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If needed on a specific date, indicate when and why. (Note: NebGuides typically take six weeks to complete; other publications and CD/DVD projects may require more time due to length and complexity.)

Action plan and program need addressed: _____

Funding for Printed Projects (With multiple funding sources, indicate percentage to be charged to each.)

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Publication Status

_____ New _____ Major Revision* _____ Minor Revision* _____ Reprint* _____ Outside Purchase**

If applicable, what is the title and number of the existing publication that this publication replaces?

Should the publication listed above be removed from inventory? Yes _____ No _____

*Please attach a copy of the old publication.

**On a separate piece of paper, list name and address of publisher, cost of purchase, and person to contact when order arrives.

Type of Publication

_____ NebGuide _____ Extension Circular _____ 4-H _____ Extension Book _____ CD/DVD

Other (Please explain): _____



Indexing Information

 Keywords:

Production/Distribution Information (Publications are published only on the Internet unless otherwise specified.)

Print Print and Internet

Print quantity: _____ Three-hole punch: Yes No

Artwork: Provided Needed (Describe below.)

Photos: Enclosed Needed

Print black and white Print color

Other print or design specifications:

Reviews/Authorization

Note: All new and major revisions require a minimum of three reviewers, including at least one specialist and one extension educator.

I verify that this publication has been reviewed by the individuals listed below and their suggestions have been incorporated or considered. (Reviewer signatures are not needed.)

Author's department

Other departments; other universities;
extension educators; agencies and organizations

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