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## Conference Registration

### Conference Registration

The CHI 2001 Advance Program containing conference registration materials will be mailed in December 2000 to members of ACM SIGCHI and many conference partners. For additional copies of the Advance Program, contact the CHI 2001 Conference Office at [chi2001-help@acm.org](mailto:chi2001-help@acm.org). Electronic registration will be available at the web site beginning November 2000.

### Electronic Call for Participation

The Call for Participation is available via the CHI 2001 web site: [www.acm.org/chi2001](http://www.acm.org/chi2001)

### CHI 2001 Conference Office

For general conference information contact: [chi2001-help@acm.org](mailto:chi2001-help@acm.org)

### CHI 2001 Web Site

[www.acm.org/chi2001](http://www.acm.org/chi2001)

The CHI 2001 web site is a good source for committee contact information, up-to-date conference news, resources to support conference contributors and participants, and information on activities that will take place in Seattle to supplement the conference program.

### CHI 2001 Suggestions

If you have any suggestions for CHI 2001, please contact the CHI 2001 Conference Co-Chairs. [chi2001-chairs@acm.org](mailto:chi2001-chairs@acm.org)

# Conference Overview

The annual CHI conference is the leading international forum for the exchange of ideas and information about human-computer interaction (HCI). Diverse members of the global HCI community meet at the CHI conference to share the excitement of discovery and invention, to make and strengthen professional relationships and friendships, and to tackle real world problems. Come to CHI 2001, and be part of laying the foundations of our discipline and identifying the challenges yet to be solved.

## New for CHI 2001

CHI 2001 extends a special invitation for submissions related to the conference theme: Anyone. Anywhere. See CHI 2001 Conference Special Areas for more information.

CHI 2001 especially encourages the submissions of groundbreaking basic research across the technical program. Recognizing the continuing need of establishing a research basis for investigations focused on enabling all users access to information technologies, CHI 2001 is committed to the inclusion of high quality, empirical investigations aimed at laying the groundwork for further research and development.

The CHI 2001 Development Consortium will focus on realizing the CHI 2001 goal of providing unique opportunities for bringing together diverse members of the global HCI community. This will be accomplished, in part, by the inclusion of Latin American researchers, designers, developers, and educators in the exchange of ideas, information, and accomplishments at CHI 2001 in Seattle.

CHI 2001 is revamping video submissions this year by eliminating video papers from the technical papers forum and video demos from the demos forum and introducing Interactive Video Posters. This new venue will enable highly interactive exchanges of ideas and breakthroughs in the community.

Acknowledging the plethora of employment opportunities within the CHI community and the need within our community to enhance communication between employers and potential employees, CHI 2001 will be providing special opportunities, including recruiting booths and the ability to reserve space for job announcements, in order to increase discussion and networking opportunities at the conference.

CHI 2001 is prepared to accept exclusively electronic submissions from the papers, short talks, interactive posters, development consortium, SIGs, and workshops venues in order to ensure accurate and efficient processing of contributions and reviews in the interest of offering the highest quality conference possible. Of course, if electronic submission is impossible, special accommodations will be made by the appropriate venue co-chairs.

## Topics

CHI 2001 invites submissions on the full range of HCI related topics, including, but not limited to:

- Universal access and usability
- Portable, wearable, and wireless computing
- Internationalization and implications of culture on design
- User profiling and individual differences between users
- Visions of HCI in the future
- New, integrative, or forward-looking perspectives on HCI
- Analysis, design, and evaluation methods
- HCI and its societal implications
- Theoretical foundations of HCI
- Devices and display systems, tools, and interaction techniques
- Critical reviews of HCI work
- Education about HCI
- Case studies and design briefings
- Guidelines and design heuristics

## Participation Categories

The field of HCI includes many interests and perspectives on human-computer interaction. In order to serve this large, heterogeneous community, CHI 2001 invites technical submissions in 13 participation categories. If you are unsure to which participation category you should submit, please consult the category co-chairs or your regional liaison.

## Publications

The *CHI 2001 Conference Proceedings* is the main archival publication of the conference. The proceedings serves as a key reference document for researchers and practitioners in the field. The *CHI 2001 Extended Abstracts* contains summary descriptions of many submissions and presentations. The *CHI 2001 Video Program* contains all accepted video materials, including video figures and Interactive Video Posters. All publications will be provided to all conference registrants and will be sold by ACM after the conference.

CHI 2001 is committed to maintaining high quality conference publications. The conference reserves the right to publish only high quality submissions that meet the conference's formatting standards. Note that CHI expects its archival material to contain previously unpublished work. Except in extremely unusual circumstances, we will not accept papers whose content significantly overlaps with work presented or submitted elsewhere.

## Related Submissions

You may prepare as many submissions as you like in the same or different categories. Related submissions in complementary categories (e.g., example, a paper and a demonstration) are strongly encouraged.

## General Conference Co-Chairs

Julie A. Jacko  
University of Wisconsin  
Madison  
USA

Andrew Sears  
UMBC  
USA

chi2001-chairs@acm.org



# CHI 2001 Special Areas CHIkids

Throughout the conference, CHI 2001 will highlight specific areas of interest that relate to the spirit of the conference theme: *anyone. anywhere*. The theme reflects the growing and universal influence of technology on our lives and the concept that technology should be accessible to everyone, everywhere. In this context, we suggest examples of sub themes that may emerge:

- portable and wireless designs
- accessibility
- internationalization
- embedded computing
- e-commerce
- privacy and security
- wearable computing
- aesthetic expression
- the digital divide
- alternative designs
- societal impact of technology

Our vision is to encourage the CHI community to define emerging research and development initiatives that relate to the conference theme through the submission process. In turn, these sub-themes will be woven throughout the various venues of the conference. For more detailed information, contact Michael Muller, Special Areas Chair.

