

Author instructions for the 22nd Australian weeds conference: Paper format

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Summary Two files have been prepared to assist authors preparing papers for the 22AWC - Australian Weeds Conference. This file (22AWC Full paper guidelines) provides author instructions. The other (22AWC Full paper template) has been formatted so that you can type into each section and produce the output required for the proceedings. These files have been prepared in Microsoft Word.

It is permissible to use a second paragraph in the abstract.

Keywords Conference, papers, author instructions, formats.

INTRODUCTION

These instructions are presented in the standard format required for proceedings of Australasian Weeds Conferences. This method of presentation has been designed to simplify the preparation of papers for this conference. Enter your text into the document "22AWC Full paper template" where indicated and the formatting will be automatic. Rename the document with your abstract ID number and surname (e.g. 054Jones.doc).

Page dimensions are 173 × 240 mm, margins are: top 17, bottom 18 mm, inside 20 mm and outside 14 mm. Headers and footers will be included when the proceedings are typeset. Type font is TrueType Times New Roman 9 point. Lines are single-spaced. Character spacing is normal. Please do not alter these parameters.

Please keep your manuscript as short and precise as possible. Manuscripts will be typeset before printing. Observe page limits, wherever possible (Table 1). Do not try to force in an extra paragraph – think of a better way of using the available space.

MATERIALS AND METHODS

Authors Please underline the author that will be presenting the paper—see example above.

Headings Headings used in this example are suggestions only. Please do not deviate too far from this pattern. For example, with first order headings, METHODS can be added to RESULTS, or RESULTS combined with DISCUSSION. In a non-scientific paper you may find it appropriate to use different headings. Second order headings are in bold and the text flows on the same line after three fixed width spaces*. Do not use headings longer than one line.

Scientific names At the first mention of a species the full scientific name and the authority must be given, e.g. annual ryegrass (*Lolium rigidum* Gaudin). The scientific name is in italics. Please use this format for all plants, animals, fungi etc. Scientific or common names can be used throughout the text i.e. *L. rigidum* or annual ryegrass, but please be consistent. If possible use preferred common names (see Shepherd *et al.* (2001) or Lazarides *et al.* (1997)).

Chemical and trade names Please use the standard common names of chemicals (active ingredients) where possible, starting with a lower-case character (e.g. glyphosate). When it is necessary to use the tradename the first letter should be upper-case (e.g. Roundup™). Indicate trademark or registered name at first mention. Do not give full chemical names unless it is necessary for clarity. Herbicide rates should be based on the active ingredient, e.g. glyphosate at 20 g a.i. ha⁻¹ (as Roundup) or where trade product rates are used, identify the concentrations of active ingredients in the trade product.

Numbers In the text use words for integers less than 10 unless followed by an abbreviated unit, e.g. three years, 5 cm, 5 L ha⁻¹, 4 mL, 1245 seeds. Please use the format 123 L ha⁻¹ rather than 123 L/ha. Use standard SI nomenclature and units. Use

the en dash between all numerals, i.e. 1–123 ha in the main document text and in the references

RESULTS

Tables and figures Results should be supported with any necessary statistical analyses. Tables must be numbered consecutively in Arabic numerals and must fall within the page margins.

Unless formally advised otherwise, your paper is a standard submitted paper, which must be no longer than four pages if possible (Table 1). Please do not change either fonts or the standard layout to fit excessive content into the set page limit.

Table 1. Page limits for the proceedings of the Fifteenth Australian Weeds Conference. This is an example of the format required for tables.

Treatment	Platform ^A	Poster
Keynote papers	8	–
Invited papers	6	–
Submitted papers	4	4
LSD (p<0.05)	na	na

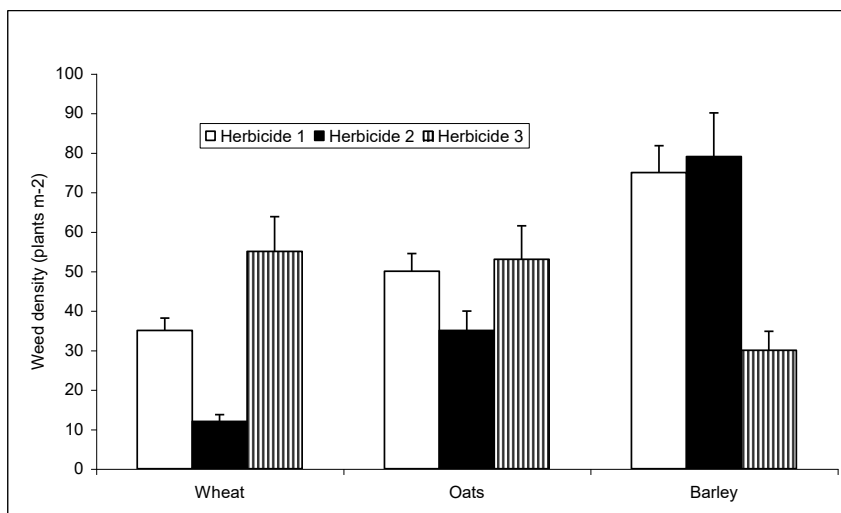
^A This is an example. Leave an extra line before commencing with the body of the text.

If using a table editor please place one item only in each cell (Table 1). Tables or figures may be set at column width, 1.3 times column width or full width if desired.

Figures must also be numbered consecutively in Arabic numerals and must fall within the page margins. Please supply figures as vector graphics (e.g. .eps, .wmf etc). Bitmapped images (.tif, .jpg etc) do not reproduce well. If these images were prepared using Microsoft Excel then the Excel files will be fine.

We may find it necessary to redraw your figures. Please include an additional clearly marked data set so that we can do so if required.

Figure 1. Effect of three herbicide treatments on total weed density in three cereal crops. Each column is the mean of five replicates (standard error bars shown).



DISCUSSION

References Within the text of your paper refer to authors as Smith (1992), or (Smith 1992), or Smith and Brown (1993). With three or more authors use Smith *et al.* (1994) and where multiple authors are being quoted order by date (Zadoks 1976, Smith 1992, Smith and Brown 1993, Smith *et al.* 1994).

Use the following format if there are two references that may otherwise be confused (Smith and Jones 2013a, b). Follow the format below for reference lists. Always avoid excessive references and use key references only.

Internet links Please supply the full unedited link in the references text and cite as follows in the main document text, abbreviating if necessary (NSW DPI 2017). Do not insert spaces, hyphens or anything else to improve text flow. Doing so will destroy the link. We will fix text flow in the final document.

* Footnote: a fixed width space is created using (Shift+Control+spacebar) and may be indicated in the text as a small circle.

ACKNOWLEDGMENTS

Enter acknowledgments text here if required.

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