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 2022/23
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.
• Steps:

  – Register for the seminar (until **End of October** 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: **Jan. 13th 2023** in room U1.039, Friedrich-Hirzebruch-Allee 8; exact 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-202223/sticm/
  – Seminar MA-INF 3317 “Selected Topics in IT Security”
    https://net.cs.uni-bonn.de/wg/itsec/teaching/wt-202223/stits/
TIME SCHEDULE
TIME SCHEDULE (YOUR DEADLINES)

- **Today:** Introductory meeting
- **October:** Registration in BASIS
- **6 November:** Document outline
  - literature research is done at this point
  - you already know what you want to write in each section
- **20 November:** Complete report draft
  - final report, as you would want it to be graded
  - correct citation/referencing, no grammar or spelling mistakes
- **27 November:** You receive comments on your report from your advisor
- **11 December:** Complete report, ready for peer-review
  - you read, understand and comment on two other reports
  - You receive reviews from your classmates and your supervisor.
- **1 January:** Reviews done
- **6 January:** Complete report, final version
- **9 January:** Slide set for your presentation
- **13 January:** 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)
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.”
Questions?

Organizational: Matthias Wübbeling

cs4-seminars-labs@lists.iai.uni-bonn.de

About your topic: Your advisor

Dates:

Presentations:
Friday, Jan 13th exact time t.b.a.

Submission of written report (final):
Friday, Jan 6th 2023

These are firm dates!

Main literature sources:

Your advisor will send you an email containing further information about your topic.
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.
ADVICE: GUIDANCE

Guideline for the Composition of Master Theses, Seminar Papers and Lab Reports

Friedrich-Wilhelms-Universität Bonn
Institute for Informatics IV
Prof. Dr. Peter Martini and staff
20.03.2023

1 Why?

This guideline for preparing master theses, seminar papers, and lab reports was inspired by the observation that, in the process of writing, students often report the stress of not understanding the purpose of the guideline itself. Therefore, we decided to adopt a simple guide that can help students understand the guidelines and use them to their advantage by improving the presentation of content and ensuring comprehension by the reader.

1.1 The Purpose of a Lab Report

Preparing the report from the initial stage to the final step is an essential step during the study project. The report should provide a clear, brief picture of:

- what tasks were carried out (among the practical sessions),
- what challenges had to be solved in order to accomplish the tasks,
- what was new and how well their challenges were improved.

The report is not a process of procedures; it should be a narrative account of what was done, and we should not include a detailed listing of all steps made in order to solve the problem. It is a unique, comprehensive guide that should be clear and easy to understand.

1.2 Purpose of a Seminar Paper

The seminar paper should discuss a short section of a given subject. Since the student needs to write a report on a specific subject, the aim of this guideline is to help students in organizing and presenting their ideas. The paper should be structured in such a way that readers can easily understand the main points and follow the logic of the entire paper. This is necessary for the student to understand the material and be able to apply it to their work. The seminar paper should be a clear and concise guide to the subject, including the main points and how they relate to the overall theme.

1.3 Purpose of a Master Thesis

A Master thesis is a detailed study of a specific topic. The thesis must be well-structured and require a thorough understanding of the subject. The main aim of the thesis is to provide a comprehensive understanding of the topic and to provide a detailed analysis of the subject. The guidelines will help students to organize their work and ensure that their thesis is well-structured and easy to understand.

The guidelines should also serve to clear any confusion about the particular guidelines or tasks. Students may encounter some confusion about the guidelines, and the purpose of this guide is to help them understand the guidelines and use them to their advantage by improving the presentation of content and ensuring comprehension by the reader.
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!