

COOPERATIVE EXTENSION  
UNIVERSITY OF CALIFORNIA

DAVIS, CALIFORNIA 95616

REPLY TO: Pomology Department

October 4, 1982

TO: WALNUT SHORT COURSE INSTRUCTORS

FROM: *David*  
David E. Ramos  
Extension Pomologist

This year we are asking each instructor to provide a typed single space hand-out which will be given out to the course participants. We decided to do this because the Walnut Orchard Management Book will not be available for distribution at the time of the course.

Your lecture hand-out can be basically the same as the manuscript which you submitted for the book except it must be typed single space and should not include photographs. An alternative would be for you to prepare a more abbreviated version highlighting the material which you present in the lecture.

You can use your own discretion as to what is appropriate but we ask that it be an original copy on standard 8-1/2 x 11 paper with a 1-inch left margin. The title should be all caps with a double space underneath followed by your name and title/location. Send your lecture hand-out to Jim Lapsley by October 18 in order to provide enough time to assemble the material for the course. If you cannot make this deadline, we ask that you bring 200 copies of your hand-out, 3-hole punched, for distribution on the day of your presentation.

I have enclosed a copy of the program. Please look it over and let me know if there are any needed changes as soon as possible. You will note that the field trips and demonstrations are included along with the lecture schedule. Remember that the field trip talks and demonstrations must be held to 20 minutes including questions and the presentation is to be given four times as each busload of people comes to your station. Also, you are responsible for supplying any props and materials needed in the field. Give me a call if you have questions.

DER:ss  
Enclosure

P.S. Travel voucher forms will be available at the registration desk.