



TO: Science Leaders and Student Researchers  
FROM: Susan Booth, VJAS Director  
DATE: October 2008  
RE: Virginia Junior Academy of Science (VJAS)

The Virginia Junior Academy of Science is ranked as one of the top three Junior Academies in the Nation and we are urging you and your students to participate in scientific research this school year. Please involve your students in this program of scientific excellence.

Take a few minutes to visit our website at [www.vjas.org](http://www.vjas.org) and download the handbook. There you will obtain the latest up-to-date information:

-Membership Forms

-Schedule of Due Dates

Papers are due Monday, March 2, 2009.

All due dates are listed in the section containing the "Cover" of the Handbook.

-Research Grant Applications

Money is available, but there have been very few applicants in recent years.

-Mentorship Criteria

-Special Awards

We are looking forward to seeing you at Virginia Commonwealth University in Richmond, May 26-28, 2009. If you have any questions then please contact us at [vas@smv.org](mailto:vas@smv.org) (VJAS office/administrative assistant) or [susanscience@msn.com](mailto:susanscience@msn.com) (VJAS Director).

To: All Teachers and Students

From: Director and Administrative Assistant

If you have already looked at the 2008-2009 Handbook you will notice that two of the deadlines are different this year. Membership is due December 31 and papers are due Friday, February 29. Mailed papers must be postmarked no later than February 29.

The membership deadline is being returned to the December 31 deadline as it has been for many years until last year. We hoped with the later deadline last year of Feb. 22 it would give the teachers more time to determine the student participation so that only those to participate would be paying all dues by Feb. 22. Well, it didn't seem to make any difference in that by the due date of papers on March 1 some student dues were not paid and too many schools (at least 10) had not paid any dues. VJAS should not have to "go after" dues from anyone. The deadline is December 31 for schools and students. After Dec. 31 student dues are \$15 and must be paid by March 1. All dues should be paid in order to continue with the paper process. We don't want to have to start disqualifying all papers from a school because some dues are not paid. We'd like to remind you that we are a non-profit organization and rely on the dues and the meeting proceeds to carry VJAS through the following year. Please stick to the deadlines.

On page 7 of the Handbook it states that not all sources can be electronic. There should be a minimum of 3 non-website references.

In editing papers for the *VJAS Proceedings* we continue to find many errors in regards to Literature Cited. Remember we are using Literature Cited NOT a Bibliography. All citations should be listed in Literature Cited and all listed in Literature Cited must be cited in the text at least once. All authors are to be listed in Literature Cited. Et al. is used only in the text citation if there are three or more authors. In the text citation the last name of the author is followed by a comma then the year. Do not include page numbers. In Literature Cited parentheses are not needed around the year of publication. Also, the list of citations are not numbered but listed alphabetically by the author's last name. Also, **DO NOT PUT CITATIONS IN THE ABSTRACT.**

Please use the parts of the paper as outlined in the Handbook. They are Abstract, Introduction, Methods and Materials, Results, Discussion and Conclusions, and Literature Cited. Acknowledgments and Appendices follow.

Raw data is not necessarily needed in the Appendices if it was used to make graphs and charts. If you add your raw data in the appendices put it last so that if the editors feel it isn't needed it can be deleted without causing problems with numbering appendices.

The written papers have really improved over the last few years, but by following these suggestions, they will be even better. To help you write a better paper, there is a VJAS Style Manual on our web site.