NRC Prize for Cyberdeterrence Scholarship

BRIEF STYLE GUIDE

Two Important Requests

Please include in all deliverables: (1) complete information for citations, and (2) identification of any third-party copyrighted material (e.g. figures) AND contact information needed to make permission requests. More detailed information on citations and permissions is provided below.

Editorial and Style Instructions

The Chicago Manual of Style Online is the default reference for any issues not covered below (http://www.chicagomanualofstyle.org/home.html)

Abbreviations and Acronyms

When abbreviations and acronyms are used, spell out the words to be abbreviated the first time they are used in each chapter and appendix and place the abbreviation in parentheses immediately following the spelled-out form. If your manuscript has numerous abbreviations or acronyms, please provide a list to assist our editors.

National Academies Press continues to use a comma prior to the conjunction in a series.

> The pesticides included Treflan, Malathion, and DDT.
> The departments of Commerce, Labor, and Health and Human Services.

Style Guide for Frequently Used Words

Internet (capitalized in all uses)
World Wide Web (WWW) (full name and capitalized in all uses.)
Department of Defense (DOD)

Citations

We prefer the use of footnotes rather than endnotes. When preparing references and bibliographies, authors should keep in mind that the purpose of the citation is to give the reader all the information needed to locate the document. Authors should have a copy of the document at hand to ensure that their information is complete and correct. Reference checking is solely the author's responsibility. Authors should keep to a minimum references to personal communications, unpublished data, and other literature that are not generally available. Authors are responsible for verifying the source of e-mail messages before citing them as personal communications.

The basic information to be included is
- author(s)
- year of publication
- title
- publisher and place of publication

The form of the information differs somewhat for different types of publications.

Pickering, Q. H., Jr., C. Henderson, and A. E. Lemke. 1982. The toxicity of organic phosphorous insecticides to different species of warmwater fishes.*Transactions of the American Fisheries Society* 91:175-184.

Kone, E. H., and H. J. Jordan, eds. 1980. *The Greatest Adventure: Basic Research That Shapes Our Lives*. New York: Rockefeller University Press.

Defense Science Board.*Report of the Defense Science Board Task Force on Developmental Test & Evaluation*, Department of Defense, Washington, D.C., May 2008, available at http://www.acq.osd.mil/dsb/reports/2008-05-DTE.pdf;accessed November 4, 2009.

Knapp, K. A. 1980. Estimating the impact of sentencing policies on prison populations. Paper presented at 32nd Annual Meeting of the American Society of Criminology, San Francisco, November 5-8.

Dowd, E. B. 1999. Science, pseudoscience, and antiscience. Online. American Psychologist 50:750-765. Available atwww.apa.org/journals/dowd.html Accessed February 22, 2000.

Figures

Figures, tables, and boxes must all be called out in text.

> This work is summarized in Table 3.1, which highlights the research results of four case studies performed on small to medium-size systems.

If you will be using figures generated by a third-party or previously published original figures, please provide Gin Bacon Talati with source information as soon as possible. Permissions can be a challenge, and it is imperative that we begin contacting copyright holders as soon as possible. If we are unable to receive reprint permission, we may have to pull the figure. We will notify you if we are unable to use a figure.

If at all possible, all figures must be provided to Gin Bacon Talati (gbtalati@nas.edu) in the file format in which they were created.

Examples of Figure captions and citations:

> FIGURE 1.1 Time taken to complete the analysis of alternatives (AoA) for the eight major automated information system (MAIS) programs that started the acquisition process at the AoA phase. NOTE: See the accompanying text for an explanation of the program labels. SOURCE: Compiled by the committee from data provided by the Department of Defense for 23 MAIS programs initiated in FY 1995 or later and completed or discontinued by early 2009.

> FIGURE 3.1 The planning spectrum. Unplanned and undisciplined hacking occupies the extreme left, while micromanaged milestone planning, also known as inch-pebble planning, occupies the extreme right. SOURCE: B. Boehm, "Get Ready for Agile Methods, with Care" *Computer* v(n):64-69, January 2002.

TABLES: Please prepare all tables in the document as text rather than as an imported figure.

The use of a subset of XP practices leads to an improvement in: Hypothesis

	Small, Co-located Systems	Small, Co-located Systems	Medium, Co-located Systems	Small, Distributed Systems
Pre-release quality	Yes	Yes	Similar-yes	N/A
Post-release quality	Yes	Yes	Yes	Yes
Programmer productivity	Yes	Yes	Similar-higher	Yes
Customer satisfaction	Yes	N/A	N/A	Neutral-satisfied
Team morale	Yes	N/A	N/A	N/A