

Submitting Titles and Abstracts

We are starting down a new path this year in regards to title and abstract submissions as we will be transitioning from our current site to one housed by the Weed Science Society of America (WSSA). It is a goal to eventually have all regional weed societies (NEWSS, WWSS, SWSS, and NCWSS) maintaining their title and abstract submissions through the WSSA site. This year the NEWSS volunteered to be the first society to test out the site, therefore the following information includes steps about submitting titles and abstracts via the new website. Please follow the included directions, heed the deadlines, and please contact me if there are any questions.

SIGN-IN. The sign-in section should be available starting September 7, 2009. Go to the home page of the web site (<http://wssaabstracts.com/>) and sign in as a member and you will create your own password for the site at this time.

SUBMIT TITLE. Simply follow the site's instructions for submission. Select your preference for paper section (Ornamentals, Biology and Ecology, etc.). Enter the title and authors' names in the spaces provided. Be sure to use the pull-down menus at the right to indicate member status and to indicate if an author is the presenter or not. It is critical that we know which papers will be competing in the graduate student contest, so please be sure to indicate this on the title submission form. For the September 18th title deadline, fill in the title, authors, and affiliations (type in as it would appear in the final abstract). Try to make sure you have everything as you want it before submitting. Click on the "Submit" button when you have entered all the information.

SUBMIT ABSTRACT. Sign into the member portion of the web site as above and click on the link to submit an abstract. Scroll down to the part of the window and click anywhere in the area designated to hold the abstract. Cut and paste your abstract in the box provided. There is no need to include the title and authors in the "cut and paste" portion since the correct information has already been entered in the boxes at the top of the page. I would recommend making all changes prior to pasting into the submission form. NOTE: If you have changed authors (added or deleted) or made a title change, please send an email to both Mark VanGessel and me (garmel@utk.edu and one to mjv@UDel.Edu) to alert us about the change.

ACTION SUMMARY. Titles will be due on September 18th. At this time we will ask you to enter the site and type in your title, authors' info, section preference and submit. Abstracts will be due October 23rd. At this time we request you to enter the author information as indicated, cut and paste abstract, select keywords and submit.

BROWSER ISSUES. We believe the submission process works fine with Internet Explorer or Firefox. If you are using browsers other than Internet Explorer and seem to be having difficulty getting things to work, please let me know.

REQUEST. There are always a couple of items that account for the majority of editing issues and I would ask that you adhere to a few requests prior to submitting your abstracts... 1) If you do not want to pay extra for an extra page do not go over one page of text. In Arial font with 1 inch margins you should aim for ~3,500 characters with spaces. You can count these characters and spacing by highlighting your text and going to your Word toolbar and clicking on "Tools" then "Word Count". 2) Always use approved WSSA common names for crops and weeds throughout the text. Following the first mention of a plant's common name place the WSSA approved scientific name for that weed in parenthesis behind the common name. Do not put scientific names for weeds in the title of your abstract. 3) Always minimize the use of trade names unless it is an abstract describing the initial evaluations of a new product offering or if multiple formulations of nearly identical herbicide products are being evaluated in the described study. 4) Please try to be consistent with your colleagues in the naming of your institute or business. For example, some may refer to a certain university as "Virginia Tech" or "Virginia Polytechnic Institute and State University". Last year I tried to standardize everyone based on what the majority of people named the institute or business, so whatever you decide as a group is fine all I ask for is your assistance in maintaining consistency.