

Author Instructions for Preparing a Paper in 2-Column Format for the MODSIM World Conference & Expo

These instructions are designed to help you, the first author, prepare your paper for MODSIM World. They contain all necessary guidance (i.e., styles, formats, and layouts) you will need to prepare your paper for submission. Please read these instructions carefully and adhere to these instructions when preparing your final submission. If your paper is included in the (NASA Conference) proceedings, it will appear exactly as received, so please proofread it carefully before uploading it to the submission site. Papers that substantially deviate from the author instructions cannot appear in the conference proceedings and replacement papers will not be accepted. Further, the first author must give MODSIM World “signed” permission before his/her work can be included in the proceedings

MODSIM World has certain quality and ethical requirements that the (first) author(s) must adhere to. No paper shall be presented at the conference –

- For which all approvals (internal and external) have not been received by the time the complete paper is accepted and delivered at the conference.
- That has not been "peer" reviewed for technical accuracy and edited for grammar, style, punctuation, and consistency.
- For which all issues regarding copyright, trade secrets, image releases/permissions, and proprietary data have not been resolved.
- That has been wholly or substantially presented previously or published elsewhere.
- That is wholly commercial in nature. (Brand/trade names and company logos must be avoided and generic names substituted wherever possible.)
- For which a signed “Author’s Release Form” has not been received.

Formatting and Manuscript Preparation

- All papers shall be prepared electronically (e.g., Microsoft Word), must be PC compatible, and written and presented in English (using accepted standards of English style and usage).
- Remember to check spelling. If your native language is not English, please ask a native English-speaking colleague to proofread your paper.

- Elements of the paper.
 - Abstract
 - Nomenclature (symbols/definitions)
 - Introduction
 - Body
 - Discussion
 - Conclusion
 - References [or Bibliography]
 - Acknowledgments
- Paper size – U.S. letter paper (8 ½ by 11 inches) – portrait orientation.
- Format – Two columns.
- Spacing – Single unless otherwise directed.
- Margins –
 - Left and right margins –1 inch.
 - Top and bottom margins – 1 inch.
- Font – Default font is Ariel (Helvetica is the alternative).
- Type size – 11 pt. for text, 12 pt. for headings, and 14 pt. for the title however, items in the “back matter” (e.g., references and acknowledgements) may be smaller but not smaller than 9 pt.
- Text specifications – Flush left/ragged-right is preferred.
- Paper length – For proceedings papers, the average length is 6 pages; the upper limit is 8 pages; and the absolute limit is 10 pages. (This “absolute” limit is strictly enforced for papers appearing in the proceedings.)
- Title – The title of your paper should be typed in bold, 14-pt. type, with initial capital and lower-case letters, and centered at the top of the page. The names of the authors, business or academic affiliation, and email addresses in 10-pt. type should follow on separate lines below the title. (The names of authors with the same affiliation can be listed on the same line above their collective affiliation information.) Author(s) names and affiliations are centered; email address(s) are centered and are italicized. Limit your title to 10 words (excluding a, and, and the).

Using Serious Games to Increase the Literacy of Students in North Georgia:

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- Heading – All heading are numbered, bold, flush left, and are 12 pt.
 - First level headings (1.0) are all caps – **1.0 INTRODUCTION.**
 - Second level headings (1.1) are initial caps – **1.1 Challenges.**
 - Third level headings (1.1.1) are initial caps and underlined – **1.1.1 Overcoming Fear**

- Abstract – The abstract follows the title of the paper, the author’s affiliation(s), and email address(s). The abstract is centered across both columns, it is one paragraph, it is typed in 8-pt. type, and it is “fully” justified. **Remember:** Your abstract should detail the substance (essential highlights or points) of the paper and it must include a concise statement of the main point(s), including the initial problem or other relevant background, the methodology (for experimental and survey work), the scope of the work, and should include key findings and major conclusions. Your abstract should be unified, coherent, concise, and able to stand alone. It does not contain or offer information not included in the paper. References are not included in the abstract. **Remember:** Your abstract is frequently what the “reader” uses to determine whether (or not) to read your paper. Ergo, the abstract must accurately reflects your paper’s content.

Abstract. The Department of Defense has successfully applied a number of methods for cultural familiarization training including face-to-face live role-play, stand-up classroom training, and so-called smart-cards. Recent interest has turned to the use of single and multi-player gaming technologies to augment these traditional methods of cultural familiarization. One such system, termed CulturePad, has been designed as a game-based role-play environment suitable for use in cultural training and experimentation. In this paper, we first summarize a comprehensive literature review on the general use of role-play for cultural training. Next, we describe a small-scale study, involving cultural experts, which collected behavioral data comparing live role-play in a local mosque vs. game-mediated role-play in a multiplayer gaming engine. We undertook this formative research to assess the feasibility of using a game-mediated environment for role-play to supplement current training. We provide an overview of the small scale study results, including the benefits and limitations of role-play in both face-to-face and game-mediated conditions. Our paper concludes with lessons learned concerning the effective use of human computer interface design to support game-mediated, role-play and we present recommendations for the cultural training community.

