

17th ACM SYMPOSIUM ON APPLIED COMPUTING

(SAC 2002)

INSTRUCTIONS FOR AUTHORS

PLEASE REVIEW THIS MATERIAL CAREFULLY
DUE DATE: November 9, 2001

Dear Author:

Congratulations on having your paper accepted for presentation at the Symposium, and for printing in the conference *Proceedings*. Please make all indicated corrections and return to your track chair by the above indicated date:

1. the final camera-ready paper
2. a photocopy of the final camera-ready paper
3. a completed **original** (faxes/copies are not acceptable) copyright release signed by at least one author (and preferably by all authors)
4. a completed A/V request form, if applicable
5. your completed author registration form for at least one of the authors
6. a **copy** of the paid author registration form
7. registration fee
8. any applicable extra page, tutorial, additional banquet ticket fees.
9. a short biography of presenter

Acceptance is conditional upon our receiving all the above items by the deadline.

If your work must be cleared or approved by your institution, company, or governmental agency before publication, please be sure that process is completed by the due date above or we will not be able to include it in the conference Proceedings. PLEASE NOTE: PAPERS CANNOT BE PUBLISHED IF ALL THE ABOVE ITEMS ARE NOT RECEIVED BY THE CAMERA-READY DUE DATE.

The following information is provided to aid you in preparing your paper for publication in the *Proceedings*, which will be distributed at the conference. Please follow the instructions carefully.

Final papers that do not adhere to the given instructions may not be accepted for inclusion in the proceedings.

Items which Must Accompany Final paper Submission

1. Camera-ready Copy

For complete papers, submit your manuscript on high-quality bond paper in the format specified below. The total number of pages allowed with your registration without any extra page fee is five (5). The additional page charge is specified on the registration form. A maximum of 8 pages in total is allowed for each manuscript.

For short papers, you should submit two (2) pages or less in the required format, on high-quality bond paper. One additional page may be included for an additional page charge as specified on the registration form. The maximum number of pages for short papers is three (3).

2. Photocopy

One photocopy of the final camera-ready paper must be included in addition to the original camera-ready copy.

3. Registration form and payment

Payment of the fees (registration and extra page fees) is a requirement of having your paper published in the proceedings. You should include your extra page fee with your registration. Also, please include a *copy* of your registration form which your track chair will send to the publication chair with the camera-ready copy of your paper.

The Advance Registration fee is associated with publication of the paper and is *not refundable*, but is transferable to the designee who will present your paper at the conference. Please note that each registration form/fee entitles the author to present one paper.

4. Transfer of Copyright Form

As a condition for acceptance of papers, we require that all authors execute the copyright transfer to ACM. Please note that by signing the form you are simply giving your permission to ACM to publish the paper. For this reason, there is no problem if the material is already in the public domain, such as work done with government support. ACM controls the commercial use of material we publish, while you or your company retain the right to reuse the work, in whole or in part.

The form must be signed by at least one author, and preferably by all authors. The original, signed form must accompany the camera-ready copy of your paper. Neither faxes nor any copies other than the original will be accepted. The copyright form can be found at http://www.acm.org/pubs/copyright_form.html.

5. Special A/V Requests

An overhead projector is available in every room. If other equipment is needed, return the attached A/V Request Form. *You cannot assume that special A/V requests will be available at the time of the conference without prior notification.*

6. Biographical Note

A very brief note about you for use as introductory material by your Session Chair at the conference.

All material should include your full name. Your name should be consistent across materials.

If you wish to be notified of receipt of your paper, please include a self addressed, stamped postcard. It will be returned to you to acknowledge receipt of your paper. No other form of notification will be sent.

Thank you for your interest and cooperation. We hope that you will find participation in the conference professionally stimulating and rewarding. If you have any questions regarding the conference or your paper submittal, please call or write us.

Instructions for Preparation of Manuscript

Because of the proliferation of Laser Printers, SAC feels it is possible to achieve high-quality, camera-ready copy on standard 8 1/2" x 11" sheets.

The *Proceedings* will be printed directly from the manuscripts submitted by authors. It is important to note that the appearance of your paper in the Proceedings will depend upon the care you take in preparing the original manuscript and graphic material. SAC is not responsible for replacing or correcting papers or pages. Please be sure your camera-ready paper is free of typographical errors or omissions before sending it to SAC.

