

Guidelines for Student Paper Submission

Consortium for Computing Sciences in Colleges South Central Conference

SUBMISSION PROCEDURES

1. Papers are limited to 6 pages single-spaced including Bibliography/References.
2. Use default margins and font settings for Microsoft word. (The default settings are 12-point font, Times New Roman, and under page set up the margins are top-1 inch, bottom-1 inch, left-1.25 inches and right-1.25 inches.) To reset use the default button on the Microsoft word menu bar under font and margins.
3. On the first page of the paper place the title of the paper on a line by itself. On the next line(s) place the student author(s) first name then last name followed by a comma followed by university, each author/university on separate lines. If you have a faculty advisor you want to list with your paper, on the last line with the label **Faculty Advisor:** place the name of your faculty advisor and his or her university. **The faculty advisor listing is OPTIONAL.**
4. The first paragraph of your paper should be the abstract with the heading **ABSTRACT.** Separate the body of the paper from the abstract with a blank line.
5. Copy your abstract paragraph only to another file to be submitted as a separate file in addition to your paper file. Abstract files are used by the CCSC:SC Student Paper Committee to form a program from the accepted papers. Put the title of the paper on the top line of the abstract. Place the student author(s) on the next line(s) with university listed on each line. If applicable, place the Faculty Advisor's name on line after the student authors with the label, **Faculty Advisor:** include the university after the advisor's name. Again, faculty advisor is optional.
6. Convert the actual paper file and abstract file to PDF format. This electronic file format enables the effective review of the papers by the Student Paper Committee. Here are 2 possible websites that will create pdf files for you: PDF Online at <http://www.gohtm.com/> and PrimoPDF at <http://www.primopdf.com/>. If you are unable to create PDF documents using these sites, email your Word files to lbaker@acad.stedwards.edu and PDF files will be emailed back to you within 1-2 days.
7. Submit your two PDF files (the paper and the separate abstract) at the CCSC:SC website Student Paper Submission link:
<http://www.sci.tamucc.edu/~ccscsc/cgi-bin/submitStudentPaper.cgi>

More Details on Paper FORMATTING

Type Font, Margins, Line Spacing, Page Numbering and Special Features

Use the default specifications of the word processor for type font, margins, and tab settings. DO NOT RESET ANY OF THE DEFAULT SPECIFICATIONS. Single space the text throughout except as noted below. Changing margins and/or fonts interferes with the automated process used by the publisher. The default specifications can be reset under the font and page setup menus from within Microsoft Word. The default settings are 12-point font, Times New Roman, and under page set up the margins are top-1 inch, bottom-1 inch, left-1.25 inches and right-1.25 inches.

Do not number the pages of the text and do not use pagination, headers, footers, or end notes. Do not use Widows/Orphans or other special features of the word processor. A template will be used to accomplish formatting for the final proceedings copy. The final copy is nonstandard and authors should not try to anticipate it by incorporating special features.

Length

Prepare the paper for written understanding with length not to exceed six (6) single-spaced pages including tables, figures, and a list of references or bibliography. Papers longer than six pages can not be accepted.

Style

Write clearly and simply in the third person for an audience that is well-grounded in computing, but who may have limited exposure or knowledge about the specific topic of your paper. Define any technical terms deemed to require clarification when they are introduced.

Title and Author Information

Left-justify the title of the paper in all capital letters on the first line of the first page of the paper, possibly continuing on successive lines (single-spaced). Provide student author information immediately below the title with an intervening blank line. On separate lines (single spaced and left-justified) include:

- 1) author name(s) (first name followed by last name), COMMA, university on separate line(s), 1 author and university per line.
- 2) Faculty Advisor label followed by Advisor's name, COMMA, university (OPTIONAL to include faculty advisor).

Abstract

Provide a one paragraph brief overview of the paper in both the manuscript for review and in the final manuscript for publication.