## Invitation to Volunteer

The ACM SIGCHI organization is run as a partnership between hundreds of volunteers and the professional staff. The quality of the programs and the “look-and-feel” of the conferences are directly attributable to the efforts of volunteers and the many hours of dedication that these HCI professionals contribute to the field. If you want to be involved in the SIGCHI organization or to help organize future CHI conferences, please complete the ACM SIGCHI Volunteer Sign-Up Form at [www.acm.org/sigchi/volunteers](http://www.acm.org/sigchi/volunteers). As a volunteer, you will help shape the direction of our professional organization and its conference

## Invitation to Review

CHI 2001 invites experienced members of the HCI community to volunteer their time as reviewers for the CHI 2001 conference. The CHI Reviewer Volunteer Center is now online at the SIGCHI site. There you will be able to volunteer to review specific submission categories for CHI 2001. Experienced members of the HCI community are also needed to mentor potential submitters new to CHI (see Mentoring, page 22). You can also use the Reviewer Volunteer Center to sign up to be a candidate mentor. The Reviewer Volunteer Center will be used by the co-chairs in each area to identify potential reviewers of submissions to the conference. Previous members of the Reviewer Volunteer Center will automatically get an email reminder about volunteering to review for CHI 2001. By signing up as a reviewer at the Reviewer Volunteer Center, you are agreeing to keep the papers you review confidential.

The CHI Reviewer Volunteer Center can be reached at [www.acm.org/sigchi/volunteers/rvcenter.html](http://www.acm.org/sigchi/volunteers/rvcenter.html)

Childcare returns to CHI as a mix of the fun of summer camp, technology, and CHI. **CHI 2001 anticipates significant changes in the CHIkids program. Watch the CHI 2001 Web site for additional details as they develop.** As in previous years, to make all of this happen, CHIkids needs your participation.

### Participation

Individuals, educational organizations, and companies that would like to focus on projects that involve kids in innovative educational technological experiences are encouraged to submit short proposals. We encourage early contact with the CHIkids Chair as proposals are developed. Both paper and electronic submissions are welcome.

### CHIkids Leaders

The success of the CHIkids Program is due in great part to the expertise, experience, and energy of our CHIkids Leaders. For 8 hours each day of the conference, a dedicated team of CHI volunteers works with our CHIkids. If you are interested in volunteering to be a CHIkids Leader, please submit a one-page summary that includes your contact information, your experience (if any) working with children, and what you hope to accomplish as a CHIkids Leader. Only a limited number of CHIkids Leaders can be selected; therefore, your timely submission is critical. Assistance with airfare, accommodations, and conference registration will be provided.

### CHIkids Daily Volunteers

If you are interested in experiencing our CHIkids program, but cannot commit the time required to be a CHIkids Leader, then you may be interested in being a CHIkids Daily Volunteer. As a Daily Volunteer you can select the days and/or times you are available to work at CHIkids. If you are interested in volunteering, please submit a one-page summary that includes your contact information, your experience (if any) working with children, and what you hope to accomplish as a CHIkids Daily Volunteer.

## Special Area Chairs

Michael Muller  
*Lotus Development Corporation*  
USA  
[chi2001-specialareas@acm.org](mailto:chi2001-specialareas@acm.org)

### Special Area Chair for Accessibility

Ephraim Glinert  
*Rensselaer Polytechnic Institute*  
USA  
[chi2001-accessibility@acm.org](mailto:chi2001-accessibility@acm.org)

### Special Area Chair for Internationalization

Donald Day  
*Towson University*  
USA  
[chi2001-international@acm.org](mailto:chi2001-international@acm.org)

### Special Area Chair for Portability

Wendy Castleman  
*Motorola, Inc.*  
USA  
[chi2001-portability@acm.org](mailto:chi2001-portability@acm.org)

## CHIkids Chair

Sabrina Liao,  
*MusicZone, Inc.*,  
USA

### Submissions Due

8 September 2000

### Confirmation of Your Submission

13 October 2000

### Send To

Sabrina Liao  
#41, Lane 22,  
Kuo-Shin St, Shi-Chi Town  
Taipei, Taiwan, ROC

Tel: +88 62 2660 2642

[chi2001-kids@acm.org](mailto:chi2001-kids@acm.org)

# Demonstrations

We encourage demonstrations of ubiquitous computing, universal usability, internationalization, portability, and accessibility all of which relate directly to the theme of the conference: *anyone. anywhere.*

A demonstration is a live presentation of a running system, a technique, or a methodology to an audience with an accompanying talk. Demonstrations offer an opportunity to show the CHI audience an innovative:

- interface concept
- HCI system
- technique or methodology

The first two categories typically demonstrate running systems or prototypes. The third category includes, but is not limited to, techniques for designing, prototyping, and testing the usability of computer interfaces. Audience participation is encouraged.

## Types of Demonstrations

CHI 2001 will include both refereed demonstrations and walk-in demonstrations. Apart from the final paragraph, all text in this section refers to refereed demonstrations only.

## Refereed Demonstrations

Refereed demonstrations require technical submissions, appear in conference publications, and are presented in scheduled sessions at the conference. A refereed demonstration interweaves explanation of technical approaches with a live demo. Sample Demonstration Proposals are available on the CHI 2001 Web site.

## Review Criteria

Refereed demonstration submissions will be reviewed for both technical content and presentation. Demonstrations that are judged to have little or no technical merit, or that appear to be advertisements, will not be accepted. Review criteria include:

- contribution to the field of HCI
- originality of the work
- proper referencing of research or practical claims, and of closely related work
- maturity of the concept, system, or technique
- quality of presentation

## Submission Format

A refereed demonstration submission consists of three parts:

- an extended abstract
- a proposal
- a script outline

## Extended Abstract

Prepare a two-page paper in the Conference Publications Format suitable for publication in the *CHI 2001 Extended Abstracts*, including title, author information, abstract, keywords, body, and references. Since it will be read by people who do not view the demo, it must be understandable on its own. We strongly prefer an additional electronic submission as a PDF file by email to the Send To address shown. Prepare the electronic version of the extended abstract following the instructions in Electronic Submissions.

