

DRS 2008 Submission of FULL PAPERS

Guidance for Reviewers

**Design Research Society 2008 Conference
16-19 July 2008 in Sheffield, UK.**

<http://drs2008.designinquiry.wikispaces.net/>

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1. Overview

The timetable for the event is:

1 April 2008 Deadline for Full Papers
April/May 2008 Papers Accepted/Revised
16 July 2008 Conference Opens

Papers

This is a general design research conference, and it is expected that a wide variety of work will be reported. Irrespective of range and stage of research, the organisers expect the highest standards of scholarship in setting the work in context, explicating the methods of inquiry, and reporting results which may be of help to other researchers or practitioners.

Formatting of papers

Full papers will be up to 5,000 words, plus references.

Citations, Quotations and references must follow conference style guidelines given below (based partly on APA 5th Edition)

Conference Management System

Please log in to our conference management system at
http://www.drsconferences.org/ocs/index.php/drs_bi/drs08/user

You can find a visual step by step guide to using the system for reviewers and authors at
<http://drs2008.designinquiry.wikispaces.net/Review+Process>

Referencing and use of images and tables

We have included below our authors guidance on references and figures to help you identify when authors are not following good practice.

If you find a very high quality paper

We are looking for a small number of high quality papers, probably just three, that we can select to be presented at the daily plenary session, alongside the keynote speakers. If you would like to nominate a paper for this please include a note in the review comments to Director (Step 3 below)

2. Reviewing

Quality of papers

We are looking for a high quality of scholarship in papers published in the conference proceedings. These are our main criteria for reviewers:

	criteria
Relevance	Is the paper relevant to this DRS conference? <i>NB it is not necessary to conform to the published conference theme but the research must be relevant to the range of design disciplines and interests represented by DRS</i>
	Does the paper report original research?
Quality	Is there a clear research context or research questions?
	Were appropriate research methods used?
	Do references support the issues or findings?
	Are there errors of fact?
Clarity	Is the standard of English acceptable?
	Are there clear findings or outcomes?
	Does the title accurately reflect the content?
	Does the abstract accurately reflect the paper? <i>This refers to the short abstract included with the paper, not the original abstract submitted in the first round of reviewing</i>
	Does the paper conform to the conference style guidelines?

The "Review Step" numbers below refer to the numbered steps in the online review process

Review Step 5: Your Recommendation

Please select either: **Accept Submission**
 or **Revisions Required**
 or **Decline Submission**

Please **do not select** *Submit Elsewhere*
 or *See Comments*

We have found that when people use these it is not helpful to us or the authors.

Review Step 3: Your review comments

Please provide feedback to the track director and author using the three headings of Relevance, Quality and Clarity and reflecting the criteria we have given for those three headings in the table above.

If you recommend that revisions are required please give as much clear and helpful guidance as you can to help the author improve the paper to the required standard. If necessary you can upload further notes or an annotated version of the paper at Step 4 but please use Step 3 as your primary method of feedback.

As far as possible please use the "for author and director" section of the review form at Step 3. It is not necessary to use the "for director" section unless you wish to say something in confidence about the paper.

3. APA guidance for Citations, Quotations and References

Guidance on applying APA conventions in DRS2008 conference papers

This text is an extract from "APA Style Essentials" by Douglas Degelman, Ph.D., and Martin Lorenzo Harris, Ph.D. Vanguard University of Southern California¹

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Copies may be made for reference when preparing papers for Design Research Society Conferences. Otherwise this text may not be reproduced for any purpose without permission of the authors.

- **Text citations:** Source material must be documented in the body of the paper by citing the author(s) and date(s) of the sources. The underlying principle is that ideas and words of others must be formally acknowledged. The reader can obtain the full source citation from the list of references that follows the body of the paper.
 - A. When the names of the authors of a source are part of the formal structure of the sentence, the year of publication appears in parentheses following the identification of the authors. Consider the following example:

Wirth and Mitchell (1994) found that although there was a reduction in insulin dosage over a period of two weeks in the treatment condition compared to the control condition, the difference was not statistically significant. [**Note:** *and* is used when multiple authors are identified as part of the formal structure of the sentence. Compare this to the example in the following section.]
 - B. When the authors of a source are *not* part of the formal structure of the sentence, both the authors and year of publication appear in parentheses. Consider the following example:

