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

Summer term 2023
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 April 30th 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: July ?nd 2023 – presence – most likely this room).
• Seminar Websites:
  – Seminar MA-INF 3209 “Selected Topics in Communication Management”
    https://net.cs.uni-bonn.de/wg/cs/teaching/st-2023/sticm/
  – Seminar MA-INF 3317 “Selected Topics in IT Security”
    https://net.cs.uni-bonn.de/wg/itsec/teaching/st-2023/stits/
TIME SCHEDULE
TIME SCHEDULE (YOUR DEADLINES)

- **Today:** Introductory meeting
- **April 30th:** Registration in BASIS ends
- **May 11th:** Document outline
  - literature research is done at this point
  - you already know what you want to write in each section
- **May 14th:** Complete report draft
  - final report, as you would want it to be graded
  - correct citation/referencing, no grammar or spelling mistakes
- **May 28th:** You receive comments on your report from your advisor
- **June 11th:** Complete report, ready for peer-review
  - you read, understand and comment on two other reports
  - You receive reviews from your classmates and your supervisor.
- **June 25th:** Reviews done
- **July 2nd:** Complete report, final version
- **July 7th:** Slide set for your presentation
- **Jul/Aug ?th:** 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 2023

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

- Dates:
  - Presentations: Jul/Aug ?th 2023
  - Submission of written report (final): July, 2nd 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).
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.
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

Professor Friedrich-Wilhelms-Universität Bonn
Institut für Informatik IV
Prof. Dr. Peter Martini and staff
26.03.2003

1 Why?

This guideline for written master theses, seminar papers, and lab reports was inspired by the realization that, in the process of writing, students often report the same
information differently, whether it be accurate, precise, or clear. Therefore, the guideline
includes tips that can help to achieve these goals, and even when these tips are not
always adhered to, they still provide a starting point for improving clarity and
coherence in the presentation of content as well as in the comprehension of the
reader.

1.1 The Purpose of a Lab Report

Presenting the results from an individual or group project is often done
through a report format. The report should provide a clear and concise picture of:
- which tasks were carried out during the project,
- what challenges had to be addressed in order to accomplish the goals,
- at what stage and how well these challenges were resolved.

The report is not a record of procedures, but rather a description of
the project. It must be a comprehensive
presentation of all steps made in order to solve the problem. It should not be
comprehensive of

Purpose of a Seminar Paper

The seminar paper should contribute to the student's greater knowledge of the subject. It
should not be too lengthy and overly detailed, but rather a concise and
coherent overview of the topic.

Purpose of a Master Thesis

A Master's thesis, according to the guidelines of the German language
standard DIN 5008 (1997), should be a scientific work that is
comparable to a master's thesis in other countries.

1.2 The Starting Point of a Seminar Paper

In the seminar paper, the student is expected to show that he/she is capable
of applying theoretical knowledge to a problem in the field of
informatik. This requires careful planning and
preparation of

1.3 The Evaluation of a Master Thesis

The evaluation of a master thesis is based on the student's presentation in class and
the written report. The student should be able to clearly explain
the methodology used and demonstrate an understanding of
the subject matter. The report should be
written in a clear and concise manner, and the student should be able to

1.4 The Conclusion

The conclusion should summarize the major findings and
their implications. It should also discuss
the limitations of the study and suggest
areas for future research.
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!
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 an idea or product derived from an existing source as new and original.
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!
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 …