## Proposal

A demonstration proposal contains:

- a statement of why a demonstration is an appropriate format in which to present the work
- a description of the relevance of the work to the HCI community, emphasizing its novelty, uniqueness, and rationale
- a statement about the commercial status of the technology
- a description of who the presenter is (developer, designer, marketer, etc.)
- a detailed description of the necessary audiovisual and computing support

## Script Outline

A script outline of the demonstration describes the flow of presentation. Begin with a statement of the problem being addressed. Then outline the sequence of the demonstration, narrative, and audience participation. Include screen shots, snapshots, or sketches (as appropriate) and the narrative used to weave the demo together. Plan to use at least two-thirds of your time for the demonstration rather than giving a talk.

## Upon Acceptance

Authors will be notified of acceptance or rejection by 6 November 2000. Extended abstracts of accepted demonstrations will be published in the *CHI 2000 Extended Abstracts*. The primary author of each accepted demonstration will receive an Author Kit with detailed instructions on how to submit camera-ready materials for publication. These materials are due by 8 December 2000.

## At the Conference

Authors of accepted demonstrations will present their work in a scheduled session with at least one other demonstration, each allotted 45 minutes. Demonstrations are provided with computer support and/or video projection support. Audiovisual support and large-screen projection are also provided.

Presenters of demos that use computers must provide their own technical support and are required to perform a technical rehearsal in the demo prep room in advance of their presentations. Many demonstrations will be provided additional time for conference attendees to interact with the demo (and the presenters) in a small-room setting. Presenters may choose to request student volunteers to assist with the demo. Again, demonstrations which permit audience participation are encouraged.

## Demonstrations Co-Chairs

David B. Hamilton  
IBM, Santa Teresa Labs  
USA

Nancy Frishberg  
New Media Centers  
USA

## Deadline

8 September 2000

## Send To

David B. Hamilton  
IBM, Santa Teresa Labs  
555 Bailey Avenue,  
B9M/F136  
San Jose, CA 95035  
USA

Tel.: +1 408 463 2098  
Fax: +1 408 463 2343

chi2001-demos@acm.org

Sample Demonstration Submissions are available on the CHI 2001 Web site.



# Development Consortium: anyone. anywhere. In Latin America

## Submissions

- Your submission must be in English.
- Submissions will not be accepted by fax.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio or pictures of identifiable people rests with you, not CHI 2001.
- We strongly suggest the use of express mail or a courier service for speedy delivery of hard-copy submissions. Customs labels should bear the words "Educational materials with no commercial value."
- You will receive email notification upon receipt of your submission.

## Checklist

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview and Submitting to CHI.
- Fill out Cover Pages One and Two.
- Prepare the two-page extended abstract in the Conference Publications Format, as described above.
- Create a PDF version of your extended abstract, if possible.
- Prepare a proposal for review, as described above.
- Prepare a script outline as described above.
- Secure the rights for any third party materials used.
- Collect Cover Page One, Cover Page Two, the extended abstract, the proposal, and the script in the order given, in a packet.
- Make 7 copies of the packet.
- Use 8.5 x 11 inch or A4 paper.
- Make sure each copy of the packet is stapled, not loose or held by clips.
- Send the 7 copies of your submission packet to the Send To address shown.
- Send the electronic version of the extended abstract by email to the address under the Send To address shown.

## Walk-In Demonstrations

Walk-in demonstrations do not require technical submissions, do not appear in conference publications, and do not receive specialized audio-visual or computing support. Walk-in demonstrations typically are used for sharing work with other members of the HCI community on an informal basis. During the conference, standard facilities for walk-in demonstrations may be reserved for 45 minute time slots. The CHI 2001 web site will provide details for Walk-In Demonstrations after November 2000, as will the CHI 2001 Advance Program.

Much work is needed to promote research and development in countries which do not have well-established CHI communities. In many cases, even though some CHI-related projects have been undertaken, economic hardship, language barriers, poor communication infrastructure, and other problems have prevented researchers from sharing their results and experiences with their colleagues at CHI conferences. At the same time, understanding the issues involved in internationalization is becoming increasingly important.

This year, the Development Consortium promotes CHI research and development in Latin America. The consortium has the following objectives:

- raise the awareness of the CHI community about the characteristics and the importance of the large user communities in Latin America,
- increase the participation of researchers from Latin America in defining future directions for HCI research,
- provide a forum for the discussion of recent developments and findings at research centers throughout Latin America,
- foster communication and collaboration among researchers from countries in Latin America.

The Consortium will be conducted in a workshop format. The Consortium takes place over the two days preceding the main conference: Sunday and Monday, 1 and 2 April. On 31 March, there will be a welcome reception.

Participants in the Consortium receive partial reimbursement of travel expenses, and hotel accommodations.

## Format

A Development Consortium submission has two parts: an extended abstract and a proposal. Prepare your submission as a single PDF file and send it by email to the Send To address shown. If you cannot prepare an electronic PDF file, please contact us at the Send To email address or phone number.

## Extended Abstract

A two-page position paper describing HCI research concluded or in progress, being conducted in a Latin American institution. Papers should be in the Conference Proceedings format, suitable for publication in the *CHI 2001 Extended Abstracts*.

## Proposal

The proposal should provide additional information on your background and relevant experience on HCI in Latin America. This should include the information about your specific HCI-related activities, and any additional information which may indicate your potential contribution to the Consortium's objectives.