Reviews of research on religion and health have concluded that at least some types of religious behaviors are related to higher levels of physical and mental health (Gartner, Larson, & Allen, 1991; Koenig, 1990; Levin & Vanderpool, 1991; Maton & Pargament, 1987; Paloma & Pendleton, 1991; Payne, Bergin, Bielema, & Jenkins, 1991). [**Note:** *&* is used when multiple authors are identified in parenthetical material. Note also that when several sources are cited parenthetically, they are ordered alphabetically by first authors' surnames and separated by semicolons.]
 - C. When a source that has two authors is cited, both authors are included every time the source is cited.
 - D. When a source that has three, four, or five authors is cited, all authors are included the first time the source is cited. When that source is cited again, the first author's surname and "et al." are used. Consider the following example:

Reviews of research on religion and health have concluded that at least some types of religious behaviors are related to higher levels of physical and mental health (Payne, Bergin, Bielema, & Jenkins, 1991).

Payne et al. (1991) showed that ...
 - E. When a source that has six or more authors is cited, the first author's surname and "et al." are used every time the source is cited (including the first time).
 - F. Every effort should be made to cite only sources that you have actually read. When it is necessary to cite a source that you have not read ("Grayson" in the following example) that

¹ . The full text of APA Style Essentials can be found at:
http://www.vanguard.edu/faculty/ddegelman/index.aspx?doc_id=796#tables However please note that it includes guidance on layout and text formatting that does not apply to this conference

is cited in a source that you have read ("Murzynski & Degelman" in the following example), use the following format for the text citation and list only the source you have read in the References list:

Grayson (as cited in Murzynski & Degelman, 1996) identified four components of body language that were related to judgments of vulnerability.

- G. To cite a personal communication (including letters, emails, and telephone interviews), include initials, surname, and as exact a date as possible. Because a personal communication is not "recoverable" information, it is not included in the References section. For the text citation, use the following format:

B. F. Skinner (personal communication, February 12, 1978) claimed ...

- H. To cite a Web document, use the author-date format. If no author is identified, use the first few words of the title in place of the author. If no date is provided, use "n.d." in place of the date. Consider the following examples:

Degelman and Harris (2000) provide guidelines for the use of APA writing style.

Changes in Americans' views of gender status differences have been documented (*Gender and Society*, n.d.).

- I. To cite the Bible, provide the book, chapter, and verse. The first time the Bible is cited in the text, identify the version used. Consider the following example:

"You are forgiving and good, O Lord, abounding in love to all who call to you" (Psalm 86:5, New International Version). [**Note:** No entry in the References list is needed for the Bible.]

- **Quotations:** When a direct quotation is used, always include the author, year, and page number as part of the citation.

- A. A quotation of fewer than 40 words should be enclosed in double quotation marks and should be incorporated into the formal structure of the sentence. Example:

Patients receiving prayer had "less congestive heart failure, required less diuretic and antibiotic therapy, had fewer episodes of pneumonia, had fewer cardiac arrests, and were less frequently intubated and ventilated" (Byrd, 1988, p. 829).

- B. A lengthier quotation of 40 or more words should appear (without quotation marks) apart from the surrounding text, in block format, with each line indented five spaces from the left margin.

- **References:** All sources included in the References section must be cited in the body of the paper (and all sources cited in the paper must be included in the References section).

- A. **Format:** The references (with hanging indent) begin on the line following the References heading. Entries are organized alphabetically by surnames of first authors. Most reference entries have three components:

1. **Authors:** Authors are listed in the same order as specified in the source, using surnames and initials. Commas separate all authors. When there are seven or more authors, list the first six and then use "et al." for remaining authors. If no author is identified, the title of the document begins the reference.
2. **Year of Publication:** In parentheses following authors, with a period following the closing parenthesis. If no publication date is identified, use "n.d." in parentheses following the authors.
3. **Source Reference:** Includes title, journal, volume, pages (for journal article) or title, city of publication, publisher (for book). Italicize titles of books, titles of periodicals, and periodical volume numbers.

B. *Examples of sources*

1. **Journal article**

Desmet, P. M. A., & Hekkert, P. (2007). Framework of product experience. *International Journal of Design*, 1(1), 57-66.

2. **Journal article, Internet-only journal**

Bergen, D. (2002, Spring). The role of pretend play in children's cognitive development. *Early Childhood Research & Practice*, 4(1). Retrieved February 1, 2004, from <http://ecrp.uiuc.edu/v4n1/bergen.html>.

3. **Non-English journal article**

Lin, R. T. (2006). 訴說故事，營造情境--文化創意設計的情境故事[Scenario and story-telling approach in cross cultural design]. *藝術欣賞*, 2(5), 4-10.

