

## **1 Introduction**

The J.UCS Style Guide has to be followed closely, and it is highly recommended to use the J.UCS template in one of the offered file formats. Since J.UCS is an open access, no-cost journal, the J.UCS Publishing Team cannot offer any copy-editing. Therefore, your submission will only be dealt with if your paper is written in flawless English and is formatted according with the J.UCS Style Guide. Following the rules proposed here enables us to have a uniform layout for J.UCS and to automate the steps necessary to convert a submitted article to the final document for the online and print issues.

The article can be prepared based on template available in Latex, Windows Word and Open Document Text format. For the submission, review and publishing processes, a PDF file together with the source files and the Publishing Agreement is required.

## **2 Page Layout**

Use a printing area of 12.2 x 19.3 cm (4.8 x 7.6 in). The margins must be as follows: left margin 4.6 cm and right margin 4.2 cm. The top margin must be 3.7 cm and the bottom margin 6.6 cm. All measurements apply to European A4 size paper (210 mm x 297 mm).

Use only a one-column layout. Place pictures, figures and tables centered between the margins without any text flowing around them.

No form of running heads is allowed. Footnotes may be used only if it is absolutely unavoidable.

Pagination: the submitted article must contain pagination to ease the work of the reviewers. However, in the final manuscript, no pagination is allowed, page numbers are assigned by the editor.

## **3 Structure**

### **3.1 Title**

The title part of a paper consists of the title itself, capitalized (i.e. all words except for short connectives should have a capital initial), unnumbered and centered between the margins. Use a serif typeface (e.g. Times), 14 point, bold as font for the title. Leave 2 blank lines after the title. Next come the authors, capitalized and centered between the margins, in the form First Name Second Name. Multiple authors should be delimited by a single blank line. Use a serif typeface (e.g. Times), 10 point. Every author is followed by his/her affiliation (organization, name of city and state), optional ORCID number and email address, centered between the margins. Use a serif typeface (e.g. Times), 9 point. Leave three blank lines after the last author.

Please do not put any acknowledgements or thanks here but place them in the optional "Acknowledgement" section (see 3.5 Acknowledgements).

Example:

## **The Knowledge of Special Formats**

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### **3.2 Abstract**

Start the abstract with the sequence "Abstract:" (without the quotes) in 9 point bold face without a line break after "Abstract:". The abstract is obligatory and should be a carefully worded description of the problem, key ideas and results presented in the article.

### **3.3 Key Words, Categories and DOI**

The abstract must be followed by key words and categories (in this order). "Key Words:" is followed by the sequence "Category:" in 9 point bold face. Categories must be selected from the J.UCS classification schema which is based on the ACM classification (1998). To find appropriate categories please consult the [List of Topics](#) online or within the submission system. The third line starting with "DOI:" is a placeholder for the assigned unique DOI once the paper is accepted.

### **3.4 Text**

The text part of an article contains structured text, divided into numbered sections (chapters), starting usually with "1 Introduction", that may be subdivided. Expressive section names should be used.

### **3.5 Acknowledgements**

This is an optional section. Put every form of thanks and acknowledgements here. Start the acknowledgements section with the sequence "Acknowledgements" in 10 point bold-face, left justified, followed by a single blank line. Section "Acknowledgements" must be placed before section "References".

### **3.6 Literature References**

Start the literature references with the unnumbered first level header "References" (without the quotes). See section 5.1 Markups for a detailed description of the markups to literature references.

## 4 Typeface and Size

### 4.1 Headings

Use a typeface with serifs for all levels of headings. It is recommended to use Times or a similar typeface. Leave sufficient place for the title to stand out clearly. Leave 2 lines blank above and 1 line below the headings. If a heading is directly followed by a lower level heading the 2 blank lines before the lower level heading should be omitted. All headings should be capitalized (i.e. all words except for short connectives should have a capital initial). The title should be centered between the margins, all lower level headings should be left-justified.

Font sizes, numbering and styles for the different types of headings:

Title

unnumbered, centered, 14 point, bold

Example: **Computer Theory**

1st-level heading

single numbered, left-justified, 12 point, bold

Example:

**1 Introduction**

2nd-level heading

double numbered, left-justified, 10 point, bold

Example:

**2.2 Flow Charts**

3rd-level heading

triple numbered, left-justified, 10 point, bold

Example:

**2.2.1 Nodes**

4th-level heading

quadruple numbered, left-justified, 10 point, italic

Example:

*2.2.1.2 Input Nodes*

### 4.2 Running Text

Use a typeface with serifs for running text. It is recommended to use Times or a similar typeface.

