

Technical Writing & Presenting 2.0

CSCI 373

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Labels and Citations

- Labels:
 - `\label{label_name}` and `\ref{label_name}`
- Use `~`:
 - In Smith and Jones`~\cite{2014SmithJones}`, we see that ...
 - In Section`~\ref{intro}`, ...
 - In Figure`~\ref{fig1}`, ...

Figures

- Figures:
 - Clearly labeled: Units, legend, title.
 - Captions: Should explain the figure in summary.
- Use minipage for complicated figure arrangements.

```
\begin{wrapfigure}{r}{0.5\textwidth}
\begin{center}
\fbbox{
\begin{minipage}[b]{0.45\textwidth}
\raggedright

\end{minipage}
} %fbbox
\end{center}
\end{wrapfigure}
```

minipage environment

```
\begin{figure}[h!]  
\includegraphics[width=20pc]{figures/scaling2008_4strong.pdf}\hspace{  
1pc}  
\begin{minipage}[b]{17pc}\caption{\label{fig:scaling1}\small{Strong  
scaling of Tramonto for 3D calculations on Thunderbird and Blue Gene.  
In order to compare all the results against a single standard, we assumed  
perfect scaling on the smallest number of processors where the problem  
could be solved ( $N_{\text{proc}}_{\text{min}}$ ). Thus the 16 processor result for the  
 $D=5\sigma$  (Thunderbird) case, the 128 processor result for the  
 $D=20\sigma$  (Thunderbird) case, and the 512 processor result for the  
 $D=5\sigma$  (Blue Gene) case are all shown on the ideal line. When  
using a large memory per node system (such as thunderbird) there is a  
window of processor counts where near linear (in some cases superlinear)  
speedups can be expected. The width of this window is approximately an  
order of magnitude in the processor count. }}  
\end{minipage}  
\end{figure}
```

Writing Rules

Rule #6:

- Use pictures, charts and graphs,
- But keep in mind #4 (Simplicity).

Rule #7: Use examples to explain complex ideas.

Rule #8: Use:

- Headings (Chapter, Section, etc.).
- Bulleted Lists.
- Numbered lists.

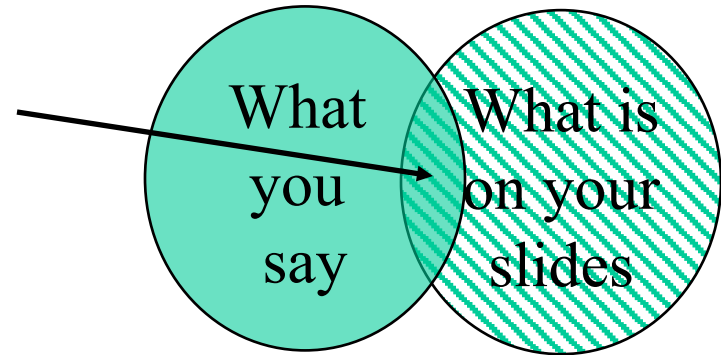
to provide structure, clarity and conciseness to your document.

Rule #9: Provide guidance:

- Table of Contents.
- List of Figures.
- List of Tables.
- Index and Glossary.

Slide Guidelines

1. Let us read the data.
2. Use diagrams, charts, figures.
3. Intersection: minimal.
4. Prepare for disaster.
5. If slides are big notecards, don't have slides.



PowerPoint Defaults

- The default format for PowerPoint is:
 - Outline Format.
 - Brief statements.
 - Slide is a big notecard for the speaker.
- This is BAD:
 - Credible argument:
 - Problems with space shuttle O-rings were known.
 - Poor PowerPoint hid the issue.
 - NASA Challenger exploded in 1986.
 - The best default for a new PowerPoint slide?

