Instructions for PGM'04 Submission

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Abstract

This document is an example of what your submission manuscript to PGM'04 should look like. Authors are asked to conform to the directions reported in this document. See the PGM'04 call for papers for further instructions about the submission.

1 Introduction

This document is a version of the instructions for preparing copies for the final PGM'04 proceedings. The format here described allows for a graceful transition to the style required for that publication.

This document has been elaborated from similar documents used for previous editions of different conferences like ACL and EACL annual meetings. Those versions were written by several people and slightly modified for the purposes of this workshop. This document is an example of what your submission manuscript to PGM'04 should look like. Authors are asked to conform to the directions reported in this document.

2 General Instructions

The maximum length of a submission manuscript is 8 pages, printed single-sided. Print all text, including section titles and figures, in two-column format where each column is 7.6cm by 23.5cm (3.0in by 9.25in) and there is a 0.6cm (0.25in) space between the two columns. Exceptions to the two-column format include the title, authors (and affiliations) and the abstract at the top of the first page and any full-width figures or tables. Start all pages directly under the top margin. Text should be centered on each page. On A4 paper, this roughly means leaving 2.5cm (1in) margins on left and right sides of each page as well as a 3.0cm (1.2in) margin on the top of each page. Type single spaced. Indent when starting a new paragraph. Use standard fonts such as Times Roman or Computer Modern Roman, with 11 points for text and 14 to 16 points for headings and title.

2.1 Electronically-available resources

This file (`pgm04sub.tex`) along with the LaTeX style file (`pgm04sub.sty`) and ACL bibliography style (`acl.bst`) are available from

`http://www.cs.kun.nl/pgm04/`

2.2 The First Page

Center the title, authors' names and affiliations, and the abstract across both columns. Use the two-column format only when you begin the main body of the text.

Title: Place the title at the top of the first page, Long title should be typed on two or more lines without a blank line intervening. Approximately, put the title at 2.7cm (1.1in) from the top of the page.

Authors' names: Place the authors' names just below the title, leaving an extra space of

0.2cm (.1in) between the title and the authors' names.

Abstract: The width of the abstract text should be smaller than the width of the columns for the text in the body of the paper by about 0.7cm (0.3in) on each side. Center the word **Abstract** in bold form above the body of the abstract. Leave an extra space of 0.4cm (.2in) between the authors' names and the abstract. The abstract should be no longer than 200 words.

Text: Begin typing the main body of the text immediately after the abstract, observing the two-column format as shown in this example.

2.3 Sections

Headings: Type and label section and subsection headings in the style shown on these pages. Use numbered sections, in order to facilitate cross references.

References: Citations within the text could appear in parentheses as (Jensen, 2001) or, if the author's name appears in the text itself, as Buntine (1996). There is also possible to use only the year like (1992) when no ambiguities are possible. Gather the full set of references together under the heading **References**; place the section before any **Appendices**, unless they contain references. Arrange the references alphabetically by first author, rather than by order of occurrence in the text. Provide as complete a citation as possible, using a consistent format, such as the one in the *Publication Manual of the American Psychological Association* (APA, 1983). Use of full names for authors rather than initials is preferred. A list of abbreviations for common computer science journals can be found in the ACM *Computing Reviews* (ACM, 1983).

The LaTeXand BibTeX style files provided roughly fit the APA format, allowing regular citations (Author, year), short citations for text that mentions the Author (year), and multiple citations (Author, year; Author, year; Author, year).

Appendixes: Appendixes, if any, directly follow the text and the references (but see above). Letter them in sequence and provide an informative title: **Appendix A. Title of Appendix.**

2.4 Footnotes

Footnotes: Put footnotes at the bottom of the page. They may be numbered or referred to by asterisks or other symbols.[1] Footnotes should be separated from the text by a line.[2]

2.5 Graphics:

Illustrations: Place figures, tables, and photographs in the paper near where they are first discussed, rather than at the end, if possible. Wide illustrations may run across both columns.

Captions: Provide a caption for every illustration; number each one sequentially in the form: "Figure 1. Caption of the Figure." "Table 1. Caption of the Table." Type the captions for figures below the figures. Type the captions for tables above the tables.

3 Length of Submission

Eight pages (8) is the length limit for PGM'04 submissions. All illustrations, references, and appendices must be accommodated within these page limits, also observing the formatting instructions given in the present document. This will also be the number of pages allocated for each paper in the PGM'04 proceedings.

Papers that do not conform to the specified length and formatting requirements are subject to be rejected without review.

4 Submission Procedure

Paper registration: Authors who have the intention to submit a paper to PGM'04 should submit a notification of submission by filling in the form "abstract registration", which can be found at

http://www.cs.kun.nl/pgm04

[1] This is how a footnote should appear.

[2] Note the line separating the footnotes from the text.

The authors should fill in the title of the paper, the author correspondence information (name, address, phone/fax number, and e-mail address), up to 5 keywords and a short summary (up to 200 words).

Each submission will be assigned an **identification number**. Please use it on all correspondence with the program committee.

Paper submission: All papers must be uploaded at the same web address. Please, to upload your paper use the **identification number** plus your **e-mail address** in order to have access at the "upload page". The preregistrarion of the paper must be done by 28th May, 2004. The paper must be submitted no later than 1st June, 2004. Papers submitted after that time will not be reviewed. Papers must be in PDF or PS format. The program committee will make every attempt to print out your paper successfully, but cannot take responsibility if they do not. Authors are strongly encouraged to submit papers 48 hours before the submission deadline so that unprinting formats can be detected and corrected by the submission deadline. If for some reason an author is not able to submit electronically, please contact Peter Lucas (peterl@cs.kun.nl) concerning hard-copy submission.

References

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