

GUIDELINES FOR PREPARATION OF ABSTRACTS FOR PAPER AND POSTER PRESENTATIONS AND FOR PUBLICATION IN THE *JOURNAL*

1. Text of the abstract must be 250 words or less and must be a Word 2003 document, Rich text (rtf) or Acrobat PDF document. If you submit your abstract for publication in the *Journal of the Kentucky Academy of Science* (see below) it must be in Word.
2. Use a type size of 10 cpi (12 point) and the same font throughout: do not use bold. Italics should be used only for the scientific names of the organisms and other expressions that conventionally appear in italic type.
3. Do not justify the right-hand margin.
4. The address should contain the capitalized name(s) of the author(s), department, university or company, name of the city, name of the state (use two-letter abbreviation, e.g. KY, IN, OH.) and the zip code.
5. In multi-authored abstracts, the name of the presenter of the paper will be indicated by an asterisk.
6. Use standard, well-known abbreviations when the use of abbreviations is necessary.
7. When using abbreviations for chemical compounds, spell out the name in full at the first mention and follow with the abbreviation in parentheses; use the abbreviation thereafter. Do not abbreviate chemical compounds in the title of the abstracts.
8. Scientific names of organisms should be in italics (not underlined). Spell out generic names the first time they are used; afterwards these names should be abbreviated to first letter (plus a period) when followed by a specific epithet unless confusion may result with another abbreviated generic name in the abstract.
9. In the upper right hand corner of the abstract, type in CAPITALS the name of the section in which your paper or poster is being presented.
10. The following is an example of a portion of a proper abstract:

BOTANY

Taxonomic status of the varieties of Seneca snakeroot, *Polygala senega* (Polygalaceae). AMY E. TRAUTH* and ROBERT F.C. NACZI, Department of Biological Sciences, Northern Kentucky University, Highland Heights, KY 41099.

Seneca snakeroot, *Polygala senega* (Polygalaceae), is an uncommon plant ranging throughout most of eastern North America.

Two varieties have been described for the species: variety *senega* and variety *latifolia*. The taxonomic

PUBLICATION OF ABSTRACTS IN THE *JOURNAL*

If you would like to submit your abstract for publication in the *JOURNAL OF THE KENTUCKY ACADEMY OF SCIENCE* the guidelines are the same as above. Please send your abstract as an e-mail attachment in Word to robert.barney@kysu.edu and mail a check for \$15.00 made payable to the Kentucky Academy of Science to cover costs (invoices will not be sent). Abstracts for publication must be received by the Abstract Editor by December 1.

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