SEMINARS
SELECTED TOPICS IN COMMUNICATION MANAGEMENT
SELECTED TOPICS IN IT SECURITY
INTRODUCTORY MEETING

University of Bonn
Institute of Computer Science 4

Prof. Dr. Peter Martini
Prof. Dr. Michael Meier

winter term 2020/21
GENERAL INFORMATION 1/3

- Goals:
  - Getting familiar with a topic in a limited time frame.
  - Writing a good report.
  - Giving a good presentation to a group.

- Components:
  - Written report of approx. 10 pages (an (ACM) template will be provided)
  - Review of ~two other reports. For this part you will use a conference management system. We will inform you on time via e-mail.
  - Presentation (~30-minute talk, 15-minute discussion).
  - Lots of interaction with your advisor and fellow students.
GENERAL INFORMATION 2/3

• Steps:

– Register for the seminar (until November 15th in BASIS) under one of the following module numbers:
  – Selected Topics in Communication & Communicating Devices: MA-INF 3209
  – Selected Topics in IT Security: MA-INF 3317

– This is your first important deadline! Care about the registration!

– Initial meeting (today).

– Structure your work, write the report, review other’s reports, prepare the presentation (guided by your advisor).

– Presentations (“Blockseminar”, all presentations are given within one day: Mid/End of February 2021 in BBB; exact date and time will be announced timely).
• Seminar Websites:
  – Seminar MA-INF 3209 “Selected Topics in Communication Management”
    https://net.cs.uni-bonn.de/wg/cs/teaching/wt-202021/sticm/
  – Seminar MA-INF 3317 “Selected Topics in IT Security”
    https://net.cs.uni-bonn.de/wg/itsec/teaching/wt-202021/stits/
TIME SCHEDULE
TIME SCHEDULE (YOUR DEADLINES)

- **Today:** Introductory meeting

- **November 15th:** Registration in BASIS ends

- **December 6th:** Document outline
  - literature research is done at this point
  - you already know what you want to write in each section

- **December 20th:** Complete report draft
  - final report, as you would want it to be graded
  - correct citation/referencing, no grammar or spelling mistakes

- **January 4th:** You receive comments on your report from your advisor

- **January 17th:** Complete report, ready for peer-review
  - you read, understand and comment on two other reports
  - You receive reviews from your classmates and your supervisor.

- **January 31th:** Reviews done

- **February 7th:** Complete report, final version

- **February 12th:** Slide set for your presentation

- **Mid February:** Final presentation
REGULATIONS AND MARKS

- You will receive a mark for the seminar based on:
  - the written report (substance, presentation, language, ...)
  - the reviews (understanding, quality of comments, ...)
  - the presentation (scientific presentation, reduction to main aspects, understanding, ...)
  - the discussion (ability to explain, understanding)
REGULATIONS AND MARKS

- The “Examination Rules for the Masters Degree Course in Computer Science” (i.e., the unofficial translation of the “MaPO”, January 2012) say:

§ 11(5): “Examination results in seminars will relate, as a rule, to written papers and oral discourses relating to partial areas of the subject matter dealt with in the seminar.”

§ 16(3): “Seminar discourses document the candidates’ ability to present scientific results in a comprehensible manner and to explain them in a discussion.”
SEMINAR SUMMER TERM 2019

- Questions?
  - Organizational: Matthias Wübbeling
    cs4-seminars-labs@lists.iai.uni-bonn.de
  - About your topic: Your advisor

- Dates:
  - Presentations: February 2021 exact date & time t.b.a.
  - Submission of written report (final): Sunday, 7th of February 2021
    These are firm dates!

- Main literature sources:
  - Your advisor will send you an email containing further information about your topic.
REVIEW PROCESS
Peer review is the evaluation of papers by other researchers to the writer of the work to maintain quality (and improve the paper).

1. Write your paper
2. Submit paper
3. Review other papers
4. Submit reviews
5. Receive reviews
6. Improve your paper
SOME ADVICE
ADVICE: DEADLINES (1/2)

– Deadlines have to be kept!
  – Official deadlines (see previous slide on deadlines)
  – Any appointments and deadlines agreed upon with your advisor, e.g.,
    – first meeting
    – weekly meetings
    – intermediate report deadlines
  – Time management is important!
ADVICE: DEADLINES (2/2)

- A *complete* version is meant to be complete!
  - Submit a complete report without empty sections or paragraphs.
  - Include a full list of proper references and sources.
  - Make sure your text is free of spelling and grammar mistakes.
ADVICE: GUIDANCE (1/2)

- Contact your advisor:
  - Let your advisor approve your work.
  - Discuss the structure of the report with your advisor.
  - Discuss your presentation slides with your advisor.
  - Ask your advisor for help if you have questions or want to improve your understanding of the topic or you are unsure about proper citing/referencing.
ADVICE: GUIDANCE (2/2)

- Consider the feedback you receive:
  - Take notes during the meetings with your advisor.
  - The suggestions by your advisor are meant to improve your work. However, in general only you are responsible for your work.
  - Exception: change request by your advisor. Ignoring a change request may result in a failed seminar.
1 Why?