Use 10-point type size and one line spacing for normal text and 9-point type size for small text (abstract, literature references and acknowledgements). Use italic print to emphasize words. Note: bold type and underlining should be avoided. The text should always be justified to occupy the full line width, so that the right margin is not ragged.

### 4.3 Computer programs

For coding snippets (computer program extracts, scripts) both sans-serif and serif typefaces are allowed. Use 10-point type size and one line spacing.

## 5 Special Formats

### 5.1 Markups

Insert the sequence "[<see> Name <( >year<x><< >)]" (without the quotes) into the running text for a markup to a literature reference. Name is the second name of the author and year is the year of printing. A markup to several authors is also allowed. In this case the single authors must be delimited either by commas or the word "and". The phrase "et al." is also valid. The year can either be written in short form or in long form (i.e. 92 and 1992 are both valid entries) <x> is a possible lower case literal, if you refer to more than one article of an author of the same year. The word "see" and the brackets around the year are optional.

Example:

- ...this special form [see Wonko and Tsio 1999b] is very...
- ...as described in [Wonko (99a)]...
- ...and this algorithm [Tsio et al. 1999c] is used...

Insert the sequence "[<see> Fig. n]" (without the quotes) into the running text for a markup to a Figure contained in the current document.

Insert the sequence "[<see> Tab. n]" (without the quotes) into the running text for a markup to a table contained in the current document.

When placing a markup to a chapter of the actual document use either the form [<see> Chapter n] or [<see> Section n] or refer to the section name by using the special sequence [<see><Section> n SectionName] or [<see><Chapter> n SectionName].

Example:

- ...we will discuss this later in [Chapter 4].
- ...see [Section 4] for further details on...
- ...see [Chapter 4 Publishing] for further details on...
- ...chapter [4 Publishing] provides more information...

For a markup to a footnote use the form [`<see> n`], where n is the unique number of the footnote [see 5.5 Footnotes]. Please note that footnotes should only be used when unavoidable.

Please use exactly the format given here to allow us to insert Hypertext links automatically by searching for these special sequences. (Note: everything enclosed in '`<`' and '`>`' is optional.)

## 5.2 Literature References

Every reference must start with the sequence "[Name `<(>year<x><>`>]" (without the quotes). Name and year must match the markup in the running text [see 5.1 Markups] to be able to automatically detect the matching markup-reference pairs. The single information fields of a reference (Author1, Author2, Title...) should be divided by commas or semicolons. The brackets around the year are optional. Four examples for the different main types of documents should serve as a template:

- referencing Books:

[Goll (99)] Goll, J.: "The Guide to Hyper-G"; Springer, Heidelberg / New York (1999)

- referencing Journals:

[Wonko and Tsio 99b] Wonko, A. C., Tsio, F.: "Extended Use of Hyperlinks"; J.UCS (International Journal of Universal Computer Science), 5, 3 (1999), 225-327. The form 5, 3 (1999) indicates volume number 5, issue number 3 1999. 225-327 indicate the page numbering.

- referencing Proceedings:

[Tsio 99a] Tsio, F.: "Hypermedia Systems in the Future"; Proc. Ed-MEDIA'99, AACE Publishing, Vancouver (1999), 115-123.

- referencing Reports:

[Mollester, Goll 99c] Mollester, K., Goll, J.: "Information Landscapes and their Advantages in Large Hypermedia Systems"; IIG Report 998, Graz, Austria (1999), also appeared as electronic version, anonymous FTP autnet.org, in publications/June-99-online.

## 5.3 Figures

Center the figures between the margins with one blank line above. Insert the text "Figure n: description" (without the quotes) after each Figure (n is a unique number that identifies the figure; description is a short description about the contents of Figure n. Please use an expressive description for your figures to allow finding them in a keyword search). Use a 10 point italic font for this text.

## 5.4 Tables

Center the tables between the margins with one blank line above. Insert the text "Table n: description" (without the quotes) after the table (n is a unique number that identifies the table; description is a short description about the contents of Table n. Please use an expressive

description for your figures to allow finding them in a keyword search). Use a 10 point italic font for this text.

## **5.5 Footnotes**

Footnotes should be used only if it is absolutely unavoidable. The footnotes must be separated from the preceding main text by a line from the left to the center of the page. Start the footnote with the sequence "[n]", where n is the unique number of that footnote (unique means, that this number can only appear once on a page, not throughout the whole document). Use a 9 point font for footnote text.

Example:

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[1] as we mentioned earlier this is how to write footnotes

## **6 Accepted File Formats**

The article can be prepared based on template available in Latex, Windows Word and Open Document Text format. For the submission, review and publishing processes, a PDF file together with the source files and the Publishing Agreement is required.