## Development Consortium Co-Chairs

Cleotilde González  
*Carnegie-Mellon University*  
USA

Alfredo Sánchez  
*CENTIA/Universidad de las  
Américas-Puebla*  
Mexico

**Deadline**  
8 September 2000

**Send To**  
Alfredo Sanchez  
Library of Universidad de  
las Americas-Puebla  
Sta. Catarina Martir  
Cholula, Puebla 72820  
Mexico

Tel: +52 22 29 2257  
Fax: +52 22 29 2078

chi2001-dev@acm.org

## Doctoral Consortium Chair

Marian Williams  
University of Massachusetts - Lowell  
USA

**Deadline**  
8 September 2000

**Send To**  
Marian Williams  
Computer Science Department  
University of Massachusetts Lowell  
One University Avenue  
Lowell, MA 01854  
USA

Tel: +1 978 934 3628  
Fax: +1 978 934 3551

chi2001-doc@acm.org

Sample Doctoral Consortium Submissions are available on the CHI 2001 web site.



### Submissions

- Submissions must be from individuals affiliated with a Latin American Institution.
- Your submission must be in English.
- Fax submissions will not be accepted.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio, or pictures of identifiable people rests with you, not CHI 2001.
- You will receive email notification upon receipt of your submission.

### Review Criteria

The CHI 2001 Development Consortium organizing committee will select participants on the basis of their anticipated contribution to the Consortium goals. We look forward to a diverse group of participants who can discuss the state and issues around HCI research and practice in Latin America and who can relate their experiences at the CHI conference back to their colleagues within their community.

### Upon Acceptance

All applicants to the Consortium will be notified of acceptance or rejection by 6 November 2000. Authors of accepted submissions will receive an Author Kit with detailed instructions on how to submit final camera-ready materials, which are due 8 December 2000.

### Checklist

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview.
- Prepare a one to two-page extended abstract in the Conference Publications Format, as described above.
- Prepare a proposal, as described above.
- Collect the extended abstract and the proposal, in the order given and convert to PDF format. If you cannot prepare an electronic PDF file to send to us, please contact us at the Send To email address.
- Send the electronic version of the extended abstract and proposal by email to the Send To address shown.

## Doctoral Consortium

The CHI 2001 Doctoral Consortium provides an opportunity for doctoral students to explore their research interests in an interdisciplinary workshop, under the guidance of a panel of distinguished research faculty. The Consortium has the following objectives:

- provide a setting for mutual feedback on participants' current research and guidance on future research directions
- develop a supportive community of scholars and a spirit of collaborative research
- contribute to the conference goals through interaction with other researchers and conference events

The Consortium will be held on Sunday and Monday, 1 and 2 April. Student participants receive complimentary conference registration and travel reimbursement of up to \$750 USD.

### Review Criteria

The Doctoral Consortium review committee will select participants based on their anticipated contribution to the Consortium objectives. Participants typically have settled on thesis directions and had their research proposals accepted by their thesis committees.

### Format

To apply, prepare a submission package with an extended abstract, biographical information, letter of recommendation, and poster layout.

### Extended Abstract

Prepare a two-page extended abstract of your thesis work in the Conference Publications Format including title, author information, abstract, keywords, thesis research summary, and references. We strongly prefer an additional electronic submission as a PDF file by email to the Send To address shown. This is optional, but will greatly assist the reviewing process. Prepare the electronic version of the extended abstract following the instructions in Electronic Submissions.

### Biographical Information

Provide background information and relevant experience plus information that may indicate your potential contributions to the Consortium.

### Letter of Recommendation

Provide a letter of recommendation from your thesis advisor including formal reviews of your research and the expected timetable for completion.

### Poster Layout

Provide a one-page diagram showing the proposed poster layout. The diagram should outline the graphical elements of the poster and include a short description of the textual contents. Consult the Poster Preparation Guidelines before preparing your poster.

### Upon Acceptance

Applicants will be notified by 6 November 2000. Extended abstracts of accepted submissions will be published in the *CHI 2001 Extended Abstracts*. Author Kits with instructions on how to submit materials for

# Interactive Video Posters

publication will be sent with acceptance. These materials are due by 8 December 2000. Prepare the final version of your poster according to the poster layout submitted and bring it to the conference.

## At the Conference

Authors must be available for discussion and interaction with attendees during the scheduled poster session.

## After the Doctoral Consortium

The doctoral consortium will produce a report for publication in the SIGCHI Bulletin.

## Submissions

- Your submission must be in English.
- Submissions will not be accepted by fax or electronically without hardcopy.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio or pictures of identifiable people rests with you, not CHI 2001.
- We strongly suggest the use of express mail or a courier service for speedy delivery. Customs labels should bear the words "Educational materials with no commercial value."
- You will receive email notification upon receipt of your submission.

## Checklist

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview and Submitting to CHI.
- Fill out Cover Page One.
- Prepare a two-page extended abstract in the Conference Publications Format, as described above.
- Create a PDF version of your extended abstract if possible.
- Prepare biographical information for review, as described above.
- Obtain a letter of recommendation from your advisor, as described above.
- Prepare a one-page diagram of your proposed poster layout.
- Collect Cover Page One, the extended abstract, the biographical information, the recommendation letter, and the poster layout, in the order given, in a packet. Make 5 copies of the packet. Use 8.5 x 11 inch or A4 paper.
- Make sure each copy of the packet is stapled, not loose or held by clips.
- Send the 5 copies of your submission packet to the Send To address shown.
- Send the electronic version of the extended abstract by email to the address under the Send To address shown.

New for CHI 2001, Interactive Video Posters combine the attributes of an interactive poster presentation and a video presentation. It is, therefore, a live presentation that interweaves an explanation of technical approaches with a video presentation. The Interactive Video Poster category is an alternative to the Short Talks and Interactive Posters categories and should be considered when the use of video will substantially enhance the presentation of the material.

