

Preparation Instructions for KDD '19 Paper & Abstract Submissions

POSTED ON 5/3 @ 11:45 AM; updated 5/7 @ 9:10 AM EDT (NY timezone)

This web page will acquaint you with the formatting and submission instructions for all aspects of the related files needed for your final version, to the conference publications and the ACM Digital Library, the required fields, and how and when to complete the appropriate ACM rightsreview electronic forms.

All submission documents must comply with ACM SIG Templates and Formatting.

Please read the whole page before beginning the final submission process.

1. Submission Deadline & Page Limits

The submission deadlines were set and agreed upon by the chairs, ACM, & Sheridan Communications to ensure the deliverables for attendees and the timely appearance in the ACM DL. Your page limit is set by the category your submission has been selected for:

Submission Deadline: May 17th

Full Research Paper = 9 Page Limit* plus optional video
2 extra pages are allowed for reproducibility info only.
*updated by chairs 5/8 @ 7 AM EDT

Panel Summary = 2 Page Limit

Tutorial Overview = 2 Page Limit

Keynote Talk Abstract = 1-2 Page Limit (including speaker's bio)

Note to All Paper Authors.
The first page of your submission must include the ACM Reference Format (section) between CCS classifiers and the Introduction.

2. ACM SIG Templates to be Used to Prepare Your Final Version

Click the program you are using to create your final version with the most up-to-date ACM templates & class files:

[Microsoft Word](#)[LaTeX](#)[See Samples of Keynote Talk & Panel Abstracts](#)

Microsoft Word Instructions

- (a) The contact author(s) will have received an email from rightsreview@acm.org with a link to the ACM eforms (electronic copyright-permission forms) to be completed.
 - Await and save the confirmation message from rightsreview@acm.org upon the completion of the assigned ACM eform for the text to include on the bottom/left of the first page of your submission. *This corresponds with step d.*
 - Submission Deadline Reminder: **May 17th**
- (b) Please use the [Sheridan-ACM sample WORD document](#) --or-- download the sample/template word document(s) from [ACM Templates Site](#).
Capture the [ACM template fonts, click here](#) and install these in your version of Windows.
- (c) Be sure to remove the headers from the top of both odd and even pages (and remove page numbers from the bottom of all pages). Appropriate headers will be added to the pdfs during the pagination/indexing process to include the Chairs Session information.
- (d) Based on how the ACM eform was completed, here are the choices on the complete

text/copyright information to include on the first page of your submission.

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	Sample Text File	Sample PDF
Copyright Form	KDD-copyright.txt	KDD-copyright.pdf
License to Publish	KDD-license.txt	KDD-license.pdf
Permisson-Release	KDD-perm.txt	KDD-perm.pdf

Reminder: Please see the confirmation message from rightsreview@acm.org upon the completion of the assigned ACM eform for the text/to include on the bottom/left of the first page of your submission.

(e) [To continue with your submission.](#)

LaTeX Instructions

- (a) The contact author(s) will have received an email from rightsreview@acm.org with a link to the ACM eforms (electronic copyright-permission forms) to be completed.
- Await and save the confirmation message from rightsreview@acm.org upon the completion of the assigned ACM eform for the text/to include on the bottom/left of the first page of your submission. *This corresponds with step d.*
 - Submission Deadline Reminder: **May 17th**
- (b) Use this [Sample Tex File Available](#). This works in coordination with the latest ACM LaTeX Template files from [ACM Templates Site](#), and use the "sigconf" (ACM Default, *mandatory per the chairs*).
In case you are experiencing issues compiling the copyright block using latex, please download the latest version of the ACM templates from the link above.
- (c) Be sure to remove the headers from the top of both odd and even pages (and remove page numbers from the bottom of all pages). Appropriate headers will be added to the pdfs during the pagination/indexing process to include the Chairs Session information. Use the code `\fancyhead{}` to remove the headers in the template.
- (d) Based on how the ACM eform was completed, here are the choices on the complete text/copyright information to include on the first page of your submission.

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Copyright	License to Publish	Permission-Release
Copyright Sample PDF: KDD-copyright.pdf	See step (b) and be sure you have downloaded the most recent version of the ACM LaTeX template, then include the following text/code in your .tex document <code>\documentclass[sigconf]{acmart}</code> <code>\copyrightyear{2019}</code> <code>\acmYear{2019}</code> <code>\setcopyright{acmcopyright}</code> <code>\acmConference[KDD '19] {The 25th ACM SIGKDD Conference on Knowledge Discovery and Data Mining}{August 4--8, 2019}{Anchorage, AK, USA}</code> <code>\acmBooktitle{The 25th ACM SIGKDD Conference on Knowledge Discovery and Data Mining (KDD '19), August 4--8, 2019, Anchorage, AK, USA}</code> <code>\acmPrice{15.00}</code> <code>\acmDOI{10.1145/XXXXXXXX.XXXXXX}</code> <code>\acmISBN{978-1-4503-6201-6/19/08}</code> <i>% Authors, replace the red X's with your assigned DOI string during the rightsreview eform process.</i> <code>\settopmatter{printacmref=true}</code>	

