

SIG-NEWGRAD - Fall 2004

University of Delaware

Instructions for Written Technical Summaries

1 The Deliverable

The final deliverable is a document that you have written which summarizes each of the faculty's research, based on their 15 minute research presentations. The document should contain one paragraph for each faculty member who has presented in SIG-NEWGRAD this semester. The expected content of each paragraph is described below.

2 The Process

You should do the following to make the most of this experience with the least amount of stress at the end of the semester.

1. Shortly after the first research presentation, start a latex file for your summary paper, and learn how to process it. Develop a short introductory paragraph. Follow the latex example file and instructions given at the location designated in the SIG-NEWGRAD web page.
2. Listen and take notes during the research presentations.
3. Write your paragraph on each faculty member's research shortly after listening to their presentation.
4. Concatenate the paragraphs together as you go in your latex file.
5. Identify at least one citation from each faculty member's research to include in your bibliography. Add this to your bibtex file and include a citation within the appropriate summary paragraph.
6. After all research presentations are finished, write a short conclusion paragraph.
7. Hand in your processed, nicely formatted version of your summary by (5 pm) 4 days after the last day of classes.

3 Content

The purpose of the written summaries is to formulate your own summary of the research. Each paragraph summary should include the following:

1. general description of the research area
2. the specific problems being addressed by the faculty member's research group
3. the general approach/strategies being investigated
4. the importance of the contributions

These summaries should be your own writing, not taken from a web site or paper written by others.

Your summary should include a bibliography of at least one citation of one paper from each faculty member's published research papers. The purpose of this requirement is to give you experience creating bibliographies and citations within latex documents.

4 Style

The technical summaries should be prepared with Latex using the supplied formatting style file. The paper should be spell-checked, and written in a technical writing style, not conversation style. Any paraphrased or direct quotes should be cited, and a bibliography should be included at the end.

5 Evaluation

The written summaries will be evaluated by the following criteria:

- Technical content - how well did you summarize the research
- Writing style - grammar, technical writing style, spelling, overall organization of sections, flow of thoughts.
- Formatting - did you follow the formatting guidelines? cite properly, include a bibliography at the end?