Interactive Video Posters provide an opportunity to present exciting new findings, ongoing work that has demonstrated special promise, preliminary results, work that is timely and still in a state to be influenced by questions and discussions, or tightly argued essays or opinion pieces. The goal for this category is to provide a short, concise report of work that is important and likely to have high impact on the CHI community.

Submissions should be two-page papers to be published in the *CHI 2001 Extended Abstracts* and 2 - 8 minute videos to be published in the *CHI 2001 Video Program*, on acceptance. The written submission must stand on its own and should include: a concise description of the idea; your results or findings; implications of your work to the field of HCI; and recommendations for further investigation. Full literature searches are not expected, although relevant citations should be included. The video submission must also stand on its own, but must also add substantially to the two-page paper. Summaries of wider findings or reduced versions of longer papers are not suitable for the Interactive Video Posters submission category.

## Review Criteria

Each submission will be reviewed on the basis of its contribution to the field of HCI, evaluations or demonstration of the results, originality of the work, and quality of the written and video presentation. See the papers submission category for more information on these review criteria. In addition, the submission's suitability for presentation as an Interactive Video Poster will be considered.

## Submission Format

An interactive video poster submission consists of two parts:

- an extended abstract
- a high quality videotape

### Extended Abstract

The extended abstract consists of a two-page paper in the Conference Publications Format suitable for publication in the *CHI 2001 Extended Abstracts*, including title, author information, abstract, keywords, body, and references. Since it may be read by people who have no opportunity to view the video, it must be understandable on its own. We strongly prefer an additional electronic submission as a PDF file by email to the Send To address shown. This is optional, but will greatly assist the reviewing process. Prepare the electronic version of the extended abstract following the instructions in Electronic Submissions.

## Interactive Video Posters Co-Chairs

Elizabeth Dykstra-Erickson  
*Apple Computer, Inc.*  
USA

Jonathan Lazar  
*Towson University*  
USA

**Deadline**  
8 September 2000

**Send To**  
Elizabeth Dykstra-Erickson  
Apple Computer, Inc.  
1 Infinite Loop MS 35-E  
Cupertino, CA 95014  
USA

Tel: +1 408 974 6462  
Fax: +1 408 974 5426

chi2001-videoposter@acm.org

### **Videotape**

Prepare a videotape, 2–8 minutes in length, suitable for publication in the *CHI 2001 Video Program*. Be sure to read our Guide to Successful Video Submissions on the CHI 2001 Web site and consult Video Submissions in this booklet for details about how to submit a video.

### **Upon Acceptance**

Authors will be notified of acceptance or rejection by 6 November 2000. Extended abstracts of accepted interactive video posters will be published in the *CHI 2001 Extended Abstracts*. Videos will be published in the *CHI 2001 Video Program*. Accepted authors will be given the opportunity to submit an edited video prior to CHI 2001 producing the conference video. The primary author of each accepted submission will receive an Author Kit with detailed instructions on how to submit camera-ready materials for publication. These materials are due by 8 December 2000.

### **At the Conference**

Authors will be expected to be present at a scheduled session of 40 minutes, during a scheduled conference break, at the side of their video poster for informal discussions with conference participants. A VCR will be provided for these presentations.

### **Submissions**

- Your submission must be in English.
- Submissions will not be accepted by fax or electronically without hardcopy.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio or pictures of identifiable people rests with you, not CHI 2001.
- We strongly suggest the use of express mail or a courier service for speedy delivery. Customs labels should bear the words "Educational materials with no commercial value."
- You will receive email notification upon receipt of your submission.

### **Checklist**

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview and Submitting to CHI.
- Fill out Cover Pages One and Two.
- Prepare the two-page extended abstract in the Conference Publications Format, as described above.
- Create a PDF version of your extended abstract, if possible.
- Prepare a videotape to be published in the *CHI 2001 Video Program*.
- Secure the rights for any third party materials used.
- Collect Cover Page One, Cover Page Two, and the extended abstract, in the order given, in a packet. Make 7 copies of the packet. Use 8.5 x 11 inch or A4 paper.
- Make sure each copy of the packet is stapled, not loose or held by clips.
- Include 2 copies of the videotape.
- Send 7 copies of the submission packet and 2 copies of the video tape to the Send To address shown.
- Send the electronic version of the extended abstract by email to the address under the Send To address shown.



# Panels

**P**anels stimulate thought and discussion about ideas and issues of interest to the human-computer interaction community. They typically focus on controversial or emerging topics and are designed to explore a range of different viewpoints. Domain experts conduct an interactive discussion with the overall goal of helping audience members to broaden their understanding of the issues and perhaps to even modify their views. Panels last 90 minutes and typically include three to five panelists plus a moderator. A discussant may be used, but is not required.

## Types of Panels

Panels may be held on a wide range of topics. Whatever the topic, the panel should focus on controversial or unresolved issues. Panels are an especially appropriate format for discussing pressing questions in HCI practice and theory, emerging trends and technologies, and social issues associated with technology.

Panels may take many approaches. Some are analytic; they analyze and synthesize current practices in the various fields of HCI. Some are comparative; they compare distinct approaches, techniques, and models to a particular problem including evaluation, design, and implementation. Other panels are historic; they revisit the past as a means to inform the present. Panels should target a specific audience, and submissions need to identify this audience (e.g. newcomers to HCI, practitioners, researchers, etc.). We encourage the submission of new types of panels, particularly those that stimulate a high degree of interaction among the panelists and between the panelists and the audience.

## Panel Format

It is important that panels be designed to enable spontaneous, interactive discussion. One approach is to limit each panelist to an initial 5-minute position statement. Then the panel takes questions posed by the moderator, and later by the audience. Another format, one that has been quite successful in past CHI conferences, is a formal debate, with position statements and rebuttals, all on a strict time schedule. You are strongly encouraged to be creative and suggest other formats, as long as they stimulate interaction and discussion.

