

Guidelines for Submitting Articles to the *Forum*

All submissions to the *Forum* must be in electronic format: e-mail, 3.5" PC-formatted disk, or PC-formatted Iomega Zip 100 disk. We prefer Microsoft Word documents, however, WordPerfect and ASCII text files are also acceptable. Please adhere to the following additional guidelines when submitting your article(s):

- ✓ E-mail submissions will only be accepted with an **ATTACHED** document file—**do not** embed the file in your e-mail as we will be unable to use it. Your e-mail program should have an option to attach a file. When e-mailing an article, also be sure to attach any graphic files as well. Artwork (images) must be separate attachments (see bullet #3).
- ✓ If you are mailing your article, please submit both a hard copy of the article(s) **AND** a disk with the article and any graphic files (TIFF, JPEG) copied onto it. Before mailing, please be sure that your article did in fact copy onto the disk.
- ✓ Any artwork, photos, or figures that are referenced in your article must be enclosed with your mailed submission or saved on the disk in either TIFF or JPEG format. Any graphics that are submitted for scanning must be clean, original copies. When scanning photos, please scan at a minimum of 150 dpi; for best output, scan at 300 dpi. Keep in mind that most figures appear no larger than 3 inches (width) in the publication, so size accordingly. (This will also reduce the size of your TIFF/JPEG file and keep it manageable.)
- ✓ Please submit clean originals and clear photos. If you need artwork, graphics, or photos returned, please supply a self-addressed, stamped envelope with your submission and they will be returned promptly.

Send your submissions to:

William M. Parsley, MD
310 East Broadway, Suite 100
Louisville, Kentucky 40202-1745

E-mail: bparsley@bellsouth.net



**Please Note: All entries will be returned if incomplete or not adhering to guidelines.*

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Upcoming Events

Following is a guide to upcoming meetings and workshops related to hair restoration. For more information, contact the appropriate sponsoring organization at the number listed. Meeting organizers are reminded that it is their responsibility to provide the *Forum* Editors with advance notice of meeting dates.

Date(s)	Venue	Sponsoring Organization(s)	Contact Information
October 9–11, 2002	ABHRS Board Review Course <i>Chicago, Illinois</i>	American Board of Hair Restoration Surgery	ABHRS Office Tel: 708-474-2600
October 10–13, 2002	10 th Annual Meeting of the ISHRS <i>Chicago, Illinois</i>	International Society of Hair Restoration Surgery	Fax: 847-330-1135 Tel: 847-330-9830; 800-444-2737
November 14–17, 2002	Hair and Scalp Pathology and Surgery Diploma—Universite Paris VI <i>Paris, France</i>	UFR de Stomatologie et de Chirurgie Maxillo-Faciale	Fax: +33 1 45 86 20 44 Tel: +33 1 42 16 12 83
January 18, 2003	ABHRS Oral and Written Exams <i>Dallas, Texas</i>	American Board of Hair Restoration Surgery	ABHRS Office Tel: 708-474-2600
October 16–19, 2003	11 th Annual Meeting of the ISHRS <i>New York, New York</i>	International Society of Hair Restoration Surgery	Fax: 847-330-1135 Tel: 847-330-9830; 800-444-2737

To Submit an Article or Letter to the *Forum* Editors

Please send submissions via a 3½" disk or e-mail, double space and use a 12 point type size. Remember to include all photos and figures referred to in your article as separate attachments (JPEG, Tiff, or Bitmap). For e-mail submissions, be sure to ATTACH your file(s)—*DO NOT* embed it in the e-mail itself. **We prefer e-mail submissions with the appropriate attachments.** Send to:

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Louisville, Kentucky 40202-1745
E-mail: bparsley@bellsouth.net

Submission deadlines: September/October, August 10; November/December, October 10.

HAIR TRANSPLANT FORUM INTERNATIONAL

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