- Footnotes – Are to be avoided. Text-related notes should be incorporated into the text. Other information may be included under Acknowledgments.
- References – References (citations) are consecutively numbered in square brackets [1]. Punctuation follows the bracket [2]. You should refer to the reference number, as in [3]. Use “Ref. [3]” or Reference [3]” at the beginning of a sentence: “Reference [3] was the first ...” Give all authors’ names; use “et al.” if there are six or more authors. Papers that have not been published, even if they have been submitted for publication, should be cited as “unpublished”. Papers that have been accepted for publication should be cited as “in press”. In a paper title, capitalize the first word and all other words except for conjunctions, prepositions less than seven letters, and prepositional phrases. Most sources (references) fit one of three basic reference formats – periodicals, books, or edited volumes (which are an amalgam of article and book formats). The exceptions to this include software manuals, data sets, instruments and apparatus, technical reports, and patents which fit neither format.

Note: There are no less than 100 different ways to format the same reference. No matter how consistently or precisely references are formatted, references with incomplete information are useless. Complete publishing information is given so that a reader can find the work referenced. This information includes: author, date of publication, title (including volume and number), place of publication and publisher (for books only), page numbers, and anything else that might be helpful for the reader to locate the work (e.g., “unpublished master’s thesis,” “videotape,” “oral presentation at the 34th Meeting of the Worry Warts International; no text.”). That said, which ever format or style you opt to use, **please** be consistent. Below are some “helpful hints” for formatting citations.

- *Three to five authors* list all authors in the first citation; the lead author et al. (and others) in subsequent citations: first, (Smith, Jones, Andrews, Baker, & Charles, 2001); next, (Smith et al., 2001)
- *Six or more authors* list the lead author et al. in all citations.
- *Corporate author.* If a group is readily identified by an acronym, spell it out only the first time. For example, "As reported in a government study (National Institute of Mental Health [NIMH], 1991)" The next citation gives just the initials and year, (NIMH, 1991).
- *No author.* If the author is unknown, use the first few words of the reference list entry (usually the title), for example: ("Study Finds," 1992). Use heading caps in the text when noting a title (sentence caps in references)!

- *Anonymous.* If the work specifically carries the designation "Anonymous" in place of an author's name, use Anonymous as the author. Otherwise, the work has no author.
- *Reprints* cite the original publication date and reprint date if both are known, for example: (James, 1890/1983). Translations of classics note the date of the translation: (Aristotle, trans. 1931).
- *Personal communication.* E-mail and other "unrecoverable data" are cited as personal communications, for example: (C. G. Jung, personal communication, September 28, 1933). These sources do not appear in the reference list.
- Always cite page numbers after quotations. For example, the author noted, "The rats fell asleep within minutes" (Jones, 2003, p. 76). Or, Jones (1993) found "the rats fell asleep within minutes" (p. 76).
- *E-documents.* When quoting electronic documents without page numbers, cite paragraph numbers if given, after the paragraph symbol or abbreviation para. (e.g., Smith, 2000, ¶ 17). If there are no paragraph numbers, cite the nearest preceding section heading and count paragraphs from there (e.g., Smith, 2000, Method section, para. 4).
- If the citation is repeated in the same paragraph, the year may be omitted. For example (Smith et al., 2002, p. 22), then (Smith et al., p. 23).
- Use an ampersand (&) in references and parenthetical citations only; write and in plain text, for example, Smith and Sarason (1990) explained Or write: (Smith & Sarason, 1990).
- If there are two or more citations that shorten to the same lead author and date, give as many additional names as needed to identify them, e.g., (Smith, Jones, et al., 1991) and (Smith, Burke, et al., 1991).
- When citing multiple works by the same author, arrange dates in order. Use letters after years to distinguish multiple publications by the same author in the same year, e.g., (Johnson, 1988, 1990a, 1990b).
- Units of Measure – Because MODSIM World is an international conference, we use the SI standards of measurement. Authors are encouraged to include SI units of measurement in all papers. When U.S. customary units are given preference, the SI equivalent should be provided in parentheses, and vice versa, when preference is given to SI units, the U.S. customary units should be provided in parentheses.

