



BEAN IMPROVEMENT COOPERATIVE

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DATE: January 4, 2012

TO: Members of the Bean Improvement Cooperative - BIC

FROM: Dr. Phillip Miklas, President

2011 BIC meeting reports: Participants at the 2011 BIC meeting in San Juan, PR, who made presentations (talk or poster) are asked to submit 2-page reports for each presentation to Dr. James Beaver james.s.beaver@gmail.com for inclusion in the Meeting Section of the 2012 report. Please follow guidelines below for completion of the reports. These reports are due Jan 24, 2012.

For 2012 Research Notes: Submission of 2-page reports is requested by Feb 24, 2012 for inclusion in the next 2012 BIC Annual Report (Vol. 55). Reports, notes and other items concerned with research on *Phaseolus* species should be submitted **electronically**, as an e-mail attachment to: phil.miklas@ars.usda.gov. Only electronic copies will be accepted. An original hard copy is **NOT** required. Notes should be of general interest to BIC members; thus local variety, fertilizer or other legume results are not suitable due to BIC space limitations.

- ♣ **Each BIC member** can submit **two, 2-page** research reports, exclusive of news items, germplasm releases, or biennial meeting proceedings. [Additional 2-page reports may be submitted at the rate of US \$25/report, with payment included.]
- ♣ 2-page reports must be **single-spaced**, typed on 8.5 by 11 inch **letter size**. (**Not A4 paper**) with **1-inch wide margins** on all sides. Please use **12-point font size, Times New Roman**. All reports must be limited to 2-pages or will be returned to the author.
- ♣ All tables, graphs and figures must fit within the 2-page limit and size format. If tables and figures are not in MS Word format they may not be reproduced accurately. Metric units are preferred.
- ♣ Center the title at the top of the page, and include authors' names, institution or company, and address beneath the title.
- ☐ **Please submit the electronic copy of your report as an e-mail attachment to:** phil.miklas@ars.usda.gov and use MS Word (**No pdf. files**). All e-mail submissions will be acknowledged and no hard copy will be required. If you do not receive an acknowledgment within 10 days, please resubmit your report.
- ☐ Faxed copies of reports are **not acceptable** for publication.
- ☐ To further reduce costs and mailings, future notifications of dates and deadlines for the BIC report will be posted on **BIC web page** <http://www.css.msu.edu/bic/>
Please consult the page for updates as new information is posted when it becomes available.