LWA-05 Format Instructions for Submissions

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Abstract

The *LWA-05 Proceedings* will be printed from electronic manuscripts submitted by the authors. We require submissions in the final format, except in extenuating circumstances. This file includes the style instructions for submissions. Authors should also be sure to consult the Call for Papers.

1 Introduction

For the submission of papers to the reviewing process, we require only the electronic version of the manuscript. The electronic version must be a PDF (*Portable Document Format*) file formatted for A4 paper.

1.1 Word Processing Software

As detailed below, LWA has prepared and made available a set of LaTeX macros for use in formatting your paper. If you are using some other word processing software (such as Word, WordPerfect, etc.), please follow the format instructions given below and ensure that your final paper looks as much like this sample as possible.

2 Style and Format

LaTeX and BibTeX style files that implement these instructions can be retrieved electronically. (See Appendix A for instructions on how to obtain these files.)

2.1 Layout

Print manuscripts two columns to a page, in the manner in which these instructions are printed. The exact dimensions for pages are:

- left and right margins: $0.75''$
- column width: $3.25''$
- gap between columns: $0.25''$
- top margin—first page: $1.375''$
- top margin—other pages: $0.75''$
- bottom margin: $0.85''$
- column height—first page: $7.625''$
- column height—other pages: $10''$

All measurements assume an A4 page size. A word version of this form is also available.

2.2 Format of Electronic Manuscript

For the production of the electronic manuscript you must use Adobe's *Portable Document Format* (PDF). This format can be generated, for instance, on Unix systems using `ps2pdf`. Under Windows, Adobe's `Distiller` can be used. For reasons of uniformity, Adobe's *Times Roman* font should be used (note that this font is about 10% denser than LaTeX's default *Computer Modern* font). In LaTeX2e this is accomplished by putting

```
\usepackage{times}
\usepackage{latexsym}
```

in the preamble.

2.3 Title and Author Information

Center the title on the entire width of the page in a 14-point bold font. Below the title a list of content areas for the paper should appear. Similarly, credit to a sponsoring agency should appear only on the Submission Title Page; in their final form, accepted papers may include this information on the first page.

2.4 Abstract

Place the abstract at the beginning of the first column $3.0''$ from the top of the page, unless that does not leave enough room for the title and author information. Use a slightly smaller width than in the body of the paper. Head the abstract with "Abstract" centered above the body of the abstract in a 12-point bold font. The body of the abstract should be in the same font as the body of the paper.

The abstract should be a concise, one-paragraph summary describing the general thesis and conclusion of your paper. A reader should be able to learn the purpose of the paper and the reason for its importance from the abstract. The abstract should be no more than 200 words long.

2.5 Text

The main body of the text immediately follows the abstract. Use 10-point type in a clear, readable font with 1-point leading (10 on 11).

Indent when starting a new paragraph, except after major headings.

2.6 Headings and Sections

When necessary, headings should be used to separate major sections of your paper. (These instructions use many headings to demonstrate their appearance—your paper should have fewer headings.)

Section Headings

Print section headings in 12-point bold type in the style shown in these instructions. Leave a blank space of approximately 10 points above and 4 points below section headings. Number sections with arabic numerals.

Subsection Headings

Print subsection headings in 11-point bold type. Leave a blank space of approximately 8 points above and 3 points below subsection headings. Number subsections with the section number and the subsection number (in arabic numerals) separated by a period.

Subsubsection Headings

Print subsubsection headings in 10-point bold type. Leave a blank space of approximately 6 points above subsubsection headings. Do not number subsubsections.

Special Sections

In the final version of your paper, you may include an acknowledgments section, including acknowledgments of help from colleagues, financial support, and permission to publish. However, please omit this from your submission in order to facilitate blind reviewing.

Any appendices directly follow the text and look like sections, except that they are numbered with capital letters instead of arabic numerals.

The references section is headed "References," printed in the same style as a section heading, but without a number. A sample list of references is given at the end of these instructions. Use a consistent format for references, such as provided by BibTEX. The reference list should not include unpublished work. Also, when referring to your own work in the text, use the third person, rather than the first person, again, to facilitate blind reviewing. Say, "Previously, Gottlob has shown that..." rather than, "In my previous work, I showed that..."

