



Agenda July 16, 2019



- Submitting Process
- Introduction to Scientific Writing
 - 1. Introduction
 - Paper Sections
 - 3. Further Recommendations
 - 4. Argumentation Style
 - 5. Accessible Writing Style
- Reviewing a Paper In Short

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IT Systems Engineering | Universität Potsdam Cloud Computing: **Submitting Process**

Submitting Process

Overview



Timeline

- Submission of Draft for Peer-Review: August 02, 11:59 PM*
- Peer-Review Submission: August 16, 11:59 PM*
 - One anonymous review per student
- Notification: August 19
- Final Submission: August 30, 11:59 PM*

Format

- Formatted using the ACM SIG Proceedings Paper Format
 - https://www.acm.org/publications/authors/submissions
- Scope of around six pages

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* https://easychair.org/my/conference?conf=ci-taec 2019





1. Introduction

Aims of Research



- Extend knowledge of mankind
 - Identify a problem that has not been solved yet
 - Formulate the problem or a question
 - Solve the problem/answer the question
- Have an overview of existing approaches, literature, and related issues
- Organize your arguments and results to be
 - Short,
 - Profound, and
 - Expressive

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Schmidt

1. Introduction

Types of Scientific Publications



- Methodical paper
 New algorithms, systems, etc.
- Review / survey paper
 Status quo / current status of a research area
- Concepts paper
 New ideas or theories without concrete realization
- Evaluation paper
 Quantitative comparison of different approaches
- Technical Report
 Notification of current status of an approach within organization, usually no review

most typical scientific publication

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1. Introduction Writing Procedure



- Every paper tells a story know your story!
 - What: What you want to find, the problem being solved
 - Why: Purpose and rationale
 - How: Your approach
- Write for the reader, not for yourself!
- Plan your document structure
 Create an outline, discuss with others
- Write top-down
 broad themes/ideas first, then go into detail

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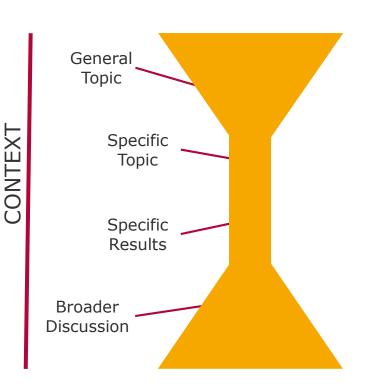
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2. Paper Sections

Hourglass







- Title
- Abstract
- Introduction
- (Background)
- Related Work
- Main Part
- Conclusion
- References

- Title
- Abstract
- Introduction
- (Background)
- Main Part
- Related Work
- Conclusion
- References

See also: IMRAD structure (https://en.wikipedia.org/wiki/IMRAD)

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2. Paper Sections

Abstract





- Usually not more than 140 words
- Reflects the main story of the research paper
- Calls attention make the reader curious about the content!
- Short and concise sentences
- Always follows a funnel structure
 - Scope What is the general context?
 - Problem What is the specific problem?
 - Significance Why is it a problem?
 - Solution How do you solve it?
 - Evaluation Does your solution fulfill expectations (very short)?



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2. Paper Sections Introduction





- Structure of abstract also applicable here, but in more detail
- First paragraph important: Reader decides here to continue reading!
- Particular tasks:
 - Introduce the topic and define the terminology
 - Indicate the focus of the paper and research objectives
 - Last paragraph outlines the structure of the paper
- Do not present your results here

What is the problem you specifically consider?

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2. Paper Sections

Related Work





Purposes:

Help understanding the field and the problem

 Show that you are aware of what is outside and <u>appreciate</u> the work of your colleagues

Compare and <u>differentiate</u> your work with the state of the art

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- Strategies of the different approaches, strengths/weaknesses
- How do we address potential shortcomings? (Contribution!)
- Useful instrument: Comparison table with your important criteria

	Approach A	Approach B	Our Approach
Criteria 1	Х	Х	Х
Criteria 2	X	-	X
Criteria 3	х	х	Х
Criteria 4	-	-	Х

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2. Paper Sections

Hints for Literature Review





- Backward/forward search for publications in online archives
 - IEEE: http://www.computer.org
 - ACM: http://www.acm.org
 - Google Scholar: http://scholar.google.com
 - Microsoft Academic: https://academic.microsoft.com/
 - Citeseer: http://citeseer.ist.psu.edu/
 - Uni Potsdam Library: http://info.ub.uni-potsdam.de/



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2. Paper SectionsMain Part





- Conceptual part Particular algorithm
- Implementation part Architectural aspects of your prototype

Can also go in one chapter

- Results What experiments did we run and what did we observe?
- Evaluation What are the reasons for our observations?
- Discussion What do these findings mean for our approach?

