



## **Meeting Announcement and Call for Papers**

5<sup>th</sup> Annual MIDWEST BAT WORKING GROUP Meeting

Direct all questions to Tim Carter  
[tcarter@bsu.edu](mailto:tcarter@bsu.edu) or 765-285-8842

### **Meeting Host**

**Tim Carter**  
Ball State University  
Department of Biology  
Muncie, IN 47306-0440

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**LOCATION: Ball State University, Alumni Center**  
**DATES: April 4-5, 2013**

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### **DUES AND REGISTRATION: *deadline for registration by mail is March 15, 2013.***

- Membership dues are **\$15 for students** and **\$25 for professionals**
- Registration fee is **\$35 for students** and **\$50 for professionals**.
- When paying your registration fee and/or dues, please complete the attached form (also available at [www.mwbwg.org](http://www.mwbwg.org)).
- If paying by check or money order, mail registration/dues form and payment to Brianne Walters, Department of Biology, Indiana State University, 600 Chestnut Street, Terre Haute, IN 47809. Checks should be made out to MWBWG.
- Payment by credit card (Visa or Mastercard) only is accepted online at <http://store.batconservation.org/mwbwg.aspx>. If you pay online, please send the registration/dues form by postal mail or e-mail to Brianne ([brianne.walters@indstate.edu](mailto:brianne.walters@indstate.edu)).

**VENUE:** the meeting will be held at the Ball State University Alumni Center. The Google map coordinates are 40.214667,-85.418291. The website for the Alumni Center is <http://cms.bsu.edu/about/administrativeoffices/alumni/aboutus/alumnicenter>

### **ORAL PRESENTATIONS AND POSTERS:**

***Abstracts accepted until 15 March 2013.***

- Poster and oral presentations should focus on bats and bat ecology
- 15 minutes will be allotted for each oral presentation.
- Submit abstracts electronically in Microsoft Word format to: [mwbwg1@gmail.com](mailto:mwbwg1@gmail.com)
- Indicate whether you will make an oral or poster presentation and underline the name of the presenter in the abstract.
- Follow format and content of the abstract example below or on the MWBWG web site.

**STUDENT COMPETITIONS:** *To be eligible, indicate student status when you submit the abstract.*

- Best Student Oral Presentation Award
- Best Student Poster Award

## TRAVEL

- **Directions:** Park in the visitor's lot (Lot C7-G and G14-Y) in Section C-2 and C-3 of the attached campus map. The meeting will be held in the Alumni Center (labeled #5 on the map) in section D-2 of the attached map. You will receive a parking tag for your car at the registration desk.
  - **From West, South or North:** Take I-69 North to exit #241. Go east on 332 (**McGalliard Rd**) toward Muncie for 7.6 miles. Turn right (south) at the light just before the stadium on **Tillotson Ave**. Turn left at the next light (**Bethel Ave**). Take the first left into the Alumni Center. Parking is to the rear of the building next to the Stadium.
  - **From East:** Take I-70 west to exit **149B** to merge onto **IN-38 W/US-35 N** toward **Muncie**. Continue to follow US-35 N for 33.7 miles. Take right onto entrance ramp for **IN-3 N/IN-67 N/US-35 N/Muncie Bypass** toward Portland. Take the bypass for 4.7 miles and turn left onto **McGalliard Rd**. Go 4 miles and left (south) at the light just after the stadium on **Tillotson Ave**. Turn left at the next light (**Bethel Ave**). Take the first left into the Alumni Center. Parking is to the rear of the building next to the Stadium.
- **Flights:** The closest airport is Indianapolis, IN (international airport; 77 miles).

**LODGING and MEALS:** *Discounted Conference sleeping room rates expire March 4, 2013. Be sure and book your room prior to that date to receive the special conference rate.*

- We have a block of rooms at the Holiday Inn Express for April 4<sup>th</sup>. Discounted conference room rate is \$80+taxes (single or double). Book your room between now and 4 March 2013 by calling and requesting the room block for Midwest Bat Working Group (group code is BWG): **1-765-289-4678**. The Holiday Inn Express is 1.2 miles from the Alumni Center (see direction below).
- A variety of restaurants are available close to the Alumni Center and the Hotel and we will provide a list in your registration packet.
- **Directions from Hotel to Alumni Center:** Exit the hotel parking lot and turn **right**. At the stop sign turn **right** toward the traffic light. Go **straight** through the light. Turn **left** at the stop sign and continue down Bethel Ave about 1 mile. Go **straight** through the traffic light at Tillotson Ave. Take the first **left** into the Alumni Center. Parking is to the rear of the building next to the Stadium.

