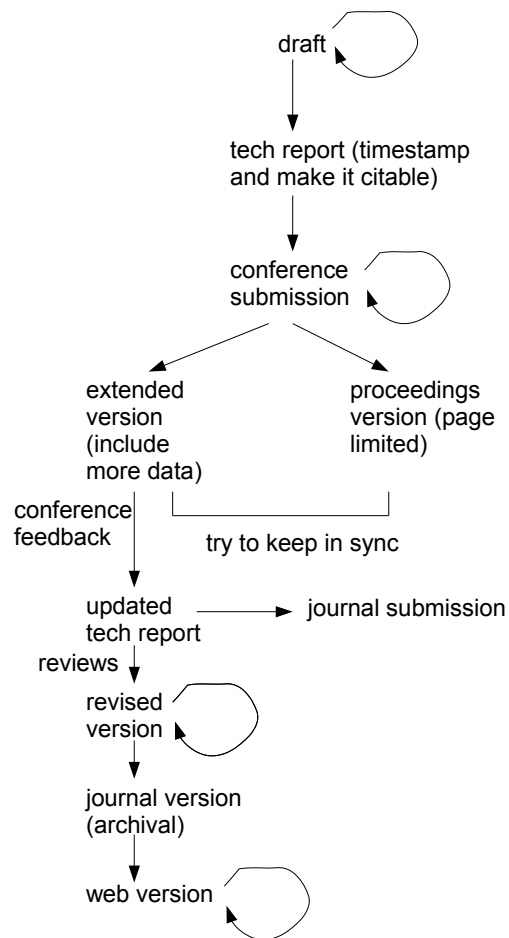


12 How to write a paper

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1 Life cycle of a paper



It is important to use CVS to organize all the versions.

2 The structure of a paper

- Title

The title should be *informative*, that is, it should tell what the paper is about. It should also be *concise, memorable*, and, by all means, it must be *original*.

- List of authors

Usually, the list of authors is in alphabetical order. In some communities the order reflects the contribution of the authors; there's nothing to lose when using alphabetical order. However, one should follow the standard of the community when submitting an article.

- Abstract

This is the most important piece because is the most read one. A good abstract is *informative* and *brief*. The abstract should be written last or at least it should be revised before concluding work on the paper.

- Introduction

In the introduction, the problem should be stated as soon as possible. The focus should be on *what is the problem?* and on *what is our contribution?*. Here, a well-chosen example ist gold.

- Body

The body should substantiate the claims made in the introduction, no less and no more than that.

- Conclusion

The conclusion should summarize contributions, mention possible extensions, and draw relations to other work, making use of the fact that the user has seen the details. It is important not to just repeat the introduction.

- Acknowledgments

Express your gratitude to colleagues who brought minor contributions to the paper: proof reading, helpful discussions, also sugesstions by anonymous referees. Contributions more significant than that should be considered co-authorship.

- References

Cite all work that is relevant to your paper. Do not include citations for any other reason.

- Related Work

Every paper should contain a discussion of related work. This can be included either early in the paper to serve as a motivation, or at the end of the paper where we can be more precise.

Put other people's work in a good light, always try to be positive. (This will also put your work in a better light.)

Title, list of authors, and abstract should be textual. Avoid citations and symbols in these parts.

3 Further advices

- Proofreading

There is a limited set of proofreaders, so you must use them on the right version since you can use them only once.

- Weaknesses

Acknowledge weaknesses in your approach.

- Advice on Research and Writing

<http://www.cs.cmu.edu/~mleone/how-to.html>