

Submitting Papers for the 10th IWCSPP Proceedings

Oral, poster and invited presentations are processed in four steps. Submissions will be accepted only via the conference proceedings web site

<http://www2.iict.pt/10thiwcspp/ocs/index.php/papers/iwcspp>

If you have trouble with the conference web site contact Paul Fields, Scientific Committee Chair, paul.fields@agr.gc.ca, 204-983-1468.

Steps for manuscript submission

1. Submission of abstracts, **30 November 2009 deadline.**

- Abstracts are used by editors for initial organization of the conference. Authors can resubmit revised abstracts with the full manuscript on 31 January 2010.
- At the end of the abstract indicate which author will present the paper during the conference.
- At the conference proceedings web site register as a user (click on "Proposal Submission", and then "Not a user? Create an account with this site."). It is important to fill in this information as accurately as possible, as it will be posted on the website, will serve to help us to get in touch with you, and will be used by search engines to enable people to find your work on the web.
- Follow the steps for starting a submission. Note, you need to name all authors at this stage.
- The abstract should be no more than 300 words.
- Please select one of the following sessions or tracks.
 - Biology and Monitoring (poster)
 - Biology and Monitoring (oral)
 - Engineering (poster)
 - Engineering (oral)
 - Fumigation (poster)
 - Microbiology and Mycotoxins (poster)
 - Microbiology and Mycotoxins (oral)
 - Non-Chemical Control (poster)
 - Non-Chemical Control (oral)
 - Residual Insecticides (poster)
 - Residual Insecticides (oral)
 - Integrated Pest Management Practices (poster)
 - Integrated Pest Management Practices (oral)
 - Quarantine and Regulatory (poster)
 - Quarantine and Regulatory (oral)

2. Approval of abstracts by proceedings editors, **21 December 2009 deadline.**

- Proceedings editors will reply by 21 December 2009 if abstracts are accepted, and specify what section (Track).
- There is only a limited amount of space available for oral presentations; therefore each delegate will be limited to delivering only one oral

presentation. Delegates can co-author other oral presentations delivered by other delegates and can present posters.

- All presentations, invited, oral and posters will be published in the proceedings.

3. Submission of manuscripts, **31 January 2010 deadline.**

- See guidelines below for preparation of manuscripts.
- If you are someone who normally does not follow instructions to authors, **please make an exception for us.** The editors are volunteers on a tight schedule. Please save everyone time, by reading and following the instructions.
- We know they are detailed, but they will aid in the review and the production of a high quality proceedings.
- Submit the manuscript via the conference web site as Word file, do not embed figures and any figures as separate files under Supplementary Files.
- The proceedings editors may ask you for clarification or changes, and we reserve the right to refuse inclusion in the proceedings of manuscripts not meeting peer-review standards.
- We will be using the “Track changes” function in Word to indicate proposed changes.
- **We will be unable to accept manuscripts after 31 January 2010 due to the time needed for review and production of proceedings.**
- There is a template for the format of the paper in Word at:
<http://www2.iict.pt/10thiwcspp/ocs/papers/iwcspp/IWCSP10-template.doc>

4. Final submission of manuscripts, **15 March 2010 deadline.**

- By 1 March 2010, authors will receive requests for changes by the editors.
- Corrected and final manuscripts and figures must be uploaded to the proceedings web site by 15 March 2010.
- **One of the authors must have paid their registration fees by 30 March 2010** for their papers to be included in the web site, CD-ROM and printed proceedings.

Preparation of manuscripts

General:

- Manuscripts should be prepared in Word or saved in Word format.
- Manuscripts should be no more than 15 double-spaced typed pages (including tables and references).
- Manuscripts must be typewritten, double-spaced with 2.5 cm margins, Arial 12 pt font and be in English.
- The corresponding author should be identified (include a Fax number and email address). Full postal addresses must be given for all co-authors.

- We will be using the same author style guide as the Journal of Stored Products Research.
- Please have your manuscript reviewed and proofread by a colleague prior to submission.
- Each delegate will receive a CD-ROM of the proceedings; printed copies will be delivered after the conference at extra cost, and papers will be posted on an open-access website.

Text:

Manuscripts in general should be organized in the following order:

- Title
- Author
- Affiliation
- Abstract (no more than 300 words)
- Keywords (five words or phrases)
- Main text (Introduction, Materials & Methods, Results, Discussion)
- Acknowledgements
- References
- Figure Captions
- Tables

Figures should be submitted separately, see below for details. A very brief summary or conclusion may be included after the Discussion, but it should neither replace nor repeat the Abstract. The corresponding author should be identified with an asterisk and footnote. All other footnotes (except for table footnotes) should be identified with superscript Arabic numbers.

Methods:

The technical description of methods should be given in detail only when such methods are new. SI units, and abbreviations, should be used throughout. Any unusual or Greek letters must be clearly identified. The international rules of nomenclature should be used for all organisms. Full species names including the authority [e.g. *Acanthoscelides obtectus* (Say)] should be given the first time that an organism is mentioned. Authorities for the names should be given in full except in the cases of Linnaeus and Fabricius, which may be abbreviated to L. and F. respectively. Other than at the beginning of a sentence, names may subsequently be abbreviated, (e.g. to *Acanthoscelides obtectus* to *A. obtectus*) where no ambiguity may arise. Common names should be avoided in the title.

Common names of pesticides, which have been accepted by the International Standards Organization (ISO), should be used wherever possible. In other situations, a name used by a renowned national body (Entomological Society of America, INRA, etc.) should be used. The full chemical name of pesticides which lack an ISO name should be given when the compound is first mentioned. Trade names for active ingredients are preferable to those for particular formulations.