## Review Process

A multidisciplinary group drawn from industry and academia will independently review each proposal. We are looking for stimulating and timely issues debated by well-informed and engaging panelists. Controversy is encouraged, as are unique and diverse topics. We are especially interested in formats that generate interaction and discussion among panelists and with the audience; this is not the place for a series of prepared presentations.

Using an approach first introduced last year; panels will have a two-step review process. The first review step will address the organizer's vision for the panel and the second (final) review step will evaluate the panel's feasibility and overall quality.

## Step 1: Vision Statement Review

If you do not submit a vision statement, you may still submit a final proposal, but you will not receive the benefits of early feedback about how to better match your submission to the final review requirements. We strongly urge you to submit a vision statement to increase the quality of the submission prior to final review. A member of the Panels review committee will work with you to further develop the vision (if necessary) and identify appropriate panelists for your final submission. You will be contacted with further information by early August.

*Vision Statement.* The vision statement will be used to assess the panel's importance to the HCI community, its relevance to the CHI 2001 theme, and likelihood of generating interesting and thought-provoking discussion. It can identify potential panelists without confirming their participation. If there are panelists who you feel are particularly critical to your panel, you may wish to confirm them in advance, but we encourage you to leave slots open to allow changes as a result of the vision review.

The vision statement is one to two pages long and contains the following information:

- A description of the issues to be addressed by the panel.
- Controversial aspects of the panel and its relevance to HCI and the CHI 2001 theme.
- The intended audience.
- A description of the panel format. Be clear about how you will ensure interactive, spontaneous discussion among panelists rather than a series of presentations. Also, describe how you will incorporate discussion with the audience.
- A list of confirmed or potential panelists, as well as a summary of the points of view you would like to see represented in the panel (we can help you identify additional panelists). If you have specific panelists in mind, indicate who they are and what perspective they can bring to the discussion.

The vision statement submission must be received by 14 July 2000. We strongly prefer additional electronic submission as PDF file by email to the Send To address shown. This is optional, but will greatly assist the reviewing process.

## Step 2: Final Submission Review

The final submission will be used to determine acceptance of the panel to the conference. If you did not submit a vision statement, you may still enter a final submission. The final submission must be received by 8 September 2000. Final submissions for CHI 2001 Panels must include a two-page extended abstract and a panel proposal of no more than 6 pages.

*Extended Abstract.* Prepare a two-page extended abstract of the panel, suitable for publication in the *CHI 2001 Extended Abstracts*. It should include the title of the panel, names and affiliations of the panelists, an abstract, keywords, an overview of the panel topic and format, and a summary of each

## Panels Co-Chairs

Eric Bergman  
*Sun Microsystems*  
USA

Marilyn Salzman  
*US WEST Advanced Technologies*  
USA

## Deadlines

Vision Statement:  
14 July 2000

Final Submission:  
8 September 2000

## Send To

Marilyn Salzman  
US WEST Advanced Technologies  
4001 Discovery Drive  
Boulder, CO 80303  
USA

Tel.: +1 303 541 6454  
Fax: +1 303 541 8264

[chi2001-panels@acm.org](mailto:chi2001-panels@acm.org)

## Panels (cont)

panelist's position. The extended abstract must be in the CHI Conference Publications Format.

*Panel Proposal.* Prepare a four-to six-page panel proposal that includes:

- A final vision statement that covers the topics outlined in the Vision Statement section above (except that all panelists must be committed for this final proposal).
- A list of all panel members including names, affiliations, phone numbers, and email addresses. You should identify the panel organizer. Each person listed must have agreed to be a member of the panel.
- A compilation of position statements. The panelists should each provide a position statement outlining their views on the panel topic and the issues it raises, as well as their qualifications to talk about the topic. These statements can be longer than those in the extended abstract, but each participant's comments should be no more than half a page in length.

### *Upon Acceptance of the Final Submission*

If the final submission is accepted, the panel organizer will receive an Author Kit with instructions for producing a camera-ready extended abstract for publication. The extended abstract is due by 8 December 2000. This abstract should include the title of the panel, the names and affiliations of the panelists, keywords, panel vision, and a summary of each panelist's position.

### *Submissions*

- Your submission must be in English.
- Submissions will not be accepted by fax or electronically without hardcopy.
- Submissions that arrive after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio or pictures of identifiable people rests with you, not CHI 2001.
- We strongly suggest the use of express mail or a courier service for speedy delivery. Customs labels should bear the words "Educational materials with no commercial value."
- You will receive email notification upon receipt of your submission.

### *Checklist for Vision Statement Submission*

Please perform the activities in this checklist to ensure completeness in your vision statement submission.

- Read the Conference Overview and Submitting to CHI.
- Fill out cover pages One and Two.
- Prepare a one to two page Vision Statement.
- Create a PDF version of your Vision Statement if possible.
- Collect Cover Page One and Two and the vision statement, in the order given, in a packet.
- Make 6 copies of the packet.
- Use 8.5 x 11 inch or A4 paper.
- Make sure each copy of the packet is stapled, not loose or held by clips.
- Send the 6 copies of your submission packet to the Send To address shown.
- Send the electronic version of the Vision Statement by email to the address under the Send To address shown.

### *Checklist for Final Submission*

Please perform the activities in this checklist to ensure completeness in your final submission.

- Read the Conference Overview and Submitting to CHI.
- Fill out cover pages One and Two.
- Prepare a 2 page extended abstract in the Conference Publications Format.
- Prepare a 4-6 page panel proposal.
- Create a PDF version of your extended abstract and proposal, if possible.
- Collect Cover Page One, Cover Page Two, the extended abstract, and proposal, in the order given, in a packet.
- Make 6 copies of the packet.
- Use 8.5 x 11 inch or A4 paper.
- Make sure each copy of the packet is stapled, not loose or held by clips.
- Send the 6 copies of your submission packet to the Send To address shown.
- Send the electronic version of the extended abstract and proposal by email to the address under the Send To address shown.



