Submitting to RUCS

The Review of Undergraduate Computer Science (RUCS) is a new publication that will feature the best of research work conducted by DCS students. For its inaugural issue, RUCS will only be publishing extended abstracts (650 – 900 words). If you are interested in submitting, please read the following and send any questions to kawin@cs.toronto.edu. **The deadline for submissions is September 12, 2015.**

Who can make a submission?

UGSRP students from the summer 2015 cohort and CSC494/495 students from the 2014-2015 academic year are strongly encouraged to submit, even if your project focuses more on development than research. If you do not fall into either category but have worked in a research setting, you may still be eligible; please contact kawin@cs.toronto.edu for more information.

Why should you submit?

1. It is an opportunity for your work to get published and would look great on your resume!
2. The best submission will be recognized by RUCS.
3. Google will be hosting an exclusive networking event for students selected to be published in RUCS. This is a great opportunity for those interested in interning or working at Google next year.

What criteria do submissions need to meet?

Your submission should be either a LaTeX source file (.tex) or a Word document (.docx, .doc) containing an extended abstract that is 650 – 900 words in length (excluding the title, section headings, and citations). It should summarize the work you have done and should be accessible to students unfamiliar with your specific field of research. **Please read the exemplar, the best practices guide, and the instructions below to gain a better understanding of what is expected.**

Structure

While the structure of your extended abstract will strongly depend on the nature of your research, it is recommended you use the following form as a starting point:

1. Introduction: What was the goal of your research? Why is it important?
2. Approach: What methods and techniques did you use? Why were they appropriate?
3. Analysis: How did your implementation fare? What were the major findings?
4. Conclusion: What can you conclude? How does this fit into the 'big picture'?

Make sure your introduction provides enough background for your reader to understand the rest of the abstract.

Diagrams

Your extended abstract should contain no more than two diagrams. All diagrams must be in black and white and no larger than 7.5 x 17.5 cm. All text on diagrams should be legible. Diagrams should be numbered (e.g. Figure 1) and may include a very brief caption. Tables and graphs are considered to be diagrams.

Formatting

The RUCS design staff will be reformatting your abstract as needed, so there is no need to adhere to a particular formatting with regard to margins, font choice, columns, etc.

References & Citations

Please use the IEEE Style when making references and citations.

What is the submission process?

The RUCS review process is 'internal'; in place of an external review board, it is expected that your supervising professor and graduate mentor (if applicable) will review your extended abstract for correctness and accuracy. Please follow these steps carefully:

1. Approach your supervisor and graduate mentor (if applicable) and express your interest in submitting to RUCS. Only proceed if they agree.
2. After reading all of the provided documents, prepare a first draft. Ask your graduate mentor or supervisor to help edit the initial drafts. Your supervising professor should review, at the very least, the final draft of your extended abstract.
3. Email your submission to kawin@cs.toronto.edu with the subject line "RUCS Extended Abstract Submission". Fill out the Supervisor Approval form and follow the submission instructions on the page. **Both should be submitted by September 12, 2015.**

FAQs

1. What if my research is being published or has been published in a professional journal?

   Professional journals often prohibit publishing elsewhere. While RUCS does not aim to compete with these journals in any way, as a precaution, your supervisor may not want your abstract published. To get their explicit consent, and to verify that they have reviewed your submission, the Supervisor Approval form must be signed.

2. Do I retain all rights to my work?

   Yes, you retain all rights to your work. RUCS is simply granted a license to publish your work online and in print.

3. What happens if my submission does not meet all of the criteria?

   If your extended abstract does not conform to the RUCS guidelines, you will be contacted about making the necessary changes to your submission. Note that if your submission differs from the guidelines to a significant degree, it may be rejected; for this reason, please read the guidelines closely before submitting.

4. If a substantial amount of research has been done but the project is not yet complete, is an extended abstract outlining preliminary results viable for publication?

   Yes; discuss with your supervisor what the focus of your extended abstract should be. The structure of your abstract might need to be modified accordingly.

5. What if my project is more focused on development than research?

   You are still encouraged to submit. Contact kawin@cs.toronto.edu if you have any questions about eligibility.

6. What if I want to include tables and graphs?

   Tables and graphs are considered to be diagrams. See the Diagrams subsection.