

### Guidelines for Preparation of Publication and Other Creative Efforts Lists

The following guidelines are provided for the purpose of assuring the best possible presentation of material for evaluation.

1. Items in the lists of publications, concerts, exhibits, or other creative efforts are each assigned a permanent number and should be peer reviewed/refereed.

The term "peer reviewed/refereed" refers to publications/creative efforts that have been subject to critical review, i.e., works of art or literature analyzed with knowledge and propriety and the merits and demerits of these works considered and judged accordingly. This applies to conference or symposia proceedings and book chapters as well as journal articles.

We depend upon the judgment of departmental peers and faculty review committees in evaluating the quality of a research record. Faculty closest to the discipline are best able to advise on the extent to which published articles have been subject to peer review.

2. Papers and books are listed separately under the following categories: (a) published; (b) in press; (c) submitted; and (d) in preparation.

The term "in press" designates works that have been accepted for publication without revision. Each in press item should indicate the journal or publisher and when it is to appear in published form. A copy of the letter of acceptance should be attached to the publication list.

3. The complete unabbreviated names of journals or publishing firms for books are indicated.
4. Abstracts, reviews, and reports having limited distribution are designated and listed separately from works covered in items 1 and 2 above.

"Limited distribution" refers primarily to preliminary reports of research findings (e.g., annual or progress reports to governmental agencies or commissions; titles of invited talks and lectures; "in-house" publications), which often are presented to a small audience.

5. Lectures, oral presentations, papers presented at meetings, and seminars are so identified. (Those covering material simultaneously or subsequently published should be identified with the appropriate publication.)
6. Authorship is clearly indicated, with the exact order of all authors being given; for events in the creative arts, the candidate's contribution is precisely defined.
7. Complete pagination and the year of publication is provided.
8. The relationship of any publications to the doctoral dissertation or postdoctoral work is noted.

Sample lists for publications, in press items, abstracts, and grants are presented on the following pages. In addition to these lists, separate lists should be prepared for the following items:

- Papers submitted for publication
- Papers in preparation
- Reviews

- Limited distribution items
- Reports

### Sample Lists

#### List of Publications (Candidate's Name)

1. 1963 (Candidate's name). Electron microscopy of the Vovocaceae and Astrephomenaceae. *American Journal of Botany* 50:280-300.
2. 1963 \_\_\_\_\_. Electron-microscopic demonstration of plastids in *Polytoma*. *Journal of Protozoology* 10:333-339.
3. 1963 \_\_\_\_\_. An additional ultrastructural component of flagella. *Journal of Cell Biology* 19:631-634.
4. 1965 \_\_\_\_\_. Electron microscopic study of heterocyst development in *Anabaena azollae* Strasburger.
5. 1965 Lembi, C. A. and \_\_\_\_\_. Electron microscopy of *Carteria* and *Chlamydomonas*. *American Journal of Botany* 52:464-477.
6. 1967 \_\_\_\_\_ and P. M. M. Rae. Structures in a blue-green alga resembling prolamellar bodies. *Protoplasma* 64:67-74.
7. 1968 \_\_\_\_\_. Electron microscopic studies of extraplastidic estaxanthin in *Haematococcus*. *Journal of Phycology* 4:12-19.
8. 1968 Miller, M. M. and \_\_\_\_\_. The fine structure of akinete formation and germination in *Cylindrospermum*. *Archiv Fur Mikrobiologie* 60:303-313.
9. 1968 \_\_\_\_\_. The fine structure of blue-green algae. *Annual Review of Microbiology* 22:15-46.
10. 1968 \_\_\_\_\_. The ultrastructure of blue-green algae, p. 235-248. In D. H. Jackson (Ed.), *Algae, Man and the Environment*, Syracuse University Press, New York.
11. 1968 Pantastico, J. B. and \_\_\_\_\_. Electron microscopic studies on the vegetative apex of *Chara braunii* Gm. II. Dictyosomes and endoplasmic reticulum. *Philippine Agriculturist* 42:458-476.
12. 1969 \_\_\_\_\_ and K. A. Fisher. Variation in the fixation image of "structured granules" in *Anabaena*. *Archiv Fur Mikrobiologie* 67:173-181.
13. 1971 Miller, M. M. and \_\_\_\_\_. The effect of aging on thylakoid configuration and granular inclusions in *Gleotrichia*, p. 53-58. In R. M. Brown, Jr. and B. C. Parker (Eds.), *Contributions in Phycology*.

In Press  
(Candidate's Name)

1. Chapman, R. L. and \_\_\_\_\_. Virus-like particles and nuclear inclusions in the red alga *Porphyridium purpureum* (Bory) Brew et Ross. *Journal of Phycology* 9. 1980.
2. \_\_\_\_\_ and B. A. Whitton. Arrangement and structure of thylakoids, Chapter 3, p. 66-79. In H. G. Carr and B. A. Whitton (Eds.), *The Blue-green Algae*. Blackwell Scientific Publications, Oxford. 1980.
3. \_\_\_\_\_. Cellular differentiation in blue-green algae. In T. V. Desikachary (Ed.), *Proceedings of the First International Symposium on Taxonomy and Biology of Blue-green Algae*, Madras, India. 1980.

Abstracts  
(Candidate's Name)

1. 1961 \_\_\_\_\_. The ultrastructure of *Astrephomene*. *Proceedings of the Indiana Academic of Sciences* 71.
2. 1961 \_\_\_\_\_. The comparative ultrastructure of the *Volvocaceae*. *Phycological News Bulletin* 14:5.
3. 1961 Stein, J. R. and \_\_\_\_\_. Cytoplasmic connections in *Gonium* (Volvocales). *Journal of Protozoology* 8:9.
4. 1962 \_\_\_\_\_ and P. W. Cook. Ultrastructure and pigment analysis of *Polytoma*. *American Journal of Botany* 49:672.
5. 1963 \_\_\_\_\_. Additional ultrastructural components of flagella. *Journal of Protozoology* 10:23.
6. 1964 \_\_\_\_\_ and D. E. Seaman. Ultrastructural effects of herbicides on *Lemna* and *Azolla*. *American Journal of Botany* 51:671.
7. 1965 \_\_\_\_\_. The ultrastructure of *Mesotaenium* and its relation to chloroplast rotation. *American Journal of Botany* 52:642.
8. 1965 Madsen, M. J. and \_\_\_\_\_. The fine structure of the vegetative cells, akinete and heterocyst in *Gloeotrichia*. *American Journal of Botany* 52:641.
9. 1967 \_\_\_\_\_. Electron microscopic studies of the extraplastidic astaxanthin in *Haematococcus*. *Journal of Phycology* 3(Suppl.):3.
10. 1970 \_\_\_\_\_ and A. E. Walsby. Recent fine structure studies on *Anabaena*. *British Phycological Journal* 5:269.
11. 1971 \_\_\_\_\_. Ultrastructure of the heterocyst polar region. *Journal of Phycology* 7(Suppl.):9.

12. 1971 Chapman, R. L., M. R. Chapman and \_\_\_\_\_. An ultrastructural study of the nucleus in Porphyridium. Journal of Phycology 7(Suppl.):3.

List of Grants  
(Candidate's Name)

1. TITLE: The Structure of Vegetative Cells in Gleotrichia

AGENCY: National Science Foundation

AMOUNT: \$60,330

DATES: 1990-1992

CO-PI: G. Bull and N. Small

STATUS: Active