iRODS User Group Meeting 2017 Proceedings Format

First Author Name
Affiliation
Address
email@addre.ss

Second Author Name
Affiliation
Address
email@addre.ss

Third Author Name
Affiliation
Address
email@addre.ss

ABSTRACT

In this paper we describe the formatting requirements for iRODS User Group Meeting (UGM) 2017 Proceedings and offer some writing recommendations. Please review and follow this document even if you have submitted to iRODS meetings before. We have endeavored to select a format that is consistent with the spirit of the iRODS UGM and readable both on the screen and on the printed page. Please note that: (1) papers should be submitted as a single PDF file; (2) papers should be 4-10 pages in length—page count will vary depending on figures, tables, bibliography, etc.; (3) figures may be in color, but should be legible in black and white; and (4) citations should conform to the IEEE numbered citation style. Thank you for submitting to the iRODS User Group Meeting!

Keywords

Guides, instructions, author's kit, meeting publications.

INTRODUCTION

This format will be used for the submissions that are published in the meeting proceedings to give them a consistent, high-quality appearance. Please follow the simple guidelines set forth in this document. If your paper is accepted, it will ease the transition from submission to publication and it will ensure that your paper is the correct length.

The easiest way to format your paper so that it complies with the standards set forth in this template is to download this template from the iRODS UGM website and replace the content with your own material. The template file contains the proceedings' formatting styles (e.g., `Normal`, `Heading`, `Bullet`, `Table Text`, `References`, `Title`, `Author`, and `Affiliation`). Updating the template with your own content and applying the appropriate styles should make it easier to format your submission.

PAGE SIZE

On each page, your material should fit within a rectangle of 6.5 in x 9 in. (1 inch margins), centered on a US letter page. Right margins should be justified, not ragged.

PAGE NUMBERING, HEADERS, AND FOOTERS

Please submit your paper with page numbers centered in the footer. These page numbers will be removed from the final version of accepted papers. New page numbers, headers, and footers will be added for the combined proceedings.

SECTIONS

Section headings should be in Arial 9-point bold, all capitals (`Heading 1` Style in this template file). Use Helvetica if Arial is not available. Sections should not be numbered.

Subsections

Subsection headings should be in Arial 9-point bold with initial letters capitalized (`Heading 2`). (Note: For sub-sections and sub-subsections, a word like *the* or *of* is not capitalized unless it is the first word of the heading.)

Sub-subsections

Headings for sub-subsections should be in Arial 9-point italic with initial letters capitalized (`Heading 3`).

Title and Authors

Your paper's title, authors, and affiliations should span the full width of the page. The title should be in Arial 18-point bold. Use Helvetica if Arial is not available. Authors' names should be in Arial 11-point bold, and affiliations in Arial 11-point (note that `Author` and `Affiliation` are defined Styles in this template file).

To position names and affiliations, use a single-row table with invisible borders as shown above. The easiest thing to do is to use the table included in this document and modify it as necessary. If there is only 1 author, simply delete the extra two cells and center the author's name and affiliation. If there are only 2 authors, delete the extra cell and ensure that both author's names and affiliations are centered within equal width cells. No more than 3 authors (3 tables cells) should appear in the same row across the page. If there are more than 3 authors, these additional authors and their affiliations should be listed below the first three authors in a separate row.

Abstract and Keywords

Every submission should begin with an abstract of about 200-300 words, not to exceed 300 words. The abstract submitted for review and acceptance to the iRODS UGM may be used; but if it exceeds 300 words, it will need to be pared down for inclusion in this document. Abstracts exceeding 300 words will be truncated. The abstract should be a concise statement of the problem, approach, and conclusions of the work described. It should clearly state the paper's contribution to the iRODS community.

Body Text: Normal Style

Please use a 10-point Times Roman font (Times New Roman in Microsoft Word on the PC) or, if this is unavailable, another proportional font with serifs, as close as possible in appearance to Times Roman 10-point. On a Macintosh, use the font named Times and not Times New Roman. The `Normal` style is available for body text. Please use sans-serif or non-proportional fonts only for special purposes, such as headings, not for the main body of the paper. Fixed-width fonts should be used for code samples.

First Page Copyright Notice

Use the first page's footer (1.25 in.) for the copyright notice. You should edit the text that currently appears in the first page's footer as appropriate to your situation or needs.

CONTENT

For papers reporting on research, the background and purpose of the study should be stated first, followed by details of the methods, materials, procedures, and equipment used. Findings, discussion and conclusions should follow in that order. For papers highlighting iRODS development activities, the need for and purpose of the development should be stated first, followed by details of the procedures and techniques used. Illustrative examples in the form of diagrams or code samples will help clarify and underscore the importance of the techniques used. Advantages and limitations of development activities and techniques should be discussed. For papers highlighting benchmarking activities, the need for and purpose of the benchmarking should be discussed, followed by details on procedures and techniques used. An analysis of the outcomes and lessons learned should also be included. For papers reporting on best practices, case studies, or other aspects iRODS use and data management, the authors should strive for a

structure that will be clear to their intended audience and should include some form of analysis to assess the value of any recommendations.

For the sake of clarity, we ask that you emphasize the most salient points of your work. Be clear about what you have done and distinguish your accomplishments from your future plans. Situate your work by citing appropriate related work and specifying your work's unique contribution to the iRODS community. Finally think carefully about what readers will take away with them—how do you want to influence the iRODS community? Why will others cite your paper?

