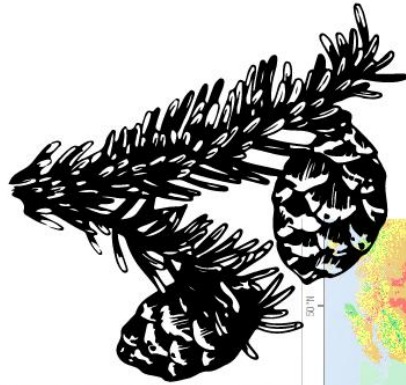


# Content Guidelines for the Tree Seed Working Group News Bulletin



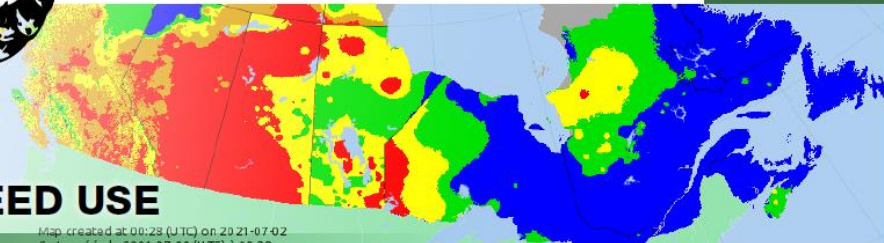
## Tree Seed Working Group News Bulletin

Canadian Forest Genetics Association  
*L'Association canadienne de génétique forestière*

# 71

October  
2021

### MAXIMIZING SEED USE



## About Us

The Canadian Forest Genetics Association (CFGA) has a Tree Seed Working Group (TSWG) that has been active since 1983. The Tree Seed Working Group also hosts a Tree Seed Workshop at the biennial CFGA meeting.

The group publishes a free electronic news bulletin on a selected theme biannually. Members are mainly from Canada, but there are some from the United States, Europe and a handful of other countries. The bulletin has been continuously provided to Library and Archives Canada and selected articles from federal scientists are archived through Canadian Forest Service Publications.

The Tree Seed Working Group has four objectives on promoting tree seed science and technology through:

- Seed research from bud initiation to seed use
- Identification of seed problems relating to tree improvement and forest management
- Exchange of information on seed related problems
- Advising on implementation practices

We welcome any comments, suggestions and article submissions and will solicit active, subscribing members for content. Submissions may be edited for length. Authors are responsible for the accuracy of the material in submitted content. The mention of commercial products in this publication is solely for the information of the reader, and endorsement is not intended by the Canadian Forest Genetics Association (CFGA).

### 1. TSWG Chair (since 2000)

Dave Kolotelo, RPF, BC Tree Seed Centre: [Dave.Kolotelo@gov.bc.ca](mailto:Dave.Kolotelo@gov.bc.ca)  
Office phone: 778-609-2001

### 2. TSWG Editor (since 2016)

Melissa Spearing, National Tree Seed Centre, Canadian Forest Service:  
[Melissa.spearing@nrcan-rncan.gc.ca](mailto:Melissa.spearing@nrcan-rncan.gc.ca) ; cell phone 416-909-9755

# Content Guidelines for the Tree Seed Working Group News Bulletin

## Publication Timelines

We endeavour to publish twice a year, no later than the end of July and December each year. Deadlines are typically requested 6-8 weeks in advance, but members are welcome to send the Chair or Editor relevant content at any time. Deadlines will be communicated either directly with solicited authors or through the TSWG Google Groups mailing list.

Please note the Bulletin has long been compiled and published with in-kind resources and time, and does not have dedicated staff, business or advertising funding at this time.

## Types of Content

### 1. Chair and Editor Updates

The TSWG Chair opens each issue with an Armchair report from their perspective, news and updates from the last issue. The Editor(s) follows with any additional news and review of the current issue. Upcoming themes can be proposed or set by the Chair and Editor(s) or solicited from Members.

### 2. Member News

For any issue, any member can submit updates on (barely changed from the founding TSWG 1983 No. 1 Editorial note from then-Chair Ben Wang):

- **Career milestones and new appointments**
- **Retirements**
- **Memorial notices**
- **News on local or regional projects** that might not receive national attention, operational program milestones and new capacity
- **Research publication (yours and your students)** - abstracts might be included, research papers you have seen, especially ones that might not be readily available everywhere
- **Editorials** - these need not be from your Editor (he is already overworked), but should be confined to major areas
- **Problems** - cannot find a particular piece of equipment? Stuck with a problem in the lab, the seed orchard, nursery? Ask for help.
- Use your imagination - but PLEASE write!