Remember your Chemistry protocols at school?

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2. Paper SectionsConclusion





- NOT a summary: Sum up your findings, not what you have done
- Answer research questions/objectives
- State the importance of discovery and future implications
- Strong statements should be made (avoid "it may be concluded...")

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3. Further Recommendations

Figures



- Good figures can make a paper come alive
- Good figures communicate ideas or patterns in the data much better than big tables of numbers
- Choose <u>reasonable</u> captions
- Be aware of printing resolutions (300 dpi for colors, 600 dpi for b/w)
- Prefer shadings over colors documents are usually printed in b/w mode

Be aware of color blindness

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3. Further Recommendations

Tables



- Captions should not be too long, but also not "architecture of ..."
- Same with figures: Choose <u>reasonable</u> captions
- Explain content in more detail in the text
- If something is not worth explaining it in text → do not put it in the table

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3. Further Recommendations

Footnotes



- NOT for parenthetical comments important things must be in the text
- Footnotes should be used for things the typical reader can genuinely skip
- Websites etc. also do not belong into footnotes, list them as reference
- → Footnotes stop readers, so better try to avoid

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3. Further Recommendations Citing



- Direct speech
 - "With method ... we achieve ..."
 - X claims he "... has developed a methodology ..."
- Indirect speech rather name system instead of authors
 - X has developed a method ...
- Reference is not a subject of sentence list it at the end of sentence
 - X has developed a method ... [1].

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Proper Argumentation - What is an Argument?



An **argument** is a series of statements in which one or more statements (premises) are intended to support a statement (conclusion).

This is just the standard form! You could also begin with the conclusion

- (1) 1st premise
- (2) 2nd premise

. . .

- (n) n-th premise
- (c) Conclusion

(1) All cats are mammals.

(2) All tigers are cats

(c) Tigers are mammals.

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Deductive Arguments – Logical Validity



In an argument, the conclusion follows from the premises, if the conclusion has to be true in case the premises are true (were true).

Deductive Argument: An argument is called *valid*, if its conclusion follows *logically* from the premises.

VS.

You do not need any background information to check that!

In other words: If the reader agrees on the premises, he MUST also agree on the conclusion.

- (1) All cats are mammals.
- (2) Tigers are cats.
- (c) Tigers are mammals.

- (1) Unicorns like ice cream.
- (2) I like ice cream.
- (c) I am a unicorn.

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Deductive Arguments – Soundness

VS.



An argument is called **sound**, if a) it is valid, and b) its premises are true.

- (1) All cats are mammals.
- (2) Tigers are cats.
- **(c)** Tigers are mammals.

Sound

- (1) Unicorns like ice cream.
- (2) I like ice cream.
- (c) I am a unicorn.

Logically Invalid

- (1) All dogs are chairs.
- (2) Richard is a dog.

VS.

(c) Richard is a chair.

False Premise

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Deductive Arguments – Examples



Always check your deductive arguments for two aspects:

(1) Does the conclusion follow from the premises? (=LOGIC)

(2) Are the premises true? (=TRUTH)

Example 1: Paris is the capital of France. That is why Europe should not admit more refugees.

Example 2: All refugees are terrorists, and Europe should not admit terrorists. That is why Europe should not admit more refugees.

Example 3: The NPD is an anti-semitic party. Anti-semitic parties should be banned. Therefore, the NPD should be banned.

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Inductive Arguments

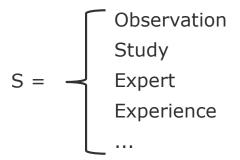


Inductive Argument: An argument that is intended to be *strong* or *forceful* rather than valid.

The acceptance of this argument depends on the reliability/credibility of the source!

(1) According to source S it is the case that X.

(c) X.



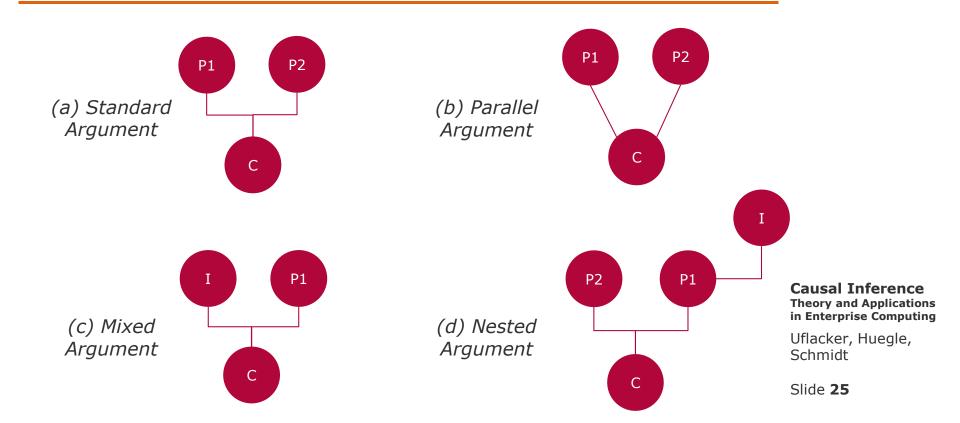
Example 1: Literature shows that ... [3-10]