Typing and Layout Sheets:

Layout templates are located at <http://www.acm.org/sigs/pubs/proceed/template.html>. (Specs are also provided at the end of this document.) Remember that it is imperative that you adjust your margins on the A4 paper so that, after copying, .75" left and right margins will exist on the 8 1/2" by 11" paper. Failure to do so, may result in your paper not being published. Also, be sure that you follow the copyright notice guidelines below.

Copyright Paragraph For First Page Of Each Paper

The following ACM Copyright Paragraph must appear on the first page of each paper, except those authors who have signed in Box B (work for U.S. Government) of the copyright form.

Permission to make digital or hard copies of all or part of this work for personal or classroom use is granted without fee provided that copies are not made or distributed for profit or commercial advantage, and that copies bear this notice and the full citation on the first page. To copy otherwise, to republish, to post on servers or to redistribute to lists, requires prior specific permission and/or a fee.

SAC 2002, Madrid, Spain
© 2002 ACM 1-58113-445-2/02/03...\$5.00

See Figure 1 below as an example.

<p>firewalls, access control, certificates, and data encryption are being used to protect systems against unauthorized access. However, as can be gathered from frequent media reports about system break-ins, there is no foolproof technique that totally eliminates all the security loopholes in a system. Databases form the prime target for many of the malicious activities carried out by intruders.</p> <hr/> <p>Permission to make digital or hard copies of all or part of this work for personal or classroom use is granted without fee provided that copies are not made or distributed for profit or commercial advantage and that copies bear this notice and the full citation on the first page. To copy otherwise, to republish, to post on servers or to redistribute to lists, requires prior specific permission and/or a fee.</p> <p>SAC 2002, Madrid, Spain © 2002 ACM 1-58113-445-2/02/03...\$5.00.</p>	<p>In section 2, we present the related work and the motivation for this research. The model has been discussed in section 3 and the recovery procedure is described in section 4. Section 5 concludes the paper.</p> <h2>2. PRIOR WORK AND MOTIVATION</h2> <p>The damage inflicted on a database can spread manifold within a short time. This is especially true when the transactions are inter-dependant and there is lot of activity in the system. Hence, it is very important to restore the system to a consistent state at the earliest possible. Traditional recovery techniques, which deal with media and system failures, are not efficient in dealing with malicious attacks. They tend to rollback the database to the point of attack, that is, each and every transaction that is present after the malicious transaction is undone even if it does not have any relationship with the attacking transaction. All these transactions except for the malicious transaction(s) are then redone to bring the</p>
---	--

Figure 1: An example 1st page (partially shown) of a paper showing the Copyright notice.

For Government Papers:

Exception B: Government papers - ACM Copyright Form (signed part B)

Option #1. Government employee/authors (US and other)

Include the following at the bottom of the first column on the first page. Notice that the bibliographic strip appears without copyright.

This paper is authored by an employee(s) of the [U.S.]
Government and is in the public domain.

SAC 2002, Madrid, Spain
ISBN 1-58113-445-2/02/03

Option #2. Government-affiliated authors (funded contractors or co-authors with government employees) The following should appear at the end of the first column on the first page. *Note: ACM copyright is evident in this case.*

© 2002 Association for Computing Machinery. ACM
acknowledges that this contribution was authored or co-
authored by a contractor or affiliate of the [U.S.]
Government. As such, the Government retains a nonexclusive,
royalty-free right to publish or reproduce this article, or
to allow others to do so, for Government purposes only.

SAC 2002, Madrid, Spain
© 2002 ACM 1-58113-445-2/02/03...\$5.00

Option #3. Foreign Government Holding Copyright

Include the following at the bottom of the first column on the first page.

This paper is co-authored by employees of [agency] and
is copyright by the Government of [country]. Non-
exclusive permission to copy and publish the paper is
granted, provided that the authors and [agency] are
clearly identified as its source.

© 2002 [Govt. agency or Crown of _____]

Abstract:

Begin each paper with an abstract (100-200 words) that summarizes the topic and important results presented in the paper. It should start in the left column, approximately 3 lines below the author address.

Keywords:

After the abstract, include a list of no more than five keywords.

Page Numbering and Paper Identification:

Do not type page numbers. Simply write the sequential numbers and total number of pages to your paper on the back of each page (e.g., 1 of 6, 2 of 6, etc.) in pencil. The publisher will insert final page numbers.

Print the first author's name, in pencil only, on the back of each page just above the page numbering. This is for handling and identification purposes only and will not be reproduced.