- **Tables & Figures** – Tables and figures of all types should be inserted into text boxes (or frames, if text boxes are not practical). Text boxes should have no background and no outlines. Both the illustration itself and the caption should be included in the same box. (Company logos and identification numbers shall not be included.) Captions are in 10-pt. type, are bold, and are justified with a period and a single tab (no hyphen or other character) between the figure number and figure description. Place figure captions *below* all figures; place table titles *above* the tables. If your figure has multiple parts, include the labels (a), (b), etc. below and to the left of each part, above the figure caption. **Note:** Please verify that the figures and tables you mention in the text actually exist. *Please do not include captions as part of the figures, and do not put captions in separate text boxes linked to the figures.* When citing a figure in the text, use the abbreviation “Fig.” except at the beginning of a sentence. Do not abbreviate “Table.” Number each different type of illustration (i.e., figures, tables, images) sequentially with relation to other illustrations of the same type. Figures and tables are inserted in the text as close as possible to their first reference.
- **Mathematical Expressions** – Equations are centered and numbered consecutively with equation numbers in parentheses flush right, as in Eq. (1). Be certain that the symbols in your equation are defined before the equation appears, or immediately following. Italicize symbols (*T* might refer to temperature, but *T* is the unit tesla). Refer to “Eq. (1),” not “(1)” or “equation (1)” except at the beginning of a sentence: “Equation (1) is...” Equations can be labeled other than “Eq.” should they represent inequalities, matrices, or boundary conditions. If what is represented is really more than one equation, the abbreviation “Eqs.” can be used. Define abbreviations and acronyms the first time they are used in the text. Very common abbreviations such as NASA, SI, ac, and dc do not have to be defined. Abbreviations that incorporate periods should not have spaces: write “P.R.,” not “P. R.” Delete periods between initials if the abbreviation has three or more initials; e.g., U.N. but USA. Do not use abbreviations in the title unless they are unavoidable.
- **Acknowledgment** – The preferred spelling of the word “acknowledgment” in American English is without the “e” after the “g.” Acknowledgments may be made to individuals or institutions not mentioned elsewhere that have made an important contribution (in the paper). This also applies to work completed for a government agency, which requires the inclusion of specific contract numbers or other terms. Avoid expressions such as “One of us (S.B.A.) would like to thank...” Instead, write “The author(s) thank(s)...”

General Grammar and Preferred Usage

- Use two spaces after periods or colons.
- Use italics for emphasis; do not underline.

- Hyphenate complex modifiers: “zero-field-cooled magnetization.”
- Avoid dangling participles, such as, “Using Eq. (1), the potential was calculated.” [It is not clear who or what used Eq. (1).] Write instead “The potential was calculated using Eq. (1),” or “Using Eq. (1), we calculated the potential.”
- Use a zero before decimal points: “0.25,” not “.25.” Use “cm²,” not “cc.” Indicate sample dimensions as “0.1 cm x 0.2 cm,” not “0.1 x 0.2 cm².”
- The preferred abbreviation for “seconds” is “s,” not “sec.”
- Do not mix complete spellings and abbreviations of units: use “Wb/m²” or “webers per square meter,” not “webers/m².”
- When expressing a range of values, write “7 to 9” or “7-9,” not “7~9.”
- A parenthetical statement at the end of a sentence is punctuated outside of the closing parenthesis (like this). (A parenthetical sentence is punctuated within parenthesis.) In American English, periods and commas are placed within quotation marks, like “this period.”
- Other punctuation is “outside”! Avoid contractions; for example, write “do not” instead of “don’t.”
- The serial comma is preferred: “A, B, and C” instead of “A, B and C.”
- If you wish, you may write in the first person singular or plural and use the active voice (“I observed that...” or “We observed that...” instead of “It was observed that...”).
- Remember to check spelling. If your native language is not English, please ask a native English-speaking colleague to proofread your paper.
- The word “data” is plural, not singular (i.e., “data are,” not “data is”).
- A graph within a graph is an “inset,” not an “insert.”
- The word “alternatively” is preferred to the word “alternately” (unless you really mean something that alternates).
- Use the word “whereas” instead of “while” (unless you are referring to simultaneous events).
- Do not use the word “essentially” to mean “approximately” or “effectively.”
- Do not use the word “issue” as a euphemism for “problem.”

- Be aware of the different meanings of the homophones “affect” (usually a verb) and “effect” (usually a noun), “complement” and “compliment,” “discreet” and “discrete,” “principal” (e.g., “principal investigator”) and “principle” (e.g., “principle of measurement”). Do not confuse “imply” and “infer.”
- Prefixes such as “non,” “sub,” “micro,” “multi,” and “ultra” are not independent words; they should be joined to the words they modify, usually without a hyphen.
- There is no period after the “et” in the abbreviation “et al.” The abbreviation “i.e.,” means “that is,” and the abbreviation “e.g.,” means “for example” (these abbreviations are not italicized).