2.7 Citations

Citations within the text should include the author's last name and the year of publication, for example [Cheeseman, 1985]. Append lowercase letters to the year in cases of ambiguity. Treat multiple authors as in the following examples: [Abelson *et al.*, 1985] (for more than two authors) and [Brachman and Schmolze, 1985] (for two authors). If the author portion of a citation is obvious, omit it, e.g., Levesque [1984b]. Collapse multiple citations as follows: [Levesque, 1984a; Haugeland, 1981].

2.8 Footnotes

Place footnotes at the bottom of the page in a 9-point font. Refer to them with superscript numbers.[1] Separate them from the text by a short line.[2] Avoid footnotes as much as possible; they interrupt the flow of the text.

3 Illustrations

3.1 General Instructions

Place illustrations (figures, drawings, tables, and photographs) throughout the paper at the places where they are first discussed, rather than at the end of the paper. If placed at the bottom or top of a page, illustrations may run across both columns.

[1]This is how your footnotes should appear.

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

Whenever possible, illustrations should be rendered electronically or scanned and placed directly in your document pages. All illustrations should be in black and white since color illustrations may cause problems. If you cannot merge illustrations directly into your file, securely attach them to the master form with glue stick, spray adhesive, rubber cement, or white tape.

Number illustrations sequentially. Use references of the following form: Figure 1, Table 2, etc. Place illustration numbers and captions under illustrations. Leave a margin of 1/4-inch around the area covered by the illustration and caption. Use 9-point type for captions, labels, and other text in illustrations.

Do not use line-printer printouts or screen-dumps for figures—they will be illegible when printed. Avoid screens or pattern fills as they tend to reproduce poorly.

3.2 Photographs

As mentioned above, whenever possible, illustrations should be rendered electronically or scanned and placed directly in your document pages. If you need to include photographs, use only glossy black and white photographs. Color photographs do not reproduce well (Red will reproduce as black, for example.).

4 Length of Papers

Submissions must not be more than *six* (6) pages. All illustrations and references must be included in the 6-page allowance. *Papers that exceed this limit will not be reviewed.*

Acknowledgments

The preparation of these instructions and the LATEX and BibTEX files that implement them was supported by Schlumberger Palo Alto Research, AT&T Bell Laboratories, and Morgan Kaufmann Publishers.

The LATEX Style File for the LLWA 2003 was adapted by Andreas Hotho.

A Using LATEX

A LATEX style file for version 2e of LATEX that implements these instructions has been prepared, as has a BibTEX style file for version 0.99c of BibTEX (*not version 0.98i*) that implements the citation and reference styles here.

The relevant files are *lwa05.sty* and *lwa05-submit.tex* and the bib-tex file *named.bst* which are currently available at *www.dfki.de/lwa2005*. The file *lwa05-submit.tex* contains the LATEX source of the present document which may serve as a formatting sample.

References

[Abelson *et al.*, 1985] Harold Abelson, Gerald Jay Sussman, and Julie Sussman. *Structure and Interpretation of Computer Programs*. MIT Press, Cambridge, Massachusetts, 1985.

[Brachman and Schmolze, 1985] Ronald J. Brachman and James G. Schmolze. An overview of the KL-ONE knowledge representation system. *Cognitive Science*, 9(2):171–216, April–June 1985.

[Cheeseman, 1985] Peter Cheeseman. In defense of probability. In *Proceedings of the Ninth International Joint Conference on Artificial Intelligence*, pages 1002–1009, Los Angeles, California, August 1985. International Joint Committee on Artificial Intelligence.

[Haugeland, 1981] John Haugeland, editor. *Mind Design*. Bradford Books, Montgomery, Vermont, 1981.

[Lenat, 1981] Douglas B. Lenat. The nature of heuristics. Technical Report CIS-12 (SSL-81-1), Xerox Palo Alto Research Centers, April 1981.

[Levesque, 1984a] Hector J. Levesque. Foundations of a functional approach to knowledge representation. *Artificial Intelligence*, 23(2):155–212, July 1984.

[Levesque, 1984b] Hector J. Levesque. A logic of implicit and explicit belief. In *Proceedings of the Fourth National Conference on Artificial Intelligence*, pages 198–202, Austin, Texas, August 1984. American Association for Artificial Intelligence.