Tables and Illustrations:

All artwork, figures, captions, graphs, and tables will be reproduced exactly as you submit them. All artwork, figures, captions, graphs, tables, etc., will be reproduced in black & white.

If pasting on a table or graph, tape is permissible. However, tape across the entire page so copying will not result in black lines. Also, any type of paper glue is permissible.

Biography:

If space permits, it is worthwhile to include a brief biography (no more than 200 words) of the author(s) at the end of the manuscript. This allows the viewing and reading audience to become familiar with the background of the author, thus giving the paper greater impact and validity.

Speakers Instructions

Good visual aids can greatly enhance the effect your presentation has on the audience. Often an attempt is made to present too much material and too much detail. Visual aids, the primary means to hold audience attention, need to be well conceived and meticulously prepared. It is our hope that these guidelines will help you prepare a fine visual presentation.

Plans call for the nominal session to run 1 1/2 hours without a break and to include four or five papers. The Session Chair divides the session time equally among the paper, allowing 5 minutes per paper for audience questions and comments.

Remember that your entire paper is published in the *Proceedings*. Your objective in the oral presentation should be to describe the highlights of your paper, progress since the paper was written, and future plans. Do NOT try to present the paper in its entirety. *Please, do not read your paper to the audience.*

Preparation of Presentations

The most significant constraint facing you as a speaker is the time limit for your presentation. In the time allotted, you can probably speak about 2000 words; far less than the size of your paper.

This time limit also restricts the number of concepts or major technical points that you can make and expect your audience to absorb. As a guideline, it is suggested that you limit yourself to no more than 10 technical points.

Logically linked by the theme of your paper, each of these technical points can be expressed as a declarative statement, substantiated with supporting material.

Visual Aids

The best way to present material in a limited time period is to use well-conceived visual aids that support each of the points to be made. As a first approximation, the speaker should plan overhead foils for each of the 10 technical points that he plans to present.

Visual aids significantly simplify the presentation task. They simultaneously focus the audience attention and cue you as the speaker.

Your foils should be kept simple and neat. Too much "clutter" is distracting. Please use at least 18 points font size for your foils.

Speaker Attitude and Spontaneity

The primary advantage for the speaker who organizes his/her presentation in this manner is that he/she can approach the audience with the assurance that he/she can easily and effectively present the salient points in his/her paper.

ACM Proceedings Specifications

Title:	Centered 18 pt, Bold, Helvetica
Author, ACM Fellow:	Centered 12 pt, Helvetica
Affiliation:	Centered 10 pt, Helvetica
Email:	Centered 12 pt, Helvetica
Abstract:	Flush Left 12 pt, Bold, Times Roman
Section (heading 1):	Flush Left 12 pt, Bold, Times Roman, numbered-ex: 1
Subsection (heading 2):	Flush Left 12 pt, Bold, Times Roman, numbered-ex 1.2
Subsubsection (heading 3):	Flush Left 11 pt, Italics, Times Roman, numbered-ex 1.2.3
Subsubsubsection (heading 4):	Flush Left 11 pt, Italics, Times Roman, numbered- ex 1.2.3.4
Subsubsubsubsection (heading 5):	Flush Left 11 pt, Italics, Times Roman, numbered-ex 1.2.3.4.5
Text:	2 column, justified, size of type 9 pt. space between lines 10 pt
Text Font:	Times Roman
Column width:	3.33" (8.45 cm)
2 column gutter:	.33"(.83 cm)
Top Margin:	1" (2.54 cm)
Right Margin:	From edge .75" (2.54 cm)
Left Margin:	From edge .75" (2.54 cm)
Bottom Margin:	1.0" (2.54 cm)
Copyright space on 1st page:	lower left column 1.5" (3.81 cm)
Paragraph indentation:	None, flush left, line space between paragraphs

Footnote/Citation:	9 pt, Times Roman
Bibliography/Reference:	9 pt. Use the standard CACM format for references, i.e., a numbered list at the end of the article, ordered alphabetically by first author, and referenced by number in brackets [2]. Reference number in brackets positioned as a negative indent.ext aligned .25" (.63 cm) in from margin, ragged-right margin.
Subsequent pages:	For pages other than the first, start at the top margin and continue in double-column format.
Tables/Figures/Images:	Placed in text as close to reference as possible. May extend across both columns to a maximum width of 7" (17.78 cm).
Captions:	9 pt, bold, Times Roman, numbered (ex. "Table 1." or "Figure 2."), and centered beneath each table, figure or image.