4. **Book**

Wundt, W. (1905). *Fundamentals of psychology* (7th ed.). Leipzig: Engelman.

5. **English translation of a book**

Baudrillard, J. (2006). *The system of objects* (J. Benedict, Trans.). New York: Verso. (Original work published 1968)

6. **Article or chapter in an edited book**

Schifferstein, H. N. J., Mugge, R., & Hekkert, P. (2004). Designing consumer-product attachment. In D. McDonagh, P. Hekkert, J. Van Erp, & D. Gyi (Eds.), *Design and emotion: The experience of everyday things* (pp. 327-331). London: Taylor & Francis.

7. **Article in a published proceeding**

Khalid, H. M. (2001). Can customer needs express affective design? In M. G. Helander, H. M. Khalid, & T. M. Po (Eds.), *Proceeding of Affective Human Factors Design* (pp. 190-198). London: Asean Academic Press.

8. **Article in an electronic proceeding**

Chen, C.-w., You, M., Liu, H., & Lin, H. (2006). A usability evaluation of web map interface. In E. Koningsveld (Ed.), *Proceedings of the 16th World Congress of the International Ergonomics Association* [CD ROM]. New York: Elsevier Science.

9. **Article in print magazine or newsletter**

Heskett, J. (2002, September/October). Waiting for a new design. *Form*, 185, 92-98.

10. **Article in the online magazine or news**

Wallis, C. (2005, January 09). The new science of happiness. *Time Magazine*. Retrieved July 15, 2006, from <http://www.time.com/time/magazine/article/0,9171,1015902,00.html>.

11. **Unpublished master's thesis or doctoral dissertation**

McNeil, P. (1993). *Designing women: Gender, modernism and interior decoration in Sydney, c. 1920–1940*. Unpublished master's thesis, Australian National University, Canberra, Australia.

12. **Report**

Wu, J. T., & Liu, I. M. (1987). Exploring the phonetic and semantic features of Chinese words (Tech. Rep. No. NSC75 0310 H002-024). Taiwan National Science Council.

13. **Web document on university program or department Web site**

Degelman, D., & Harris, M. L. (2000). *APA style essentials*. Retrieved May 18, 2000, from Vanguard University, Department of Psychology Web site: http://www.vanguard.edu/faculty/ddegelman/index.aspx?doc_id=796.

14. **Stand-alone Web document (no date)**

Nielsen, M. E. (n.d.). *Notable people in psychology of religion*. Retrieved August 3, 2001, from <http://www.psywww.com/psyrelig/psyrelpr.htm>.

15. **Stand-alone Web document (no author, no date)**

Gender and society. (n.d.). Retrieved December 3, 2001, from <http://www.trinity.edu/~mkearl/gender.html>.

16. Journal article from database

Hien, D., & Honeyman, T. (2000). A closer look at the drug abuse-maternal aggression link. *Journal of Interpersonal Violence, 15*(5), 503-522. Retrieved May 20, 2000, from ProQuest database.

17. Abstract from secondary database

Garrity, K., & Degelman, D. (1990). Effect of server introduction on restaurant tipping. *Journal of Applied Social Psychology, 20*(1), 168-172. Abstract retrieved July 23, 2001, from PsycINFO database.

4. Use of images, charts and tables

Images

Images can be very helpful to understanding of a paper and in design research it may be essential to show images of the actual material of the research. However images can introduce a large amount of data into a document and make it hard to store and slow to download, display and print. Please pay close attention to the size and resolution of any images that you use. Managing images is a normal professional skill for most design researchers, if you are not familiar with the use of digital images please seek advice from a colleague who has relevant experience..

Images must be:

- No bigger than necessary for their purpose in the paper.
- No more than 300 DPI at the size displayed - process the image to be at the right size and resolution before
- Placed as close as possible to the relevant part of the text.
- JPEG format to ensure a minimum file size. (NB. Although TIFF files are often used to ensure quality in print publications a document such as these proceedings must strike a balance between image quality and size of data file)
- Referred to in the text using the figure number
- Have a Figure Number and caption placed immediately below in Normal style as shown in the example below



Fig 1. Example of conflict between design standards

Do Not:

- Attempt to wrap text around images

Tables of information and charts or diagrams

May be included and should be given a figure number and caption as above.

Tables may be produced as Word tables or as images.

Charts and diagrams should be produced as image files to ensure that layout and text formatting are not altered when included in the proceedings