The guidelines for composing master theses, seminar papers, and lab reports were compiled by the authors to help students in their work. These guidelines aim to provide general advice and standards that can be applied to various scenarios. It is important to note that this advice is not prescriptive and is intended to be flexible, allowing for creativity and individuality in the students' work.

1.1 The Purpose of a Lab Report

Preparing a report is an essential part of every lab offered by one's department. This report serves as documentation of the work completed by the group. The report should be structured to clearly present the tasks, challenges, and solutions encountered. Each section of the report should be well-organized and easy to follow, ensuring that all aspects of the lab are covered comprehensively.

2 Purpose of a Seminar Paper

A seminar paper is a short summary of a given subject. Since it is not intended to cover the entire subject matter, it is important to focus on the critical aspects. The seminar paper should be concise and direct, providing a clear and accessible overview of the topic. It is essential to ensure that the paper is well-structured and easy to follow, allowing readers to quickly understand the main points.

3 Purpose of a Master Thesis

A Master thesis in computer science is a significant accomplishment that showcases the student's ability to conduct independent research and present findings in a scholarly manner. It is an opportunity for students to explore a specific area of interest in depth, contributing new knowledge to their field. The thesis should be well-written, with clear and concise explanations of methodology, results, and conclusions. It is important to maintain a balance between theoretical and practical aspects, ensuring that the work is both original and relevant to the field of study.
ADVICE:
CITING AND COPYING (1/2)

− Goal of the seminar:
  − Describe a topic in your own words, based on existing scientifically valid sources.

− Citations and figures:
  − Clearly indicate citations, e.g., when you cite opinions of others or results obtained by others.
  − Do not cite excessively!
  − When “citing” figures:
    − reference the original work,
    − draw the figures yourself, and
    − include only relevant parts.
ADVICE: CITING AND COPYING (2/2)

- Work scientifically or fail the course:
  - Copying (even if slightly modified or rearranged) without citing the original work leads to a failed seminar.
  - Simply translating from other works is equal to copying.
  - Excessive citing may lead to a failed seminar.
  - Know the difference between citing and referencing.
    - If you don’t: ask your advisor!
ADVICE: AVOID PLAGIARISM
(1/2)

- What is plagiarism?
  - To steal and pass off the ideas or words of another as one's own. (Merriam-Webster Online Dictionary)
  - Use another's production without crediting the source.
  - To commit literary theft.
  - Present as new and original an idea or product derived from an existing source.
ADVICE: AVOID PLAGIARISM (2/2)

- How do I avoid it?
  - Do not copy, paraphrase, translate, or summarize from any source without documenting adequately and truthfully.
  - Do not quote excessively, such that the quoted material makes up significant portions of your work. This applies even if you give credit!

- Consequences
  - If plagiarism is in evidence, you fail the lecture, seminar, thesis, etc.
  - Plagiarism may become expensive (see MaPO):

§ 13(9): „Any intentional violation of a regulation of these examination rules [...] will be regarded as an offence. Such an offence may be punished by a fine of up to 50,000 Euros.“
ADVICE: SOURCES, REFERENCES AND STYLE (1/2)

- Use the LaTex document class for the final report.
  - Downloadable from the websites of the seminars.
- List of references:
  - Give a complete list of all sources used.
    - Author and title.
    - Type of publication.
    - Date.
    - For online sources: state when you last checked the contents.
  - When in doubt, ask your advisor!
ADVICE: SOURCES, REFERENCES AND STYLE (2/2)

- Choose sources carefully:
  - Use the sources indicated by your advisor, and look for further sources yourself.
  - Be aware that some sources may be unreliable or change frequently (common example: to cite or not to cite a Wikipedia article).
  - When in doubt, again, ask your advisor!
CONCLUSIONS
YOUR “TAKE-HOME” MESSAGE

- Read your e-mails regularly
  - We advise you to use your @cs.uni-bonn.de address.
  - Use another ➔ you are responsible that e-mails really reach you.
- Keep dates and deadlines in mind
  - Don’t miss deadlines!
- Problems? Contact your advisor
  - In time!
- Do proper time management
  - Start early!
- Don’t plagiarize
  - We will find out …