Photos accompanying members news should include full names of individuals, dates, species and institutional acronyms spelled out in full.

When key dates are short notice, contact the Editor about inclusion or post directly to Membership by sending an email to [tswgcanada@googlegroups.com](mailto:tswgcanada@googlegroups.com).

### 3. Themed Articles

TSWG Chair and Editor propose themes in advance and solicit or request articles themed towards the topic. Content can be based on academic or operational research, experience or reviews of tree-seed related literature.

# Content Guidelines for the Tree Seed Working Group News Bulletin

**Format:** Google Docs, Microsoft Word or Word-compatible files are preferred but PDFs with selectable text and images are accepted as well.

**Length:** 800-1,500 words not including references is typical (articles up to 3,000 words will be accepted on occasion / theme / topic).

**Figures and Tables:** Figures (illustrations, photos, diagrams, maps, graphs, etc) and tables are preferred as numbered separate files rather than embedded in the text. If they must be embedded, make them as large as possible (full page width). Current News Bulletin column dimensions should have text and legends readable at either 3.5625" or 7.3725" width (maximum height 9.25"). Photos should be at least 150 DPI and in focus.

Tables should use standard fonts and be designed without extra blank spaces or fields. They should be clearly captioned/footnoted and easy to read standing on their own. Files are best provided separately in Excel, Word or Google Sheets and Table number referenced in text; editors will make changes only as needed.

Please include figure captions in the article, along with citation in text. The Editor will do the best to place figures and tables shortly after the in-text reference.

**References / Citation Style:** Authors are responsible for accurate citations. We prefer Name Date styles and reference lists in Alphabetical-Year order, i.e., Chicago (17<sup>th</sup> ed), Canadian Journal of Forest Research. Do not include footnotes in the reference list.

**Species Nomenclature:** For broader readership and understanding, cite or list a table of current accepted scientific names (check vascular plants at <http://floranorthamerica.org> or <https://powo.science.kew.org/>). Common names and jurisdictional shortform codes may then be used.

## 4. Book Reviews

Significant tree-seed and improvement related book releases dates and overview of the contents are welcomed, especially those published by or with contributions from our membership. Reviews or errata of existing publications also valuable for readers.

Please provide full author names, edition, ISBN number, and any special ordering information if release is exclusive or hard to find.

## 5. Events & Training Courses

When dates or registration details are known at least six months in advance, the Bulletin is a great place to post about tree seed-related conferences, seminars, short courses and training events. Please distinguish calls for abstracts, registration deadlines and actual event dates.

When dates are within six months, contact the Editor about News Bulletin inclusion or active members can post information directly to our mailing list with an email to [tswgcanada@googlegroups.com](mailto:tswgcanada@googlegroups.com).

# Content Guidelines for the Tree Seed Working Group News Bulletin

## 6. Job Postings

These can be included in the Bulletin if posting will remain active for a few months close to publication, but otherwise, it may be best to post directly to the listserv with an email to [tswgcanada@googlegroups.com](mailto:tswgcanada@googlegroups.com).

## 7. Recent Publications

The TSWG supports the inclusion of peer-reviewed articles and additional grey literature of interest to members (anything with a DOI, policy, working and whitepapers, annual reports, theses/dissertations, web tools, new software, databases, etc).

Please send the information at any time to the Editor or Chair or active members can post information directly to our mailing list [tswgcanada@googlegroups.com](mailto:tswgcanada@googlegroups.com).

## 8. Issues with the TSWG Google Groups

Contact the Editor for issues joining or using the CFGA or TSWG Google Groups mailing lists. Primary issues may be resolved by:

1. Using the Help FAQ: <https://support.google.com/groups/>
2. If you have requested or are an active member:
  - a. Check your Spam or Junk mail folder for our invite or direct add notification.
  - b. Add [tswgcanada@googlegroups.com](mailto:tswgcanada@googlegroups.com) as a favourite contact. If your email was used prior to 2014, your email server may be filtering messages out due to opt-in [CASL legislation](#). Gmail accounts work best.