

# SIGCSE 2000 Format Instructions for Papers, Panels, and Seminars

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## Abstract

In our “Call for Participation” we directed authors to a page for templates maintained by ACM. Unfortunately, we discovered that these templates are incorrect and inconsistent. Therefore these instructions supercede all previous formatting instructions. All papers, panels, and seminars should follow these instructions only. Pay special attention to these so that we will have a professional looking proceedings. In particular, make sure you use 10 point font for the text of your paper, including the abstract.

## 1 Common Requirements

The requirements listed in this section apply to papers, panels, and seminars:

**Title:** The title should be centered, Arial or Helvetica, bold, 16 point, and Mixed Case like This.

**Author information:** The author’s name, affiliation, and email should be centered, Arial or Helvetica, bold, and 12 point. Two or more authors may be listed side by side - like I am above with my fictitious colleague “Justin”. If co-authors are at the same institution and share most information, you can use only one address. For example:

**Susan Haller and Justin Fischen**  
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Notice there is a copyright space (height 1.5 inches) that goes in the lower left corner of the first page. This is

for papers only and should not be used for panels and seminar papers.

**Paper size:** These instructions assume 8.5 X 11-inch paper.

**Margins:** Left, right, and top margins should be 0.75-inch. The bottom margin is 1-inch. This is for every page including the first.

**Columns:** Text should be presented in two columns, each 3.33 inches wide. There should be a 0.34-inch space between the columns.

**Section heads:** Section heads are flush left, Arial or Helvetica, bold, and 10 point. Section 1 head, “Common Requirements” is an example.

### 1.1 Another Requirement

**Subsection heads:** If your paper has subsections, they are flush left, Arial or Helvetica, bold, 9 point, and sub-numbered. Subsection 1.1, “Another Requirement” is an example.

**Text:** All text including abstract should be single space, full justification, Times Roman, and 10 point.

**References:** Use the standard Communications of the ACM format for references. That is, references should be a numbered list at the end of the article. Numbers should be in square brackets. The order of the references should be alphabetical according to the last name of the first author. Citations in the text should use numbers in square brackets like this [1]. Use commas for multiple references like this [3,4]. Do NOT give a section number to the head of the references section of your paper.

**Other:** Do NOT staple or use page numbers on your papers.

## 2 Paper Requirements

Paper authors must also fulfill the following requirements:

**Copyright space:** on the first page only, leave a 1.5-inch blank at the bottom of the left column.

**Copyright form:** Submit a filled out and signed copyright form with your paper.

### 3 Panel and Seminar Requirements

Authors of panel and seminar contributions to the proceedings must also fulfill the following requirements:

**Panelists and Seminar Hosts:** Please list your panelists or seminar hosts, their affiliations, and their email addresses, using the same format as for papers.

**Panels only:** In addition, please indicate which of the panelists is the moderator by placing the word “Moderator” after their name.

Panel and seminar papers should NOT leave a blank space for a copyright notice.

### 4 And Finally

The next section contains a set of sample references. I would like to thank Dan Joyce [2] for the Word and WordPerfect style files on which this document is based.

### References

- [1] Anderson, R.E. Social impacts of computing: Codes of professional ethics. *Social Science Computing Review*, 2 (1992), 453-469.
- [2] Joyce, D. SIGCSE '99 format instructions, 1998. Online. Internet. [June 15, 1999]. Available WWW: <http://www.cs.wm.edu/sigcse99/format.doc>
- [3] MacKay, W.E. Ethics, lies and videotape...in *Proceedings of CHI '95* (May 1995), ACM Press, 138-145.
- [4] McAvley, E., Wraith, S., and Ducan, T.E. Self-efficacy, perceptions of success, and intrinsic motivation for exercise. *Journal of Applied Psychology* 21 (1992), 139-155.