



## How To Label Insect Collections

Having insects in a collection accurately labelled and neatly displayed increases both the scientific and aesthetic value. If you display your collection at a 4-H fair judging will be based on the condition of the specimens, the mounting, labeling, attractiveness, correct number of specimens, and correct identification. See *How to Arrange Insects in the Display Case* for the correct number of specimens required for each display class. This handout is in Unit 4, Part 8 Labeling and Displaying at the link <http://oregon.4h.oregonstate.edu/projects/natural-science/entomology>.

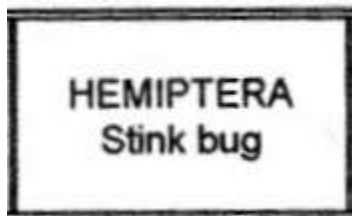
1. The finished label size should be 13/16" x 7/16". A label sheet master is included at the end of this *How to* sheet and is in Unit 4, Part 8 Labeling and Displaying at the link <http://oregon.4h.oregonstate.edu/projects/natural-science/entomology>. Use type size 6 or 7. If your computer type size drop down menu stops at 8 type the smaller number into the selection box.

2. The top label should include the following information for each specimen:

- Top Line: state collected, county collected
- Second Line: Style 1- distance to nearest town  
Style 2- GPS coordinates- size 6 font was used to keep the coordinates on one line
- Third Line Date and year
- Fourth Line First initial and last name of collector

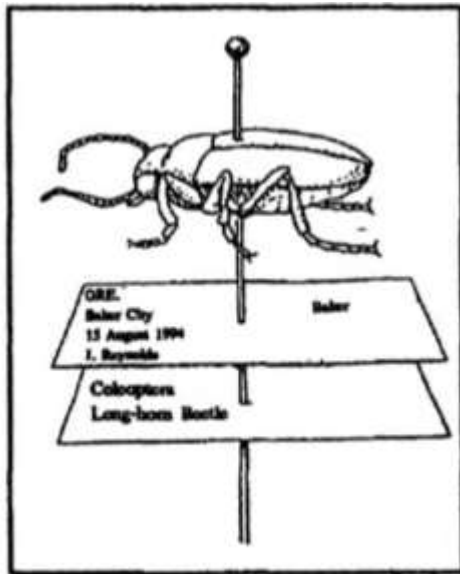
Location info style 1	OR Linn Co. 7mi E Lebanon 11 Jun 2015 C. Tye
Location info style 2	OR Linn Co. N44029' 1220 49' 11 Jun 2015 C. Tye

3. The bottom label should include the order name, sub-order if known, and common name of the insect.

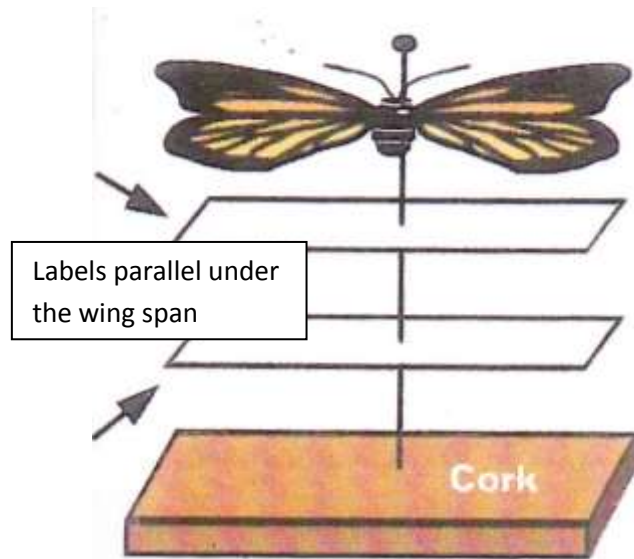


For this label the suborder Heteroptera could be added.

4. When positioned on the pin, the labels lie parallel to the long axis of the insect most of the time. The exception is when the wings of insects are spread (butterflies, moths, dragonflies, grasshopper, praying mantis, etc.) the labels lie parallel under the wings.



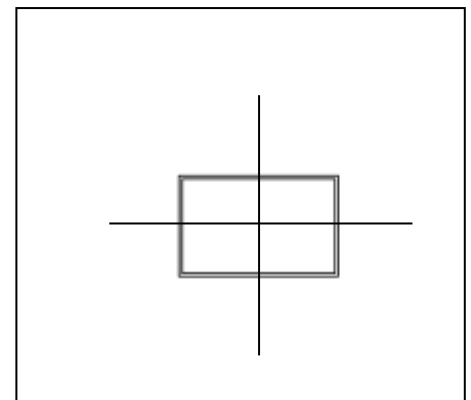
**Labels are Parallel to the Insect**



5. Beginning collectors should use a Styrofoam pinning block to position the labels at a uniform height below the insect. For placing the labels, use two separate blocks of Styrofoam with different thicknesses. The size of the Styrofoam depends on what works best for the skill of each 4-H member. Each block needs to be large enough for the 4-H member to hold on to it without damaging the insect as they are putting on the labels.

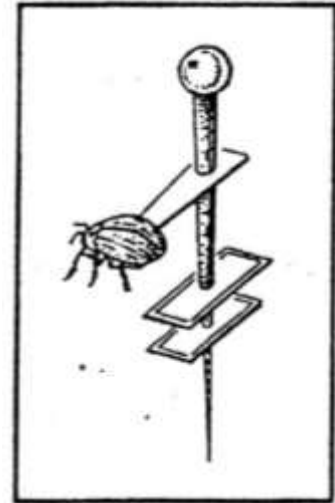
Each Styrofoam block needs to be 1/4 inch thicker than the previous piece.

- Top label placing: Styrofoam block is 1/2 inch thick.
- Bottom label placing: Styrofoam is 1/4 inch thick



The two pieces of Styrofoam are NOT to be glued together. They should provide a flat surface, at the right height, so the insect does not get damaged when the labels are pinned under it. Draw the pattern below onto each piece of the Styrofoam for labels to help 4-H members pin the labels under their insect in the correct spot.

6. Labels for pointed insects lie parallel to the long axis of the point, not the insect.



7. For insects preserved in alcohol, labels should be placed inside the vial. Labels printed by a computer can be used, as they do not run in the alcohol. The top label, containing the collector's name, should be placed printed side toward the outside of the vial, so it can be seen. The second label is placed behind the first label. The specimen will be against the white side of the second label. Type up a second set of labels and pin them next to the vial in the collection box for viewers to see the insect's information.