	<code>\fancyhead{}</code>
	<code>\title{</code>

To continue with formatting & preparation instructions, and links to help & hints with formatting improvements for your camera-ready final version

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License to Publish	See step (b) and be sure you have downloaded the most recent version of the ACM LaTeX template, then include the following text/code in your .tex document
Sample PDF: KDD-license.pdf	<pre> \documentclass[sigconf]{acmart} \copyrightyear{2019} \acmYear{2019} \setcopyright{acmlicensed} \acmConference[KDD '19] {The 25th ACM SIGKDD Conference on Knowledge Discovery and Data Mining}{August 4--8, 2019}{Anchorage, AK, USA} \acmBooktitle{The 25th ACM SIGKDD Conference on Knowledge Discovery and Data Mining (KDD '19), August 4--8, 2019, Anchorage, AK, USA} \acmPrice{15.00} \acmDOI{10.1145/XXXXXXX.XXXXXX} \acmISBN{978-1-4503-6201-6/19/08} % Authors, replace the red X's with your assigned DOI string during the rightsreview eform process. \settopmatter{printacmref=true} \fancyhead{} \title{ </pre>

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Permission Release	See step (b) and be sure you have downloaded the most recent version of the ACM LaTeX template, then include the following text/code in your .tex document
Example: KDD-perm.pdf	<pre> \documentclass[sigconf]{acmart} \copyrightyear{2019} \acmYear{2019} \setcopyright{rightsretained} \acmConference[KDD '19] {The 25th ACM SIGKDD Conference on Knowledge Discovery and Data Mining}{August 4--8, 2019}{Anchorage, AK, USA} \acmBooktitle{The 25th ACM SIGKDD Conference on Knowledge Discovery and Data Mining (KDD '19), August 4--8, 2019, Anchorage, AK, USA} \acmPrice{} \acmDOI{10.1145/XXXXXXX.XXXXXX} \acmISBN{978-1-4503-6201-6/19/08} % Authors, replace the red X's with your assigned DOI string during the rightsreview eform process. \settopmatter{printacmref=true} \fancyhead{} \title{ </pre>

To continue with formatting & preparation instructions, and links to help & hints with formatting improvements for your camera-ready final version

3. Submission Page Fields & Submitting the Files Necessary. *Remember to Submit All the Relevant Information and Correct Files When you Submit. Submit your final version only (not drafts).*

Submission Deadline	The submission deadline is May 17th
Before Submitting	Did you complete the ACM rightsreview form from ACM to include your submission in the conference publication and ACM DL? <i>If not, kindly locate the email from rightsreview@acm.org, complete the form, obtain the confirmation email and include the mandatory ACM copyright-permission block text, conference info, and DOI string on the first page per the ACM SIG templates & formatting.</i>
Submission Page	<div data-bbox="109 863 514 967" data-label="Text"><p>Return to the formatting help list above</p></div> <p>Please submit your final publication ready version only.</p> <p>When your final version is ready, you need to complete the submission page and upload your .doc/docx and .pdf files or .tex, & .pdf files (as well as, the optional thumbnail image) on or before May 17th . <i>Remember to see the email from acm@sheridanprinting.com with the unique-supplied direct link to submit your final version.</i> We also recommend using a modern, standards-compliant Web browser to upload the necessary files.</p> <p>If you are unable to find your direct submission information, please use the following link: Sheridan-ACM Submission System to request your unique and individual submission link.</p>
Title	<div data-bbox="109 1389 514 1492" data-label="Text"><p>Return to the formatting help list above</p></div> <p>Double check your title and the title and sub-title fields on the submission page:</p> <ol style="list-style-type: none">1. <i>Does your present title exist in the submission page title field?</i> If not, Cut and Paste the Title from your Source File into this Field on the Submission Page (not from your pdf).2. <i>Be sure that the title is in Initial Caps</i> -- Initial Caps Meaning First Letter of the Main Words Should be Made Capital Letters. Capitalize the First Letter of Main Words in the Title (Most Nouns), except a, an, the, conjunctions (and, but, or, for,...), & prepositions (of, to, in, on,...) <p>*Note the Capital Letter "M" in Must, Meaning, and Main *Note the Capital Letter "C" in Caps and Capital *Note the Capital Letter "L" in Letter and Letters</p>
Contact Author's Name	Enter the name of the contact or contact author
Contact's Email Valid Address	Enter the contact's or contact author's email address
Authors' Complete Names, Email, Affiliation, & Affiliation Location	<div data-bbox="109 2347 514 2451" data-label="Text"><p>Return to the formatting help list above</p></div> <p>All authors' full names (first, last, with or without middle initials/names), affiliation information, etc must be entered on the submission page. All authors' names and authorship order must match as they appear on the final pdf, the submission page, and the ACM eform. Any discrepancies will cause the submission to be returned to the authors to fix or verify.</p> <p>Author Fields include, so have all the appropriate information for your co-authors:</p> <p><i>Author (full) given/first name</i> <i>Author middle initial or name</i> <i>Author last/family name</i> <i>Author's valid email address</i> <i>Primary & Secondary affiliation lab, dept, offices</i> <i>Primary & Secondary affiliation (no labs or depts names in this field)</i> <i>Primary affiliation city location only</i> <i>Primary affiliation state/province location only</i> <i>Primary affiliation country only</i></p> <p>*Note how to include any Secondary affiliation information above using the "&" symbol to separate the primary and secondary affiliation information.</p>