# Papers

Papers present significant intellectual and technical contributions by researchers and practitioners to basic research, development, and practice in all areas of the field of human-computer interaction. Papers are presented at the CHI conference and are collected in an archival conference proceedings, which is published by ACM and cited and read by researchers, practitioners, and educators worldwide. A paper in the technical program can have wide impact on the study of HCI principles, theories, and techniques, and on their application to interactive systems practice. The Guide to Successful Papers Submissions is available on the CHI 2001 Web site.

## Submission and Review Criteria

Paper submissions are reviewed rigorously by a large pool of volunteers drawn from the international technical community of HCI researchers and practitioners. The content and presentation of submitted papers must be acceptable as received. The review process attempts to ensure that papers are assessed rigorously and without bias by applying the same comprehensive set of criteria to every paper. Accordingly, all papers should be prepared with consideration of these criteria:

1. *Contribution to the field of HCI and impact or benefit to the field.* The contribution should be made clear in the abstract as well as the paper, outlining the direct significance to others in any area of the field of HCI. The contributions presented may be one of the following:

- a design for an interactive system that supports the needs of end users
- an interaction technique, device, or other component of the user interface
- a tool or implementation technique for use in interactive system design and development
- a methodology, technique, software architecture, programming technique, or development process for use in interactive system development; or findings from the study of its use
- a theory or model relevant to the design and development of an interactive system
- empirical findings, quantitative or qualitative, assisting the design and development of interactive systems, or concerning the validity of related theories
- experience gained in adapting designs and applying other HCI contributions to real-world conditions, presented in the form of a design briefing or case history
- guidelines or design heuristics that help achieve a design goal
- a thought-provoking, well substantiated analysis of an HCI-related issue

The paper should make clear how the contribution addresses a problem or question of importance to an identified audience in HCI. It should also make clear to what extent a solution or answer has been achieved and how the audience can thus benefit, now or in the future. A review of other published work related to the paper topic should be included. The paper should dis-

cuss the extent to which the benefits could be generalized beyond the context in which the work was done. Preference is given to one strong contribution rather than several lesser ones.

2. *Evaluation or demonstration of the results.* The paper should state its claims and then prove or demonstrate their validity with whatever means are appropriate to the domain. In many cases, a user study is the most effective way to do this. However, for a systems or software architecture paper, the proof may be in the implementation. For a new interaction mode, a proof-of-concept prototype or demonstration may be appropriate. More specifically, following Frederick Brooks' CHI'88 keynote address, a paper might report its evaluation data as:

- Findings, which are results properly established by soundly-designed experiments, and stated in terms of the domain for which generalization is valid.
- Observations, which are reports of facts of real user behavior, even those observed in under-controlled, limited-sample experiments.
- Rules of thumb, which are generalizations, even those unsupported by testing over the whole domain of generalization, believed by the investigators willing to attach their names to them.

The appropriate criteria for quality differ for these categories: truthfulness and rigor for findings; interestingness for observations; usefulness for rules of thumb; and freshness for all three. [F.P. Brooks, Proc. ACM CHI'88 Human Factors in Computing Systems Conference, Addison-Wesley/ACM Press, pp. 1-11, 1988]

In all cases, it should be clear that the work has been carried out to a standard that permits HCI researchers and practitioners to take up the results with some confidence and that the work be replicable by others in the field. Attention should accordingly be paid to demonstrating that empirical work, whether quantitative or qualitative, has been carefully planned and carried out. Likewise, there should be sound and well-justified rationale for decisions taken during the design and development of systems, tools, techniques, and methods. The outcome of these decisions should be assessed in some way against the stated problem.

3. *Originality of the work.* The paper should explain how the presented work has built on previous contributions, and it should make clear in what ways it is novel compared to the state of the art.

4. *Written Presentation.* The paper's contribution and argument should be clearly and concisely presented, with appropriate use of figures, and with attention to the quality of writing. If you wish to request a mentor, see the description of the mentoring program in this booklet.

## Papers Co-Chairs

Michel Beaudouin-Lafon  
University of Aarhus  
Denmark

Robert J.K. Jacob  
Tufts University  
USA

### Deadline

8 September 2000, 17.00 (5:00p.m.), your local time

### Send To

Use the CHI 2001 Electronic Submission Web Site  
[www.acm.org/chi2001/submissions.html](http://www.acm.org/chi2001/submissions.html)  
[chi2001-papers@acm.org](mailto:chi2001-papers@acm.org)

### Send Video Figures To

CHI 2001 Conference Office  
703 Giddings Avenue,  
Suite U-3  
Annapolis, MD 21401  
USA

The Guide to Successful Papers Submissions and the Guide to Successful Video Submissions are available on the CHI 2001 Web Site.

## Papers (cont)

### **Review Process**

Each paper will be reviewed by a group of four to six reviewers. The reviewing is blind, which means that reviewers do not know the identity of the authors of the papers. Reviewer assignment will be done by matching author-supplied keywords and other paper information against reviewer expertise. Based on the reviews, program committee members will develop a summary review and recommendation for acceptance or rejection. Final decisions will be made at a program committee meeting, where the committee as a whole will review the recommendations.

### **Format**

Papers should be submitted electronically for reviewing; a final camera-ready version will be requested for those papers that are accepted.

Papers must be no longer than 8 pages including references, appendices, and figures. They must include title, author information, abstract, keywords, body, and references. The abstract must be 150 words or less and must clearly state the paper contribution to the field of HCI.

Color figures must be provided on separate pages at the end of the manuscript; these pages are included in the page count. Acceptance of a paper does not guarantee acceptance of a color figure.

The paper may be accompanied by a short video figure up to 2 minutes in length. The video figure will be reviewed along with the paper. Acceptance of a paper does not guarantee acceptance of a video figure.

