

# Paper Template and Formatting Requirements\*

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## Abstract

This document describes manuscript formatting requirements for CCSC conferences. Authors can also use this document as a template to format their papers.

## 1 Length

Prepare the paper for written understanding with a length of at most ten (10) single-spaced pages including tables, figures, and a list of references or bibliography.

## 2 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.

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### 3 Title and Author Information

Please follow the example in this paper to enter title and author information. The title should use title-casing. Please use <https://titlecaseconverter.com> with “AP” style to reformat your title.

Use the following code in the “author block” if there is one author:

```
\author{
  John Meinke\\
  Computer Science Department\\
  Another University\\
  Our Town, TX 00000\\
  \email{jmeinke@univ.edu}
}
```

Use the following code in the “author block” if there are multiple authors from different department of the same institute:

```
\author{
  Baochuan Lu\affmark[1], John Meinke\affmark[2]\\
  \affmark[1]Computer and Information Sciences\\
  \affmark[2]Physics Department\\
  Another University\\
  Our Town, TX 00000\\
  \email{\{blu,jmeinke\}@univ.edu}
}
```

Use the following code in the “author block” if there are multiple authors from different institutes:

```
\author{
  Baochuan Lu\affmark[1], Author A\affmark[1], John Meinke\affmark[2],
  Author B\affmark[2]\\
  \affmark[1]Computer and Information Sciences\\
  Southwest Baptist University\\
  Bolivar, MO 65613\\
  \email{\{blu,author\}@sbuniv.edu}\\
  \affmark[2]Computer Science Department\\
  Another University\\
  Our Town, TX 00000\\
  \email{\{jmeinke,author\}@univ.edu}
}
```

### 4 Body of the Manuscript

The text may be organized into sections and subsections. Please use `\section` and `\subsection` commands to define them as shown in the Latex source file of this document. Latex will apply section formatting rules.

#### 4.1 Abstract

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

## 4.2 Citation

Appropriately cite all references to other published works included in the paper. `biblatex` is used to create a list of references or bibliography as the last section in the paper. Here are citation examples for a book[2], a journal paper[1], a website[3], and a conference proceeding paper[4]. Please check out the source code of this document for details.

## 4.3 Double Quote

The proper way to typeset double quote is to use two backticks or grave accents ( ` ) on the left and two single quotes ( ' ) on the right, e.g. ``Hello!'' for “Hello!”.

## 4.4 Lists

Lists are easy to create in L<sup>A</sup>T<sub>E</sub>X whether they are ordered, unordered, or nested as shown in the following example.

- The individual entries are indicated with a black dot, a so-called bullet.
  - The text in the entries may be of any length.
1. The labels consist of sequential numbers.
  2. The numbers start at 1 with every call to the `enumerate` environment.
1. The labels consists of sequential numbers.
    - The individual entries are indicated with a black dot, a so-called bullet.
    - The text in the entries may be of any length.
  2. The numbers start at 1 with every call to the `enumerate` environment.

## 4.5 Math Expressions

The mass-energy equivalence is described by the famous equation

$$E = mc^2$$

discovered in 1905 by Albert Einstein. In natural units ( $c = 1$ ), the formula expresses the identity

$$E = m \tag{1}$$

4.6 Tables and Figures

Include all tables and figures within the body of the text. (Provide as separate files in the original format any figures so that if there are problems with the figures coming into the final manuscript there are alternatives available to the editors.)

Here is an example Table 1. Note that each table or figure **must** have a title as our style requirement.

Table 1: Nonlinear Model Results

Case	Method#1	Method#2	Method#3
1	50	837	970
2	47	877	230
3	31	25	415
4	35	144	2356
5	45	300	556

The trim size of the journal is half-letter size, so please be aware that your tables or figures may be hard to read if the fonts are too small as shown in this Figure 1.

Weeks	Monday	Tuesday	Wednesday	Thursday
Week 1	<b>Unit 1 – The Internet</b> Syllabus, Course overview U1L1: Personal Innovations	Create Code.org account U1L2: Binary Messages	U1L4: Number Systems U1L5: Binary Numbers & the FlippyDo	U1L3: Sending Binary Messages with the Internet Simulator
Week 2	Binary numbers & ASCII codes U1L6: Sending Numbers	U1L7: Sending Text	U1L8: The Internet is for everyone U1L9: Battleship protocol	U1L9: Battleship protocol continued
Week 3	Labor Day – no class	U1L10: Routers & redundancy	U1L11: Packets & making a reliable internet	U1L12: The Need for DNS
Week 4	U1L13: HTTP & Practice PT Assignment	U1L14: Abstraction	Performance Task Presentations Test Review	<b>Test 1</b>
Week 5	<b>Unit 2 – Digital Information</b> U2L1: Bytes and File Sizes	U2L2: Text Compression	U2L3: Encoding BW images	U2L4: Encoding Color images
Week 6	U2L5: Lossy vs Lossless Compression	U2L6: Rapid Research	<b>Midterm Review</b>	U2L6: Rapid Research Showdown
Week 7	<b>Midterm exam</b>	Explore Task Workday	<b>Unit 3—Programming</b> U3L1: Programming Languages	Explore Task Workday
Week 8	U3L2: The Need for Algorithms	U3L3: Creativity in Algorithms	U3L4: Using Simple Commands	Fall Break - No Class
Week 9	U3L5: Creating Functions	U3L5: Creating Functions	U3L6: Functions and Top-down Design	Explore Task Presentations
Week 10	U3L7: Using API's and parameters	U3L8: Creating functions with parameters and return values	U3L9: Booleans and Random Numbers	U3L10: Looping and Random Numbers
Week 11	U5: Introduction to lists	U5: Lists and looping	U5: Recursion	U5: Building a Game (Rock, Paper, Scissors)
Week 12	U4L1: Big Data	U4L2: Visualizations	Review for Test	<b>Test 3</b>
Week 13	Debrief Test 3 and Create Task	Assigned U4L3: Check your Assumptions	U4L4: Rapid Research Data Innovations	U4L5:Identifying people with Data
Week 14	U4L6: The Cost of Free	Create Task Workday	U4L7: Simple Encryption	Create Task Workday
Week 15	U4L8: Encryption with Keys and Passwords	Create Task Workday	U4L9: Public Key Cryptography	Create Task Workday
Week 16	Review for the Final Exam Create Task Due			

Figure 1: Fonts are too small.