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Argumentation Structure Types





4. Argumentation StyleRecommendations for Written Argumentation



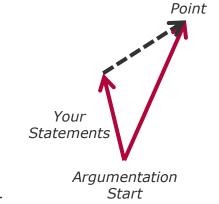
- Make deductive arguments valid
- Do not mix arguments
- State your conclusion explicitely
- Define important concepts
- Do not use synonyms

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Overview



- Make reading the easiest for the reader
 - Write in an accessible style (no complicated sentence constructs)
 - No one can read your mind provide enough context



Your Final

- Reading pages of dense text is **no fun**
 - Make room for white spaces
 - Make content structure visible at first sight
 - Do not overload with 40 graphs provide the key facts and points

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5. Accessible Writing StyleMain Rules for Accessible Writing



- Use verbs that are concrete
- Have simple things as grammatical subjects in your sentences
- Avoid clutter
- Active = Life, Passive = Death!
- Make your paragraph coherent

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Informative Verbs



Put activity and information into your verb

The data offer <u>confirmation</u> of the view that substance xy causes the <u>destruction</u> of neurons.

→ The data confirm the view that substance xy destroys neurons.

The obtained trend was positive and significant; <u>depicting</u> that over the years there has been certain <u>increase</u> in the night time surface ozone concentration over the study region.

→ The obtained trend was positive and significant. It shows that over the years the night time surface ozone concentration increased over the study region.

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5. Accessible Writing StyleLittle Red Riding Hood Principle





Once upon a time, as <u>a walk in the</u> woods was taking place on the part of Little-red-riding-hood, <u>a jump from</u> behind a tree by the wolf occured, causing a fright reaction.

Long and complicated subjects

Once upon a time, as <u>Little-red-riding-hood</u> was walking in the woods, <u>the wolf jumped</u> out from behind a tree and frightened her.

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Unnecessary meta-language

Avoid Clutter

Another important aspect of the topic of sleep which should definitely be stressed at this point is that sleep deprivation impairs concentration.

- → Sleep deprivation impairs concentration.
- Unnecessary adjectives or adverbs

At the moment, there is a huge gap in the existing literature on autonomous driving regarding the politics and policy dynamics behind autonomous driving.

Little qualifiers ("kind of", "a bit", "somehow" etc.)

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Coherent Paragraphs



Repeat main concept in a number of sentences

- (1) Whales feed on plankton.
- (2) Plankton is a source of nutrients for whales.

Topic Position



Start your sentence with known concepts and end with new insights

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Further Recommendations (I/IV)



- Keep sentences short and precise (German problem...)
- Use present tense do not switch tenses
- First sentence of a paragraph = lead sentence!
- Do not use abbreviations in headlines
- Avoid (self) assessments groundbreaking, good,...
- Avoid vague statements possibly/probably, could/would/should,...

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Further Recommendations (II/IV)



- Be aware of the difference between such as and like
 - like applies for closed bodies, i.e. you list all existing examples
 - such as applies for open d., i.e. there still exist other examples
- → "Ice cream like vanilla" vs. "Ice cream, such as vanilla"
- Check correct reference of your verbs if you have multiple objects
- → "This results in incomplete patient records which eventually ..."
- Check your formulations for correct meaningfulness and reference
- → "a method called HMW question" vs. "a method called formulation of HMW question"
- Use uniform phrasing in listings
- → "I like eating and to run" vs. "I like eating and running"

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Further Recommendations (III/IV)



- Do not describe circumstances "after eight hours we realized ..."
- This and that: Avoid references to previous sentences by using them
- That and which: If you can put a comma before it, use which
- Choose the way of your parenthesis according to importance
 - Important: Comma
 - Good to know: Hyphen
 - Actually not important at all: Braces (avoid these!;)

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5. Accessible Writing StyleFurther Recommendations (IV/IV)



- Absolute statements: Always relate to units
- Consistency throughout the text spelling, formatting, etc.
- Think about what to highlight: no exclamation marks, use italic
- Do not continuously refer to earlier or later pages
- Add paragraphs between section headline and first subsection

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And Finally...Before Submitting Any Paper



- Are headlines uniformly formatted, e.g. capitalized?
- Are proper tenses and voices used?
- Are all equations mathematically correct and explained in the text?
- Are all abbreviations explained/introduced?
- Are all figures/tables relevant and of good quality?
- Are all figures, tables, and equations listed and mentioned in the text?
- Are all references relevant, up to date and accessible?
- Are the references structured in a uniform format?

