

**Title of paper centered, use 14 point, bold Times New Roman font, top line 1 inch below upper margin<sup>1</sup>**

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Additional Key Words: proceedings, instructions. (Note: key words **are in addition** to those appearing in the title.)

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<sup>1</sup>Paper was presented at the 2008 “Incorporating Geospatial Technologies into SMCRA Business Processes”, March 25 - 27, 2008, Atlanta, GA.

<sup>2</sup>Identification of author should include full name, position title, name of employing agency, city, state (abbreviated), and zip code and country if not the U.S. For example: <sup>2</sup>John J. Doe is Assistant Professor of English, Syracuse University, Syracuse NY 13210. **Do not use** multiple superscripts (e.g. 3, 4) for additional authors, but list them as separate paragraphs under the first author. Shortened addresses may be used when the additional authors are at the same location.

## Introduction

Several features of the requested format are of utmost importance in the preparation of your manuscript to assure quality and professional appearance of the final publication product. The sections that follow were prepared to show examples that may be used as a guide as you prepare your draft and final copy of your manuscript. The electronic copy or copy on the disc of the manuscript should be test printed by the author. Please send all electronic submissions to [bwinters@osmre.gov](mailto:bwinters@osmre.gov) for review. Near the deadline dates, I will keep my computer turned on to automatically download files as these mail boxes have a 10 megabyte size limit.

## Manuscript Preparation

### Preparing the Paper

The body of the manuscript should also be 12 point, Times Roman, single column but use a **1.5-space format**; include a 1.5 space between paragraphs and headings. Use margins of 1 inch on all sides and fully justified. Use 2 spaces to separate sentences within a paragraph and indent paragraphs **0.25 inch**. If you chose to send two hard copies for editing purposes, please use of a high-resolution color laser or inkjet printer to prepare this hard copy.

Figures and photos may be in **color**, but avoid color in the text portion of the manuscript. The figures and/or photos should be electronically imbedded in the manuscript as “.jpg” pictures or located in an Appendix at the end of the document but please be consistent. Equations may be included as “pictures” or entered as **numbered lines or paragraphs** of the manuscript. Again, test print a copy to make sure the figures remain in the text where you want them. When the final copy is prepared for the CD, sometimes it has been necessary to move a figure or table because the editor will add page numbers at that time. Final page numbers will be assigned when the complete proceedings is assembled. **Do not number the pages on the front.**

## Format for Headings

Major headings, subheadings, and sub-subheadings are placed on the page as described below. These instructions have been prepared according to the desired format for headings.

Major headings are to be in upper and lower case letters, **bold font**, and centered as done for this example manuscript. Subheadings and Sub-subheadings should not be in a bold font.

### Subheadings

Subheadings are to be placed flush left, using upper and lower case letters. The text should follow on the next line, without extra space but with the 0.25-inch indentation.

Sub-subheadings. These headings are flush left, followed by a period, and on the same line as the following paragraph.

## Page Design

Authors should design pages so tables and figures appear as soon as possible after they are first mentioned, preferably as the next paragraph, **or** at the top of the next page (see examples, Table 1 and 2). Figures or photos appearing side-by-side on the same page should be the same height if possible. **However, because space is not a limiting factor on a CD, figures and photos do not have to be placed in that manner.** If full page figures are to be used, it is permissible to place all figures in an appendix after the body of the text but please be consistent with figure placement. It may be easier to accomplish figure placement by using double columns for this portion of the manuscript. A table may appear in either portrait or landscape format. If the table has only a few columns or the figure is narrow, the table or figure should be centered on the page. The margins **must be not exceed** those for a “normal” page, i.e., which includes the figure title, which should appear at the bottom of the page when it is printed.

## Figures and Captions

Photos and line drawings should be called “figures” in the text and must be cited in the text by number (e.g., Fig. 1 and Fig. 2). Figures should be numbered with Arabic numerals, with captions

Table 1. Linear correlations between logarithmic transformation of six-year mean yields and penetrometer resistance values from four reclamation treatments in Illinois (Vance et al., 1992).