Body of the Manuscript

The text may be organized into sections and subsections. Left-justify section headings in all capital letters and in bold-faced type. Left-justify subsection headings in bold-faced type with the first letter of each word capitalized and all others in lower case. If you opt to number your sections and subsections, do so specifically using Arabic numbers. Do not use automatic enumeration provided by the word processor. Double space between sections and subsections. Indent paragraphs and single space between paragraphs.

Citations

Appropriately cite all references to other published works included in the paper. Include a list of references or bibliography as the last section in the paper (see below). References to published works of others must be indicated by a citation consisting of the number(s) of the entries in the reference list enclosed in square brackets (e.g., [1], [3, 5, 11]). Failure to complete and correctly cite the works of others can disqualify a paper from consideration for the conference.

Tables and Figures

Include all tables and figures within the body of the text.

Reference List

Place a list of all articles, papers, and books referenced in the paper immediately following the last paragraph. List references alphabetically by last name of the first author and number each entry. The formats for entries in the reference list are:

Journals: List the last name of the author(s) followed by a comma and his/her initials. If there are multiple authors, separate their names with commas. Author names are followed by a comma and the article title. Capitalize only the first word of the title and any proper nouns. Follow the title with the journal name and volume in italics (or underlined), the issue (in parentheses), the pages of the article, and the year of publication. Terminate the entry with a period.

Example:

1. Eilon, S., Watson-Gandy, T., Christofides, N., Distribution management: mathematical modeling and practical analysis, *Operational Research Quarterly*, 61, (20), 136-140, 1969.

Books: List the last name of the author(s) followed by a comma and his/her initials. If there are multiple authors, separate their names with commas. Author names are followed by a comma and the italicized title of the book. Capitalize the first letter of the first word and of each word except small words (e.g., a, an, the). Follow the title with a comma, the city in which it was published followed by a colon, the name of the publisher, and the date of publication. Terminate the entry with a period.

Example:

8. Davis, L., *Handbook of Genetic Algorithms*, Reading, MA: Van Nostrand Reinhold, 1991.

Internet:

List the last name of the author(s) followed by a comma and his/her initials. If there are multiple authors, separate their names with commas. Author names are followed by a comma and the article title. Capitalize only the first word of the title and any proper nouns. Follow the title with the URL of the web site where the reference is found and the date when the material was posted or, if this information is unavailable, the date when the

reference was accessed for use in the paper. Terminate the entry with a period.

Example:

12. World Wide Web Consortium, Extensible Markup Language (XML), 1998, www.wc3.org/XML/, 1998.

ADDITIONAL INFORMATION

Specific manuscript questions can be referred to the CCSC:SC Student Papers Chair, Dr. Barbara Boucher Owens at owensb@southwestern.edu.

Sample paper Format:

AN INTERESTING STUDENT PAPER ABOUT COMPUTER SCIENCE

Janet Smith, St. Edward's University

Susan Garza, St. Edward's University

Faculty Advisor: Dr. Jim Hallmark, St. Edward's University

ABSTRACT

The purpose of this study was to ...

INTRODUCTION

NP-hard and NP-complete problems..

Background

Peterson, et al., [5] demonstrated....

Project Goals

The project described and explained in this paper....

METHODOLOGY

Utilizing an Intel Pentium platform and....

RESULTS

Analysis of the computed paths of the TSP reveal that....

CONCLUSIONS

NP-complete problems have been shown to be ...

REFERENCES

1. Abrams, J., A definitive proposal for solving all NP-complete graph problems, *Journal of the Impossible*, 10, (3), 34-35, 1999.

2. Gray, I. M., Hyde, D. R., Jekyll, M. R., NP-complete problems with no known optimal solutions, *Proceedings of the First Conference on Hard, Hard Problems*, 1, (1), 100-799, 1999.

3. More, N. O., *Handbook of Known Solutions to the Traveling Salesman Problem*, Amarillo, TX: Big House Publishing, 2000.