In this case, you can either divide the table into multiple parts, or put the table/figure sideways on its own page as shown in Figure 2.

The code for inserting figures sideways is as follows:

Listing 1: Code to Insert Figures Sideways

```
\begin{sidewaysfigure}[htbp]
\includegraphics[width=\textwidth]{big_table.png}
\caption{A big table turned sideways on its own page.}
\label{figure:big_table1}
\end{sidewaysfigure}
```

Here is a live example: <https://www.overleaf.com/read/fzcmnctdppgz>

## 4.7 Use of Color

Even though our digital journal is in color, our print journal is in black and white. You may choose to use other colors in your paper, but please be aware that the colors you choose may not be distinguishable after they are turned into gray-scale.

## 4.8 Reference List

The `\printbibliography` command prints a list of references for you. Please use `sample.bib` as an example to create your bibliography entries.

If you can find a reference on <https://scholar.google.com/> you can get a “BibTeX” export by clicking on the quotation mark symbol, which is a lot easier than entering the information manually.

## 4.9 Code Listings

Commands from `listings` package allow you to display code easily with customizable coloring and styling rules. Here is an example. Please check out the source code of this document for details.

Listing 2: Python example

```
x = 42
epsilon = 0.01
step = epsilon**2
num_guesses = 0
ans = 0.0
while abs(ans**2-x) > epsilon and ans < x:
    ans = ans + step
    num_guesses += 1
if abs(ans**2-x) <= epsilon:
    print(str(ans) +
          '\tis\close\to\the\square\root\of\ ' +
          str(x))
else:
    print('Failed\to\find\square\root\of\ ' + str(x))
```

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Week 3				
Week 4	U1L13: HTTP & Practice PT Assignment <b>Unit 2 – Digital Information</b>	U1L14: Abstraction U2L2: Text Compression	Performance Task Presentations Test Review U2L3: Encoding BW images	<b>Test 1</b> U2L4: Encoding Color images
Week 5	U2L1: Bytes and File Sizes			
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Week 16	Review for the Final Exam Create Task Due			

Figure 2: A big table turned sideways on its own page.

```
print("The number of guesses is " + str(num_guesses))
```

## 5 Manuscript Submission

The following materials will need to be submitted:

1. The final manuscript in Latex.
2. Copyright release. It is essential that we receive the copyright release form. By signing this form you are acknowledging that the manuscript has not been printed in another venue, plus you are retaining your rights for use of the manuscript. Read the copyright release. The Consortium will not prohibit you from using the manuscript, but will ask that you credit any reuse to the Consortium as the original source of publication. If you misplace the copyright form, a generic copyright form can be found through the Copyright Release Form[5].

The Consortium encourages multiple presentations of tutorials and workshops. If you are presenting a tutorial or workshop you may retain the copyright, but we must have that documented. Keep in mind that your manuscript is limited to two pages total. However, you must still submit a copyright form.

Please note that it is critical that you obtain permission to use third party material. If you use diagrams and such that are attributable to a third party you must obtain formal permission to reprint such items, and must so indicate in the copyright release as well as submit such permission.

3. Registration for the conference, along with the appropriate registration fee. We have found that there are some folks in need of publication for promotion and tenure purposes, and then don't want to present the paper. A major plus of the Consortium conferences is the presentation of the papers, and you must plan on attending. If you do not present the paper at the conference the paper will be removed from the ACM Digital Library.
4. A pdf version of your manuscript is most helpful. If there are problems with special characters or special formatting this provides the editors with what you expected your final manuscript to look like. Providing a pdf version or a hard copy helps significantly in envisioning what the author expected the final product to look like.
5. Electronic copies of any graphics in a standard format (bitmap, jpeg, tiff).

## 6 Additional Information

Please feel free to email [ccsc-editors@googlegroups.com](mailto:ccsc-editors@googlegroups.com) for questions. This document is modified from the CCSC manuscript formatting document[6] created by John Meinke.

## References

- [1] Albert Einstein. Zur Elektrodynamik bewegter Körper. (German) [On the electrodynamics of moving bodies]. *Annalen der Physik*, 322(10):891–921, 1905.
- [2] Michel Goossens, Frank Mittelbach, and Alexander Samarin. *The L<sup>A</sup>T<sub>E</sub>X Companion*. Addison-Wesley, Reading, Massachusetts, 1993.
- [3] Donald Knuth. Knuth: Computers and typesetting. <http://www-cs-faculty.stanford.edu/~uno/abcde.html>.
- [4] Frank Maurer. Agile methods and interaction design: Friend or foe? In *Proceedings of the 1st ACM SIGCHI Symposium on Engineering Interactive Computing Systems*, EICS '09, pages 209–210, New York, NY, USA, 2009. ACM.
- [5] John Meinke. Copyright release form. <http://www.ccsc.org/wp-content/uploads/CopyrightRelease2015.pdf>.
- [6] John Meinke. Manuscript formatting. <http://www.ccsc.org/wp-content/uploads/ManuscriptFormatting2015.pdf>.