The following symbols and abbreviations may be used as appropriate. Days (d), hours (h), moisture content (m.c.), relative humidity (r.h.). When using any abbreviation (except % and °C) leave a single space between the numeral and following character. Avoid fractions. Numbers should be written in full where they occur at the beginning of a sentence and where they are not associated with units (Ten beetles in 5 months).

References:

All publications cited in the text should be presented in a list of references following the text of the manuscript. In the text refer to the author's name (without initials) and year of publication (e.g. "Since Bell (1993) has shown that..." or "This is in agreement with results obtained later (Kramer, 1994; Credland, 2009)"). For three or more authors use the first author followed by "et al.", in the text. The list of references should be arranged alphabetically by authors' names. The manuscript should be carefully checked to ensure that the spelling of authors' names and dates are exactly the same in the text as in the reference list. Please note that all journal titles should be given in full.

References should be given in the following form (same as Journal of Stored Products Research):

Journal article:

Perez-Mendoza, J., Hagstrum, D.W., Dover, B.A., Hopkins, T.L., Baker, J.E., 1999. Flight response, body weight, and lipid content of *Rhyzopertha dominica* (F.) (Coleoptera: Bostrichidae) as influenced by strain, season and phenotype. *Journal of Stored Products Research* 38, 183-195.

Edited book:

Cardona, C., Karel, A.K., 1990. Key insects and other invertebrate pests of beans. In: Singh, S.R. (Ed), *Insect Pests of Tropical Food Legumes*. Wiley, Chichester, UK, pp. 157-191.

Book:

Pitt, J.I., Hocking, A.D., 1985. *Fungi and Food Spoilage*. Academic Press, Sydney.

Papers or books with titles in a foreign language may have an accurate English translation of the title in addition to the title in the original language (except where the language has a non-Roman alphabet, in which case a translation alone is acceptable with the original language clearly indicated).

Tables:

- Authors should take notice of the limitations set by the size and lay-out of the proceedings. Large tables should be avoided. Reversing columns and rows will often reduce the dimensions of a table.

- If many data are to be presented, an attempt should be made to divide them over two or more tables.
- Tables should be numbered according to their sequence in the text. The text should include references to all tables.
- Each table should be typewritten on a separate page of the manuscript. Tables should never be included in the text.
- Each table should have a brief and self-explanatory title.
- Column headings should be brief, but sufficiently explanatory. Standard abbreviations of units of measurement should be added between parentheses.
- Vertical lines should not be used to separate columns. Leave some extra space between the columns instead.
- Any explanation essential to the understanding of the table should be given as a footnote at the bottom of the table.

Figures:

Figures should be submitted as a separate file, one file for each figure. Name the file as "fig1.tif" etc... Only electronic formats can be accepted.

- Make sure you use uniform lettering and sizing of your original artwork.
- Save text in illustrations as "graphics" or enclose the font.
- Only use the following fonts in your illustrations: Arial (preferred), Courier, Helvetica, Times, Symbol.
- Number the illustrations (Figs) according to their sequence in the text.
- Provide captions to illustrations separately in the text. Each Figure should have a brief and self-explanatory caption. Latin names of organisms should not be abbreviated in legends.
- Colour can be used, as the papers on the CD-ROM and the website will use colour. However, the printed proceedings, figures will be printed in black and white. Verify that colour photos and figures also work in black and white.

Figure Formats:

Regardless of the application used, when your electronic artwork is finalised, please "save as" or convert the images to one of the following formats (Note the resolution requirements for line drawings, halftones, and line/halftone combinations given below):

- EPS: Vector drawings. Embed the font or save the text as "graphics"
- TIFF: Colour or greyscale photographs (halftones): always use a minimum of 300 dpi.
- TIFF: Bitmapped line drawings: use a minimum of 1000 dpi.
- TIFF: Combinations bitmapped line/half-tone (colour or greyscale): a minimum of 500 dpi is required.

- DOC, XLS or PPT: If your electronic artwork is created in any of these Microsoft Office applications please supply "as is".

Please do not:

- Supply embedded graphics in your word processor (spreadsheet, presentation) document.
- Supply files that are optimised for screen use (like GIF,BMP,PIC,WPG), the resolution is too low.
- Supply files that are too low in resolution.
- Submit graphics that are disproportionately large for the content.

Poster Preparation

- Each poster has been allocated one poster "page", measuring a maximum of 1.00m x 1.20m in PORTRAIT FORMAT.
- They can be brought already mounted on boards or attached with sticky tape, which will be provided.
- Only key points should be included on the poster; details should go in the manuscript.
- Recommended fonts, Arial, Comic Sans MS:
 - Title: 100-120 pt Title Case.
 - Authors' Names: 40 pt.
 - Subheadings: 40 pt.
 - Body text: 28-36 pt (should be legible from a distance of at least 1 metre).
- Logos at beginning or end: no larger than 65 mm.
- Consult [Beaulieu and Myers \(2007\). Making a great poster. Bulletin of the Entomological Society of Canada 39:62-67.](#)

The official language of the conference is English. Presentations, posters and papers will need to be in English. If English is not your native language, please have someone proficient in English revise your manuscript before submission. Papers may be delayed or rejected if the English is not clear. Unfortunately, proceedings editors will be able to make only minor corrections to English grammar and syntax. Contact Paul Fields, Scientific Committee Chair, paul.fields@agr.gc.ca, 204-983-1468, for a list of editors for hire to review manuscripts.

Finally, the Scientific Committee looks forward to receiving your manuscript and seeing your presentation in Portugal next summer.