**CONFERENCE INFORMATION:** Check [www.mwbbwg.org](http://www.mwbbwg.org) for forms and updates.

**CONFERENCE CONTENT – See “Preliminary Schedule” below for times**

## **PRELIMINARY SCHEDULE**

(Subject to change)

### **Day 1 – April 4<sup>th</sup>**

8-10am – Registration and Breakfast

10am-12:30pm – Session

12:30-2pm – Lunch (on your own)

2-3:30pm – Session

3:30-3:45pm – Break

3:45 – 5 or 5:30pm – Session

7-10pm – Social at Alumni Center (cash bar and hors d’oeuvres)

### **Day 2 – April 5<sup>th</sup>**

7- 8:30am – Board Meeting

8 – 10:30am – Poster Session

Registration and Breakfast

10:30 am - 12pm – Session

12:00-1:30pm – Lunch

1:30-3:30pm – Session

3:30-3:45 – Break

3:45 – 5 or 5:30 – Session (this is only necessary if we have a large number of talks submitted)

**\*Note: This schedule is generalized and provided to help plan your travel. The final agenda will be available in late March after all abstracts have been received and processed.**



## Registration/Dues Form

### 5th annual MIDWEST BAT WORKING GROUP Meeting Ball State University, Muncie, IN, April 4-5, 2013

Name (as you want it on your nametag): \_\_\_\_\_

Affiliation: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ ZIP \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Are you willing to be a Student Oral Presentation Competition Judge? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you willing to be a Student Poster Presentation Competition Judge? Yes \_\_\_\_\_ No \_\_\_\_\_

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Payment Method (Check one) - Credit Card (online) \_\_\_\_\_ Check \_\_\_\_\_

(Credit card payments online at <http://store.batconservation.org/mwbwg.aspx>)

Make checks payable to **MWBWG** or **Midwest Bat Working Group**

Fee Type	Professional	Student	AMOUNT PAID
Early Registration (by March 15, 2013)	\$50.00	\$35.00	
MWBWG Annual Dues (April 2013 – April 2014)	\$25.00	\$15.00	
Donation to Student Award Fund	Fill in any donation at right		
TOTAL	Fill in TOTAL at right		

Mail completed registration form and payment to:

Brianne Walters, Indiana State University, Dept of Biology, 600 Chestnut St., Terre Haute, IN 47809  
(credit card payments please e-mail registration information to [brianne.walters@indstate.edu](mailto:brianne.walters@indstate.edu))

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**Presentations and Posters (Abstracts will be accepted until 15 March 2013).**

Submit abstracts and complete authorship information electronically in Microsoft Word format to:  
[mwbwg1@gmail.com](mailto:mwbwg1@gmail.com) using the format described below and at [www.mwbwg.org](http://www.mwbwg.org)

Please indicate if you intend to present an **Oral Presentation** or **Poster Presentation**

If the presenter is a student, do you wish to compete for the student awards? (yes or no)

## INSTRUCTIONS FOR PREPARATION AND SUBMISSION OF ABSTRACTS

Abstracts for presentation will be accepted until **March 15, 2013**. Abstracts should be < 300 words and include name, organization, and address of authors, title, study justification, objectives, brief methods, summarized results, and discussion of results.

Submit abstracts electronically in Microsoft Word format to [mwbwg1@gmail.com](mailto:mwbwg1@gmail.com). Underline the name of the author that will be presenting the paper. A total of 15 minutes will be allotted for presentations, including time for answering questions (12+3min). **All oral presentations must be in Microsoft PowerPoint.** Early submission of presentations via e-mail is strongly encouraged and will be accepted until 5:00 pm on 2 April, 2013. Presentations must be brought on flash/thumb drive and must be loaded on conference computers by the morning of your talk.

Follow the format guidelines below when preparing your abstract (see example below):

- Title should be in all capital letters, bold, and centered at the top of the page
- Include names and current addresses of authors after the title
- Italicize addresses of authors
- Underline the name of the presenter
- Use 12 point Times New Roman font
- Use 1-inch margins on all sides
- Left justify authors and text only

### **ALLEGHENY WOODRAT (*NEOTOMA MAGISTER*) HABITAT CHARACTERISTICS IN VIRGINIA**

Michael T. Mengak, Steven B. Castleberry, and W. Mark Ford. *D. B. Warnell School of Forest Resources, University of Georgia, Athens, GA 30602 (MTM, SBC); USDA Forest Service, Northern Research Station, Newtown Square, PA (WMF)*

### **GUIDELINES FOR PREPARATION OF POSTERS**

- A. Should be no larger than 48 inches tall x 36 inches wide.
- B. Should be readable from a distance of 2 meters.
- C. Title should be capitalized with lettering **at least** 2 cm high (e.g. 72 pt).
- D. Authors and institutional affiliations should be in upper- and lower-case lettering **at least** 11 mm high (e.g. 42 pt).
- E. Text lettering should be **at least** 9 mm high (e.g. 36 pt) with a line thickness of at least 1 mm.
- F. Text for Literature Cited section can be smaller if space is limited (e.g. down to 20 pt)
- G. Information should be well organized and concisely presented. Most posters include the following sections: Abstract, Introduction, Materials and Methods, Results and Discussion, Conclusions, Literature Cited.
- H. Keep written text to a minimum (remember the rule of thumb "less is more"). "Bullets" and short phrases are effective. Consider using no more than six illustrations (large graphs, flow charts, diagrams, and photographs). Keep captions and legends short and informative.

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**Thank you! We look forward to seeing you in Muncie, IN in April 2013!**