

PicoConference Paper Presentation Rules

IEEE R2 SAC 2020

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1. Introduction

1.1. Competition Title: PicoConference Paper Presentation

1.2. Competition Description

The PicoConference Paper Presentation allows student entries to practice communicating technical ideas by writing, submitting, and ultimately presenting a technical paper. Students, both graduate and undergraduate, are encouraged to submit their papers for review, and to work with their advisors to prepare a presentation. During the SAC, selected papers will be presented to a panel of judges. After the SAC, a selection of presented papers will be published in an IEEE journal.

2. Participant Eligibility

2.1. IEEE Membership

All participants shall be registered IEEE student members attending the university they identified when registering for the SAC.

2.2. Team Composition

There are no teams allowed for this competition. Participants shall operate individually. Graduate students are permitted to participate in this competition.

2.3. Number of Teams

There is no limit to the number of participants that one university may register for this competition. Participants may submit multiple papers.

3. Subject Matter

3.1. Allowable Entries

Papers should cover technical, engineering, education, or societal aspects of subjects related to the areas of which the author is familiar. This may include subjects either from school courses, hobbies, summer work, or similar sources.

3.2. Plagiarism

The work should be original in treatment and concise in coverage of the author's contribution to the subject. Plagiarism is grounds for disqualification from the contest.

4. Written Preparation

4.1. Paper Format

All papers must be typed using the IEEE Peer Review format.

4.2. Document Editor

While the use of LaTeX is not mandatory, it is highly recommended. Not only is it the standard in academic and technical writing, it also contains all formatting required for

this paper style. Any other document editor may be used; however, the format must exactly match that listed above.

4.3. Paper Length

The entire paper shall not exceed 6 pages, including pictures, diagrams, tables, graphs, appendices, etc. This does not include the front page of the Peer Review Format.

4.4. Paper Submissions

The first draft of the paper must be submitted no later than **February 15, 2019** through the UMBC SAC 2020 website. Participants must submit their final draft by **March 15, 2019**. Submissions are only accepted as PDF files.

4.5. Peer Review Process

After submitting a paper, each entrant will receive two papers from other entrants. These papers shall be peer reviewed and returned no later than **March 1, 2019** through the **WVU SAC 2019 website**. Participation in the peer review process is not required for all entrants.

4.6. Final Submissions

Entrants will be able to proof and edit their paper. The final draft should be submitted no later than **March 15, 2019**. These final papers will be presented to the judges.

4.6.1. Failure to Re-submit

If the revised paper after the peer review process is not submitted by **March 15, 2019**, the original paper submitted to the conference as a first draft will be considered the final draft.

4.7. Paper Format-Camera Ready

Before the 2019 SAC Competition, we will ask all papers that are accepted into the proceedings to change from the IEEE Peer Review Format to the standard IEEE Conference Format. Instructions on how to do this will be provided at that time.

5. Oral Presentation

5.1. Conference Participants

The top entrants, based on the preliminary scores from the submitted paper will be given the opportunity to give a presentation about the same topic.

5.2. Presentation Timing

10 minutes will be allotted for the presentation with an additional two minutes for questions from the judges. Presenters will be given two minutes for preparation. A clock will be made available in the back of the room, visible by the presenter.

5.3. Timing Penalty

If the presenter continues to speak over the allotted time, a five point penalty will be applied. If a presentation goes for more than one minute over the 10 minutes allotted, the presentation will be stopped abruptly and another penalty will be applied.

5.4. Visual Aids

Visual presentation software like PowerPoint or Google Slides may be used.

5.5. Lateness

If a presenter is not available at the time their presentation is to begin, the next contestant will present. The skipped presenter may be allowed to present after all other scheduled presenters if time permits.

6. Judging

6.1. Evaluation Criteria

Submitted papers and presentations will be evaluated and judged based on a variety of criteria relating to technical capability and presentation skills.

6.2. Point Breakdown

A rubric for the written and oral portions of the competition will be supplied to the contestants at the conference.

6.3. Final Score

The entrant's final score will be the sum of points earned for the written and oral portions of the competition.

6.4. Ties

In the event of a tie for first, second, and/or third place, there will be a tie breaker based on a majority vote of the judges. Before a tie breaking vote, the judges may choose to talk with any of the contestants. This may consist of further questions about the entrant's paper and/or presentation.