Abstract Cut and paste the abstract text from your source document into the abstract field on the submission page (not from your pdf). The abstract on the submission page is the one that will appear in ACM Digital Library associated with your paper and must match the abstract text that appears on **page 1 of your submission**.

References Authors are strongly encouraged to include all works cited in their work/submission in a References section at the end of the paper or abstract in a numbered list with square brackets. **[See page 4 of the ACM sample pdf.](#)**

[Return to the formatting help list above](#)

ACM needs the references/citations to be copy and pasted from your word processor into this text field.

Word Users: Please copy and paste this information into the submission page form directly from your source (.doc/docx) file, NOT from your pdf.

LaTeX Users: PLEASE DO NOT submit your BibTeX data/directory. Instead submit the text & coding from your .bbl file created when you compile your document.

ACM Classification (CCS Concepts) Note this step is **mandatory** on the submission page when you upload your final version (as the chairs are requiring this field for every submission to be completed for the publication in the ACM DL). Be sure to take a few moments to choose and select the correct ACM 2012 Classifiers (CCS Concepts) related to your submission.

Please go to: http://dl.acm.org/ccs_flat.cfm and choose as many classifiers as you feel appropriate to your submission and the level of relevance: high, medium, low. Then click "[continue]" to choose additional classifiers. When you are done choosing your choices of classifiers, click on the link near the top of the pop-up window "[View CCS TeX Code]", then check the box "Show the XML only."

Please cut and paste this code shown on the pop-up window into the CCS Concepts/Classification field on the Sheridan-ACM submission page.

Author Keywords Cut and paste the author keywords into the Keywords field, separated with semi-colons.

✦ **Separating your keywords; with semi-colons; is mandatory** because there is a growing amount of technical terms with commas. *Keywords separated with commas will be included as one elongated term.*

ACM Reference Format Be sure to include the new "ACM Reference Format" on the first page of your submission. This is mandatory per ACM and is included in the templates. This section is auto-generated by the LaTeX template and may take some manual manipulation for the various versions of WORD. This is the **red-circled section on the sample pdf on the first page**. *The content of this mandatory ACM section should include:*

Authors Names. Year. Submission Title. *In Proceedings' Name (Acronym), Conf. Date, Location.* ACM, New York, NY. Page Count. DOI assigned/<https://doi.org>.

Acknowledgements (Grant & Funding Information) Please be sure to enter the correct funding agency or grant contributor's name along with the grant or funding reference number into the proper fields on the submission page.

Files to Submit Source File, PDF, and optional Thumbnail Image

PDFFile Attach the final PDF of your submission. Please double check that your PDF:

- Is **ACM compliant**?
- Uses Type 1 or TrueType fonts only;
- Has all fonts embedded
- Is US Letter (8.5x11 inches) paper size

[Return to the formatting help list above](#)

Non-compliant files may be returned to the authors to fix or an ACM compliant pdf will be created by Sheridan Communications.

Source File Browse and attach the Final Version of your Submission's Source File (.doc, .docx, .tex, .zip of your LaTeX directory, etc).

Thumbnail Image (optional) & Caption (conditional) Browse and attach the thumbnail image associated with your submission. ***Remember .jpg format only.*** Your optional thumbnail image also requires an approximate 30 word caption for the ACM DL (the caption text is mandatory). For a few examples, [see Thumbnail Samples & Information](#).
Thumbnail images not in .jpg format will be ignored.

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Click Submit

5. After You Submit (What to Expect)

Confirmation You will see a confirmation screen after a successful upload. As well, a confirmation email will be sent to the contact's email address entered on the submission page.

OK or Fixes Needed Usually after the submission deadline and within a few days after the submission deadline. The authors will be contacted by one of the publication coordinators at Sheridan Communications. Please be patient due to large volume of submissions that must be processed and checked. The coordinator will inform you of the following:
(i) That everything is in order with your submission.
--OR--
(ii) That you must fix something before it is final. If this is true, you will receive specific information about how to revise your submission to meet requirements, and a new deadline will be given to submit the corrected material. You are required by the chairs to adhere to this NEW deadline so publication is not delayed.

Questions

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If you still have questions or problems about the new ACM SIG Conference formatting requirements, please contact us at Sheridan Communications via telephone at +1-908-213-8988 or [via email](#) with the conference acronym (KDD '19) in the subject line.