Soil depth	----- Crop -----	
Segment	Corn	Soybeans
Correlation Coefficient ( $r^2$ )		
23-45 cm	-0.97*	-0.91†
45-68 cm	-0.96*	-0.99**
68-91 cm	-0.96*	-0.99**
91-112 cm	-0.96*	-0.99**
Avg. 91-112 cm	-0.98*	-0.99**

†, \*, \*\*, Statistically significant at the 0.10, 0.05, and 0.01 levels of probability, respectively.



Figure 1. Dragline in western Kentucky.



Figure 2. University of Kentucky students on a field trip in western Kentucky.

typed below each figure so that it may stand alone in the text. Figure captions should be formatted flush left with the edge of the figure and if the caption is longer than a single line, single space the caption. When necessary to have a figure in the Landscape format as opposed to portrait, line drawings must fit into the single column or page-centered format as discussed above. Original art must be submitted as “jpg” files, incorporated in the text with lettering which must be large enough to read (minimum 10 point). Slides or photos will not be accepted since the editor is not likely to have the time to scan them and produce “jpg” files. Most color copying companies have capability of doing this for you. If you have problems producing digital or “jpg” files, contact the editor well before the final date for submittal of the manuscript. See the dates in the accompanying correspondence when the reviews of the manuscripts were returned.

### Tables

Each table must be cited in the text by successive number (e.g., Table 1). Tables and text should not carry repetitive information. Tables should be numbered with Arabic numerals with the title formatted flush left with the column margin or the table edge if it is centered. The second and subsequent lines of the title should be indented 0.25 inch. Footnotes to tables should be designated symbols or numbers placed immediately below the table.

Table 2. Corn yield response to deep tillage (TLG-12 to 80 cm depth) on scraper placed mine soil (Hooks et al., 1987).

Treatment	1985	1986	Mean
	----- Yield, Mg/ha -----		
Scraper w/ TLG tillage	7.46 a†	6.21 a	6.83
Scraper no tillage	5.71 b	3.13 b	4.42
Undisturbed Stoy soil‡	5.89 b	4.26 b	5.07

† Values followed by the same letter within a year are not significantly different at  $p = 0.05$  level.

‡ Stoy soil is classified as fine-silty, mixed, mesic Aquic Hapludalfs.

### Equation Numbers

Equations that express mathematical relations should be centered in the column and numbered sequentially from the beginning of the paper. Equation numbers should be placed in parentheses at the right margin of the column:

$$bA^2 = cx \quad \dots\dots\dots(1)$$

### Scientific Units and Footnotes

With the exception of “case” studies, metric units of measure are required (e.g. Mg/ha rather than tons/Ac) in text, tables and figures. However, metric units are preferred even for these papers. If you prefer, you may include both metric and English and units, with English in ( ) immediately following the metric unit. You may use Mg/ha (tons/Ac) or Mg ha<sup>-1</sup> (tons Ac<sup>-1</sup>) unit formatting at your discretion. Make sure that all units in text, figures and tables are formatted the same. Never use a footnote when a literature citation will serve the same purpose.

### Literature Citations

Literature cited should be mentioned in the text as Francis (1978) or (Francis, 1978). Two-author citations should be cited as HacsKaylo and Gerdemann (1971), and for more than two authors use Vance et al., (1992). All references should be listed at the end of the paper in alphabetical order with the second and subsequent lines of each citation indented 0.25 inch. Make sure to check your text against your Literature Cited section to ensure that all references are cited properly and that all citations actually appear in the text, tables or figures.

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### Acknowledgements

All acknowledgements, including those regarding funding sources must be included at the end of the paper, not in the footnotes section, immediately before the Literature Cited section.

### Literature Cited

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