Language

Spelling and punctuation for iRODS UGM papers may use any dialect of English (e.g., British, Canadian, US, etc.) provided usage is consistent. To ensure your paper is written appropriately for an international audience, please pay attention to the following stylistic conventions:[1]

- Write in a straightforward style.
- Try to avoid long or complex sentence structures.
- Briefly define or explain all technical terms that may be unfamiliar to readers.
- Explain acronyms the first time you use them—e.g., "Digital Signal Processing (DSP)".
- If possible, use the full (extended) alphabetic character set for names of persons, institutions, and places (e.g., Grønbæk, Lafreniére, Sánchez, Universität, Weißenbach, Züllighoven, Århus, etc.).

FIGURES, TABLES, CAPTIONS, FORMULAS, AND CODE SAMPLES

Place figures, tables, captions, formulas, and code samples on the same page as the relevant text, or at the top of the page that immediately follows the relevant text. Figures, tables, and their captions should be centered within the page margins. Formulas should be centered within the page margins but do not require captions. Code samples should be left aligned and do not require captions. All are included in the page limit.

Captions

Captions should be used for figures and tables. They are not required for formulas and code. Captions should be Arial 9-point bold (`Caption` Style in this template file). They should be numbered (e.g., "Table 1" or "Figure 2"), centered, and placed beneath the figure or table. Please note that the words "Figure" and "Table" should be spelled out (i.e., "Figure" rather than "Fig.") wherever they occur.

Figures

Most users, we believe, will view the proceedings online, so color figures may be used. However, please ensure there is enough contrast so that if proceedings are printed on a black and white printer, figures are legible. Ten point spacing or a 1.5 line space above and below the figure should be inserted to separate it from body text.

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[1] The items in this bulleted list were formatted using the `Bullet` Style (in this template file).

Figure 1. Figure captions should be centered below the figure.

Please insert images in such a way that they are included in your PDF file. In other words, please submit a single PDF file (not a zip file). This will greatly expedite the review process.

Tables

Use Arial 9 point for table text. The `Table Text` style in this template file may be used. Ten point spacing or a 1.5 line space above and below the table should be inserted to separate it from body text.

Table Header	Table Header	Table Header
Text	Text	Text
Text	Text	Text

Table 1. Table captions should be centered below the table.

Formulas

Formulas or equations should be centered below body text. Ten point spacing or a 1.5 line space above and below the formula should be inserted to separate it from body text.

$$x + y = z$$

Code Samples

Code samples should be left aligned and displayed with a fixed width font. You may use the `Code` style available in this file. Ten point spacing or a 1.5 line space above and below the code should be inserted to separate it from body text. If possible, avoid displaying code across pages. Use a page break or keep with next settings to keep the code together on one page.

```
ReplicateAllFilesWithExtension {
      *Query = SELECT COLL_NAME, DATA_NAME WHERE DATA_NAME LIKE "%.*Extension";
      foreach(*Row in *Query) {
            *SourceFile = *Row.COLL_NAME++"/"++*Row.DATA_NAME;
            msiDataObjRepl(*SourceFile,"destRescName=*Resource",*Status);
            writeLine("stdout","Replicated *SourceFile to *Resource");
      }
}
INPUT *Extension="txt", *Resource="backupResc"
OUTPUT ruleExecOut
```

REFERENCES AND CITATIONS

Use numbered references and citations similar to IEEE bibliography and citation style (`http://www.ieee.org/documents/ieeecitationref.pdf`). Unlike IEEE style, no part of the source title should be truncated. For example, IEEE recommends truncating the word *Journal* to *J*. For the iRODS UGM, please spell out all words in a source title. Samples of this citation style at the end of this document were taken from an example document offered for paper submission to the IEEE International Conference on Mechatronics and Automation 2014 (`http://www.fgs.sjp.ac.lk/icma2014/abstract/sample.doc`). *The references cited in this paper are included for illustrative purposes only.*

Citations should appear in the body text every time a separate work is being quoted, paraphrased, or otherwise referenced. Citations in the body text should be numbered, with numbers appearing in brackets. The number should correspond to the reference to which it refers. For example,

As May [2] has shown, design patterns are critical for enabling code re-use.

Bibliography references should be in 10 point type (using the same font as the document's running text) and should be numbered and listed in the order in which they appear in the body of the paper.

The accuracy and completeness of the references is the responsibility of the author. Your references should be published materials accessible to the public. Internal technical reports may be cited only if they are easily accessible (i.e., you provide the address for obtaining the report within your citation) and may be obtained by any reader for a nominal fee. Proprietary information may not be cited.

PRODUCING AND TESTING PDF FILES

This year we are requiring that submissions be submitted in PDF to facilitate the review and publication process. Later versions of Word (including Word 2007) allow you to create PDF directly from your Word document by selecting "Save as" and "PDF or XPS" from the hierarchical menu. Remember that readers may either print your file or read it on the screen. It is prudent to check the appearance of figures on a black and white printer.

Please be sure that your PDF file falls within the page limit for your submission category. We reserve the right to return papers that exceed the stated length limits to their authors. Be sure that the PDF file can be read and printed using Adobe Acrobat Reader, Version 9. Adobe Acrobat Reader is free and may be downloaded and installed from `http://www.adobe.com/products/acrobat/`.

CONCLUSION

We have instituted a template for several reasons: we want the proceedings to have a consistent and professional look, and we are applying readability guidelines to dictate some important layout parameters.

REFERENCES

[1] Smith, T.F., Waterman, M.S.: Identification of Common Molecular Subsequences. Journal of Molecular Biology. 147, 195--197 (1981)

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[4] Czajkowski, K., Fitzgerald, S., Foster, I., Kesselman, C.: Grid Information Services for Distributed Resource Sharing. In: 10th IEEE International Symposium on High Performance Distributed Computing, pp. 181--184. IEEE Press, New York (2001)

[5] Foster, I., Kesselman, C., Nick, J., Tuecke, S.: The Physiology of the Grid: an Open Grid Services Architecture for Distributed Systems Integration. Technical report, Global Grid Forum (2002)

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