

## **Project Paper Guidelines – Spring 2015:**

The document is to be written in scientific\technical paper style format, entirely in English. It will summarize the work done during the first stage of the project.

**The paper's text must exhibit original phrasing.** Redundant or irrelevant information will affect the received grade, as it indicates a low level of effort in understanding and\or expressing the main ideas of the project.

The paper simulates the model of a scientific journal paper (rather than a book; therefore a cover page and a table of contents are not required).

### **Main technical requirements:**

1. The paper will be written using **11-point** Times New Roman normal font.
2. **The total number of pages will be at least 10.**
3. **The total number of words (seen at the file properties and status bar) will be at least 2000.**

### **Paragraphs and headlines:**

1. The text will be justified to both sides of the page.
2. Lines will be 1.1-spaced (using paragraph > line spacing > Multiple at 1.1)
3. Use 0 points of space before and 6 points of space after each paragraph, excluding list items.
4. Use 12 points of space before and 6 points of space after each Section headline.

For other technical requirements, please see the paper example file and the “Further Technical specifications” section.

### **General style guidelines:**

The text has to follow a scientific/technical style. The sentences have to be simple and short. **Every notation, definition, acronym and abbreviation has to be explicitly stated, at the first use.** The descriptions and arguments have to be based on scientific/technical sources, citing the sources mentioned in the references. When possible, neutral gender style is to be preferred (see: [singular they](#)).

**The text should be directed to a reader who is familiar with general concepts in computer science and Software Engineering, but not with the specific field in which your project deals.**

### **Required paper structure:**

*Headings (Project title, students' names and ID's, supervisor's name)*

*Abstract and keywords*

1. *Introduction*
  - 1.1. *Organization of the paper*
2. *Background and Related Work*
3. *...[additional section(s) as needed]*
4. *...*
5. *Expected Results*
6. *Preliminary Software Engineering Documents*

- 6.1. Requirements (Use Case)
- 6.2. Design (GUI, UML diagrams)
- 6.3. Testing plan

## References

Note: The paper will NOT include annexes.

### **Explanations for the structural elements:**

- **Abstract:** 100-200 words, outlining shortly the project's background and presenting the specific topic.
- **List of keywords:** 4-6 relevant words or terms.
- **Introduction section:** The introduction focuses on presenting the problem to be solved, concluded by a succinct review of the remaining sections.
- **Background and related work section:** Here you should define basic concepts in the field of the project, and refer to relevant, up-to-date research. This would generally mean academic literature, but could also refer to reliable documents relating to commercial products, whose techniques\implementation are described by your text.
- **Other section(s):** Here you may choose one or more sections (and subsections if needed) with relevant title(s), according to the recommendation of your supervisor.

This is the main part of the paper, presenting the theories and approaches related to the project's subject, and the project subject itself. It will also contain a short analysis of the relative advantages of the chosen algorithm/implementation and the results to be expected.

- **Expected results section:** Gives details of what you seek to achieve after the implementation. If your project has an experimental purposes, you should state what you intend to examine.
- **Preliminary software engineering documents chapter:** Should include the software requirements (based on use cases), an initial GUI design (graphic presentation, not programmed), and an understanding and initial planning of the program's structure. A short reference to how the program will be tested is also due.

The SE documents will be presented in their final form at the second stage of the project (61401).

### **References:**

1. **All the references must cite reliable scientific or industrial sources that are relevant to the paper and are referenced to in the body of the text.**
2. **At least 6** references must be provided.
3. The references are to be **listed and numbered alphabetically** by the first author's last name **or** **by order of appearance** in the body of the text.
4. **The references should be formatted as follow:**

Journal paper / extended abstract / technical report / book chapter:

- First (and middle) names of the authors will be given by initials. The last name will be capitalized.
- The full title of the paper (or chapter) will be written in quotes.
- The journal's (book's) name will be written in italics.
- If available, include the volume's number, and the issue's number in parentheses.
- Include the pages, and finally, the year of publication.
- If some of the details are missing, relevant information should be given (e.g. "submitted", "to appear", "personal communications", etc.). Consult your supervisor in case of a doubt.
- Example:  
[8] C. Schmid and R. Mohr, "Local gray value invariants for image retrieval", 1, *Int'l Journal on Pattern Analysis and Machine Intelligence* 19 (5): 872-877, 1997.

**Book:**

- First (and middle) names of the authors will be given by initials. The last name will be capitalized.
- The book's name will be written in italics. Include the edition number, unless it's the first.
- Include the publisher's name and year.
- Example:  
[2] T.H. Cormen, C.E. Leiserson, R.L. Rivest, and C. Stein, *Introduction to Algorithms*, 3<sup>rd</sup> edition, MIT Press, 2009.

**Further technical specifications:**

1. The text will be written in MS Word, on A4 (21 x 29.7 cm) page. The margins will be 2.5 cm all around. The page numbering will be bottom, center, from the first page.
2. The title will be written in 24-point bold, centered, with one blank line following.
3. The name of the students and the supervisor (as described above) will be 12-point, centered, with one blank line following.
4. The abstract will follow. The first word on the line will be "Abstract", in bold, followed by the abstract's text, in italics. Both are Normal fonts, i.e. Times New Roman (TNR) 10-point, justified with a 1 cm indentation on both sides, relative to the body of the text.
5. Section headers will be in 12 points, bold, in all-capitals. Subsections will be in 11 points, bold, with only the initial letter of each word capitalized. Third-level headings (if needed) will be in 11 points, at the beginning of a text line, with normal interline spacing. Only the first letter of the first word will be capitalized. All headers will be left justified. No more than 3 level of headings allowed.
6. The body of the text will be in Normal fonts, i.e. Times New Roman (TNR) 11-point. The text will be justified both sides.
7. The first line after the heading (i.e. the first line of the first paragraph of each section or subsection) will also be justified. Subsequent paragraphs will begin with a 0.5 cm indentation.

8. For code/pseudo code lines, use Courier **10** points.
9. For citations, use [1], [2], [3].
10. The figures and tables will be inserted in the appropriate place of the document. Each should have a caption **under** it. **The caption will be written in italics 11 points TNR font.** Refer to figures and tables in your text as, for example, “Fig. 1” and “Table 2”.
11. Use the Microsoft Equation Editor or similar formula editor for equations in your paper. Italicize symbols. Be sure that the symbols in your equation have been defined before the equation appears or immediately following it.
- 12. Equations that are referred to later in the text must be numbered in consecutive numbers in parentheses, justified to the right. Refer to figures and tables in your text as, for example, “Equation (1)”.**
13. The list of references will be TNR, **10** points.