

CSIDC Teams,

Just a reminder - Final Reports are due **by 24:00 hrs GMT 28 April 2003**.

Please remember that the Submission Evaluation Teams (SET) will not see your Interim Report. Anything from your Interim Report that you want the SETs to be aware of should be included in your Final Report.

Please be sure to follow the outline and submission requirements below. It is always a good idea to look at the reports on the web from previous finalists, but remember that the requirements change from year to year. For example, in previous years, reports were required to be double-spaced. This year they should be single-spaced. Be sure that you are following the requirements for this year.

Submission Requirements (<http://computer.org/csfdc/submission.htm>)

The top ten entries will be selected by evaluating the reports submitted by the teams participating in the competition. These reports must conform to the outline described below.

Each report must be written in **English** and shall be at most **20 pages** in length (including both text and figures). **All figures must be readable**. The page count for each section of the report is described in the [report outline](#). No pages beyond these limits will be accepted.

Text should be **12-pt** and **single-spaced**, on single sided A4 or 8-1/2 by 11" page format, using 2.54 cm (1") margins on the top, bottom, left, and right.

Reports are emailed to Submission Evaluation Team (SET) members located around the world with variety of connection speeds. Reports should be as small as possible in terms of file size. This can be achieved in a variety of ways, including using the minimum resolution size for photographs and diagrams.

Reports must be submitted electronically in **MS Word** or **PDF format**. **Fonts used should be embedded within these files**. The report must be submitted by 24:00 hrs GMT 28 April 2003 via email to csfdc@computer.org or via ftp to:

basil.computer.org (or ip address: 20699235182)
user id: csfdc03
password: addedvalue

The report's file name should be some form of your university's name, not your project's name.

Examples include:

University of McMaster - McMaster.doc

University of Virginia - UVA.doc

Dwarkanadas J Sanghvi College of Engineering - DJSanghvi.doc

Indian Institute of Technology Roorkee - IITKRoorkee.doc

Team members may continue to develop their project between the time at which they submit the report and the World Finals.

Final Report Outline (<http://computer.org/csids/report.htm>)

The report must consist of the following material. The page limits must not be exceeded. Failure to conform to the report outline may result in your report being rejected.

1. **Title page (1 page).**
It is important that the affiliation of your team (i.e. your university) and the title of your project be located at the top left hand of the front page. This requirement will make it easier for judges to handle the large number of reports.
2. **Abstract (no more than 1 page).**
3. **System overview (no more than 2 pages).** This portion should include: a) a statement of what the system hardware and software is meant to accomplish; b) a statement of the performance requirements it is intended to meet; c) a summary of the design methodology used and why was it chosen; and d) a statement of what is unique or innovative about this project and any novel ideas that the design includes.
4. **Implementation and engineering considerations (no more than 14 pages).** This portion of the report should include: a) a detailed specification of the system and a description of the algorithms involved; b) tradeoffs that were considered to optimize the design and its implementation and a discussion of what optimizations were actually used (place emphasis on why you did what you did); c) a description of any tools that were developed in the context of this project; and, d) verification and testing--how did you assure that the system worked as specified and how did you test the software? Actual test and performance results should be summarized.
5. **Summary (no more than 1 page).** The portion of the report summary should present conclusions and give recommendations for further work. The summary must also give the status of the project (e.g., whether or not it has been completed and to what extent a working prototype has been created.)
6. **References (no more than 1 page).**