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ReferencesUseful Links and Books

http://www-



Ad Lagendijk: Survival Guide for Scientists: Writing - Presentation - Email

Academic Phrasebank: http://www.phrasebank.manchester.ac.uk/

■ The Purdue Online Writing Lab - http://owl.english.purdue.edu/

http://www.cs.columbia.edu/~hgs/etc/writing-style.html

ftp://fast.cs.utah.edu/pub/writing-papers.ps

http://www.itc.nl/library/Papers/hengl_rules.pdf

net.cs.umass.edu/kurose/talks/top 10 tips for writing a paper.ppt

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William Zinsser

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Reviewing a Paper – In ShortMotivation



Goals

- Uphold the quality and validity of individual articles and the journals that publish them
- Scientific writing is a (never-ending) learning process

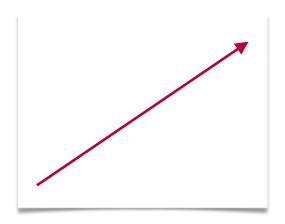
History

- The introduction of peer reviews set the cornerstone of modern science
- The Philosophical Transactions of the Royal Society is thought to be the first journal to formalize the peer review process 300 years ago

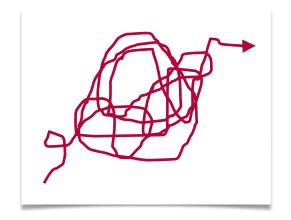
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The Review System in Brief





What people think it looks like



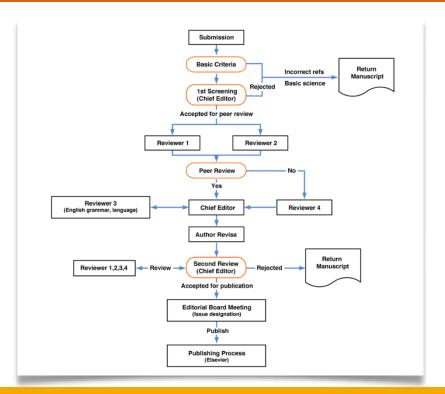
What it really looks like

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The Review Process





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Example from www.elsevier.com/reviewers/what-is-peer-review

Types of Review



Single blind review

- Reviewers' names and affiliation hidden from the author
- Reviewer anonymity allows for impartial decisions
- Concerned that reviewers in their field could delay publication
- Reviewers may use their anonymity as justification for being unnecessarily critical

Double-blind review

- Both the reviewer and the author are anonymous (most common)
- Author anonymity prevents any reviewer bias
- Articles are considered on the basis of the content of their papers,
 rather than the reputation of their authors

Open review

- Reviewer and author are known to each other
- Discussions: Less honest or most honest review process?

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Review for CI-TAEC 2019 (I/IV)



I. OVERVIEW

I. A. Content



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Review for CI-TAEC 2019 (II/IV)



I. B. Presentation

	2: No			
0	1: Yes			
	the manuscript contain sufficient and appropriate references?. * Please explain your answer under comments below. 3: Number of references are excessive			
0	2: Important references are missing; more references are needed			
0	1: References are sufficient and appropriate			
	21 Neteriorises are summering and appropriate			

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	c?. * Please explain your answer under public comments below.	
0	3: Poor	
0	2: Could be improved	
0	1: Satisfactory	
	ease rate and comment on the readability of this manuscript * Please explain your answer under public nents below. 4: Unreadable	
	ments below.	-
	4: Unreadable	

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Review for CI-TAEC 2019 (IV/IV)



II. SUMMARY AND RECOMMENDATION

) 3	3: strong accept
) 2	2: accept
) 1	1: weak accept
): borderline paper
) -	1: weak reject
) -	2: reject
) -	3: strong reject

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References and Useful Links



- Spier, R. (2002) *The history of the peer-review process.* TRENDS in Biotechnology
- Mulligan, A. (2005) <u>Is peer review in crisis?</u> Oracle Oncology
- Webster, J., & Watson, R. (2002). <u>Analyzing the Past to Prepare for the Future:</u>
 <u>Writing a Literature Review.</u> MIS Quarterly
- Smith, A. J. (1990). *The task of the referee.* IEEE Computer
- Bernstein, D. S., & Arbor, A. <u>A Student's Guide to Peer Review.</u>
- Cawley, V. (2011). <u>Is peer review unethical?</u> International Conference on Social Science and Hunanity
- Lee et al. (2013). <u>Bias in peer review.</u> Journal of the American Society for Information Science and Technology

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