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March 21, 2013

Subject: Call for Proceedings Papers

To: MVCAC Membership

It is time to begin preparation of the Proceedings and Papers of the 82nd annual conference of the Mosquito and Vector Control Association of California. There were many excellent presentations at the annual meeting in February in San Diego, and I am hopeful that the authors will choose to submit their presentations for publication in the Proceedings. Attached to this e-mail are the guidelines for submitting manuscripts; please read and follow these instructions in preparing your papers. Manuscripts should be submitted electronically and simultaneously to me ([janwash@berkeley.edu](mailto:janwash@berkeley.edu)) and Rachel Hickerson ([RHickerson@amgroup.us](mailto:RHickerson@amgroup.us)). The deadline for manuscript submission is June 15, 2014.

In the past several years, we have had to extend the submission deadline in order to solicit enough papers to go to press. This has resulted in a delay in publication, and I am hoping this will not be the case this year. I am asking all authors to send a letter indicating their intent to submit a manuscript along with a tentative title. If you anticipate submitting a paper but cannot meet the deadline, contact me as soon as possible, and we will try to accommodate your needs. The Proceedings should be a comprehensive summary of the MVCAC's scientific and operational programs for the year, and this can only be realized with our contributions.

Regards,

Jan O. Washburn, PhD

Managing Editor

Proceedings and Papers of 82nd Annual Conference of the MVCAC

## Guidelines for Contributors

### Proceedings and Papers of the Mosquito and Vector Control Association of California

*Proceedings and Papers*, also referred to as *Proceedings*, is the official, professional publication of the Mosquito and Vector Control Association of California. The *Proceedings* is published once each year and includes papers based on presentations, including young investigators award competition, given at the Association's annual conference. Publication of submitted papers is also encouraged. The *Proceedings* publishes articles on the biology, ecology and control of mosquito and other vectors of disease.

**CONTRIBUTIONS:** A manuscript for publication in the *Proceedings* is encouraged from every speaker. Articles should be original contributions in the field of mosquito and vector ecology and control, and provide information to benefit diverse interests in scientific and technical development, operations and programs, and management documentation. Please do not submit papers that have been previously published or are being considered for publication elsewhere. An excessive number of pages on one subject or by any one author is generally discouraged. Although preference is given to papers accepted on the program agenda, acceptability for publication rests on merit as determined by review of the editor. A nonmember author wishing to publish in the *Proceedings* is required to pay the registration fee for the conference.

**MANUSCRIPT FORMAT:** Manuscripts will only be accepted electronically. The body of the text, table headings and figure legends must be in Times New Roman font. In addition to the manuscript, images of all tables, figures or photographs must be submitted electronically. Common IBM compatible word processing programs such as Microsoft Word or WordPerfect, or Excel for charts are preferred. Figures, tables and photographs may be either be black and white or full color. Each table and figure should be provided as a separate file in either TIFF or JPEG format, and authors should print each file before submission to ensure that it is legible when reduced for publication. Authors should indicate placement of tables and figures within the body of the text. All manuscripts should be submitted to the incoming editor within 60 days following the end of the conference. Articles received after that time may be returned for resubmission for the next issue of the *Proceedings*. Authors should refer to the most recent issue of the *Proceedings and Papers of the Mosquito and Vector Control Association of California* for style and format and the *Journal of the American Mosquito Control Association* for guidance on scientific names.

The *Proceedings* subscribes to the scientific abbreviations of mosquito generic names used by the American Mosquito Control Association. The usage and a list of these scientific names are discussed in the *Journal of the American Mosquito Control Association*, 5:485 (1989). Bi-letter generic abbreviations are used for Culicidae. Common abbreviations (et al., i.e., etc.) are not italicized. Use of the metric system (with English measurements in parenthesis) is encouraged. Avoid footnotes in text.

The papers in the *Proceedings* will appear, for the most part, as submitted. Editorial liberties will be exercised in those instances where improved clarity is needed and where style is incorrect. Articles requiring extensive editing and articles that do not conform to style and instructions will be returned to the author for correction.

**SUBMITTED PAPERS:** Manuscripts (other than presentations at the conference) submitted for publication in the *Proceedings* will be treated as "Refereed or Peer Reviewed Articles." These will be sent for review by at least two or more scientists proficient in the subject. Following their comments and advice, the Editor will determine whether these should be published as Peer Reviewed articles.

**TITLE:** The title, author's name(s), organization, mailing address, e-mail address, and telephone number should appear at the top of the first page.

**ABSTRACT:** An Abstract is required and should provide a brief summary of the paper. The Editor may refuse to publish Abstracts or Summaries alone.

**PAGE NUMBERING:** Number pages consecutively. Tables and figures must be submitted as separate files as noted above.

**TABLES:** Tables should be should be limited to those strictly necessary. Titles should appear at the top of the tables. Tables should be prepared with regard to the ultimate printed size of one (3') or two columns (6-1/4'). Each table should be referenced with regard to placement within the text. Avoid long and complex tables.

**ILLUSTRATIONS:** Figures, graphs, line drawings and photographs must be submitted electronically as separate files. Figures should be numbered consecutively. Titles, legends or other headings should be typed double-spaced. Titles, when provided with illustrative materials, should be at the bottom of the figure, graph or picture. As with tables, illustrative materials must be planned to fit reasonably within a one or two column format. Figures generated on dot matrix printers, or photocopies that reproduce poorly will not be acceptable for publication. Because most figures may be reduced to one column width, the original lines and printing must be legible when reduction becomes necessary. Patterns in black/gray or color should be used in maps, charts and other illustrative materials.

**REFERENCES CITED:** Alphabetize references by the author's surnames. Within the alphabetical order, sequence should be by year beginning with the earliest publication date. Include only publications that are cited in the text, and the style of the citations should conform to the format in the latest issue of the *Proceedings*.

**PROOF AND REPRINTS:** Authors may receive a galley proof, as well as order forms for reprints. Major revisions at this stage will not be acceptable. Proofs with corrections, if any, and reprint order forms should be returned within seven days to the MVCAC office:

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