopied to make multiple copies. Most half-tone photos do not photocopy well, unless they have been scanned. If submitting photos, please test to make sure the picture can be photocopied, and if necessary, submit the photo in a different form that can be photocopied.

## LAYOUT OF PAPER:

TITLE Author(s) Address(es) of Author(s) ABSTRACT Body of paper REFERENCES **References** should be cited in the text in the following form:

Smith (1982); Smith (1982a,b); Smith (1983, 1984); Smith and Jones (1984); (Smith & Jones 1984); (Smith 1984); (Smith 1984; Jones 1987); more than 2 authors: (Smith *et al.* 1988)

At the end of the paper references should be listed alphabetically in the section entitled **REFERENCES** in the standard form illustrated below, giving journal titles in full. Please italicize or underline titles of books and journals. For other details about style of references or text, consult *Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers*, or contact the IAMSLIC Editor.

## SAMPLE CITATIONS IN REFERENCES LIST:

- Lancaster, F.W. 1972. Vocabulary Control for Information Retrieval. Washington, D.C.: Information Resources Press.
- Markham, J.W. & Hagmeier, E. 1982. Observations on the effects of germanium dioxide on the growth of macro-algae and diatoms. *Phycologia* 21(2):125-130.
- Starr, S. 1982. Databases in the marine sciences. Online Review 6(2):109-125.

Webster, J. 1994. Endangered information: searching the grey literature in the Pacific Northwest.
In: Preserving the Past, Looking to the Future: Proceedings of the 19th Annual Conference of the International Association of Aquatic and Marine Science Libraries and Information Centers (ed. by J.W. Markham & A.L. Duda), pp. 119-135. Fort Pierce, FL: IAMSLIC.

If you cite the Internet, WWW, or other electronic sources, please note this example:

Markham, J.W. 1999. IAMSLIC 25th Anniversary Conference, 1999. *Issues in Science & Technology Librarianship* Number 24, Fall 1999 [Online]. Available: http://www.library.ucsb.edu/istl/99-fall/conf4.html [Accessed: 17 June, 2002]

For other examples and rules for citing electronic sources, see: <u>http://www.h-net.msu.edu/~amrel/cit.html</u>

Address of Editor: J.W. Markham Davidson Library University of California Santa Barbara, CA 93106-9010, USA e-mail: markham@library.ucsb.edu; Fax: 805-893-8620; Phone: 805-893-2735