Papers must be in the Conference Publications Format. To support the blind review process, you must prepare an anonymous version of the paper with author names and affiliations removed. It should be prepared as a PDF file and submitted electronically.

### **Submission Instructions**

The paper should be submitted electronically, in PDF format, at the CHI 2001 Electronic Submission Web Page, [www.acm.org/chi2001/submissions.html](http://www.acm.org/chi2001/submissions.html) by the Papers Deadline, 8 September 2000, 17:00 (5:00 p.m.), your local time. If you are submitting a video figure, see the checklist on the next page for how to submit your videotape.

Prepare your abstract and the PDF file of the anonymous version of your paper. Go to the CHI 2001 Electronic Submission Web Page and follow the instructions to submit the PDF file and enter the requested information, including author information, keywords, and abstract. The confidentiality of your submission will be maintained throughout the review process.

For reviewing, we will use your electronically-submitted PDF file. However, if we have problems handling the PDF file for your paper, we may contact you individually shortly after the deadline to work out the problems or possibly to request a backup hardcopy printout.

If you do not currently have software to make PDF files, you can obtain shareware software to do this (pstill, from <http://www.this.net/~frank/pstill.html> and others from <http://www.cs.wisc.edu/~ghost>) as well as commercial software (Adobe Acrobat, from <http://www.adobe.com/products/acrobat/main.html>).

If you do not have web access, please contact the Papers Co-chairs to arrange an alternative submission procedure.

### **Upon Acceptance**

Authors will be notified of acceptance or rejection by shortly after the program committee meeting in November. Accepted Papers will be published in the *CHI 2001 Conference Proceedings*. The primary author of each accepted paper will receive an Author Kit with detailed instructions on how to submit the camera-ready copy. It is due by 8 December 2000. If your submission is accepted, it will not be published without copyright release forms signed by the first listed author or a representative of the first author's institution.

### **At the Conference**

Presentations of papers are 30 minutes (a 20 minute talk and 10 minutes for questions).

### **Submissions**

- Your submission must be in English.
- Submissions will not be accepted by fax or email.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio, or pictures of identifiable people rests with you, not CHI 2001.



# Short Talks and Interactive Posters

## Checklist

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview, Submitting to CHI, and the Guide to Successful Papers Submission documents.
- If your paper submission contains a video figure, read the additional information on video submissions in this booklet for more information.
- If you wish to request a mentor, please see the description of the mentoring program, and contact the Mentoring Liaisons no later than 9 June 2000.
- Prepare your paper in the Conference Publications Format.
- Write the 150 word abstract, clearly stating the paper's contribution to the field of HCI.
- Create a PDF file of an anonymous version of your paper.
- Test your PDF file by viewing or printing it with the same software we will use when we receive it, Adobe Acrobat Reader Version 4. This is widely used and obtainable at no cost from <http://www.adobe.com/products/acrobat/readermain.html>.
- Go to the CHI 2001 Electronic Submission Web Page: <http://www.acm.org/chi2001/submissions.html>, and follow the instructions to submit the PDF file and enter the requested information, including author information, keywords, and abstract.
- If your submission includes a video figure, prepare up to 2 minutes of video suitable for publication. To support the blind review process, the videotape must not contain affiliations or author information. If accepted, your final version should contain this information. When you make your electronic submission, be sure to check the box for an accompanying video figure, note your submission number on the videotape, and send the videotape, along with a printout of the submission summary page you obtained from the electronic submission web site, to arrive at the conference office by 8 September 2000, 17:00 (5:00 p.m. EDT): CHI 2001 Conference Office 703 Giddings Avenue, Suite U-3 Annapolis, MD 21401.
- Be available shortly after the paper submission deadline in case we need to contact you, if we encounter any problems in handling your PDF file.

The Short Talks and Interactive Posters category provides an opportunity to present exciting new findings, ongoing work that has demonstrated special promise, preliminary results, work that is timely and still in a state to be influenced by questions and discussions, or tightly argued essays or opinion pieces. The goal for this category is to provide a short, concise report of work that is important and likely to have high impact on the CHI community.

Submissions should be two-page papers to be published in the *CHI 2001 Extended Abstracts*, on acceptance. The submission should include: a concise description of the idea; your results or findings; implications of your work to the field of HCI; and recommendations for further investigation. Full literature searches are not expected, although relevant citations should be included. Summaries of wider findings or reduced versions of longer papers are not suitable for the Short Talks and Interactive Posters submission category.

## Presentation Styles

Short Talks are mainly aimed at presenting material orally, while Interactive Posters focus more on discussion between the presenter and attendees. Authors should indicate their order of preference for presentation styles: Short Talks and/or Interactive Posters. Authors who provide only one preference will be considered for that presentation style only. Authors who provide a second preference will be considered for their second preference if their first preference is not available.

## Review Criteria

Each submission will be reviewed on the basis of its contribution to the field of HCI, evaluations or demonstration of the results, originality of the work, and quality of the written presentation. See the papers submission category for more information on these review criteria. In addition, the submission's suitability for presentation as a Short Talk or an Interactive Poster will be considered.

## Format

Prepare a two-page, camera-ready paper in the CHI Conference Publications Format including title, author information, abstract, keywords, body and references. Short Papers and Interactive Posters should be submitted electronically for reviewing. Accepted Short Papers and Interactive Posters will be published in the *CHI 2001 Extended Abstracts*.

## Short Talks and Interactive Posters Co-Chairs

Kori Inkpen  
*Simon Fraser University*  
Canada

Jean Vanderdonck  
*Universit  at Catholique de Louvain*  
Belgium

## Deadline

8 December 2000, 17.00 (5:00 p.m.), your local time

## Send To

Use the CHI 2001 Electronic Submission Web Site  
[www.acm.org/chi2001/submissions.html](http://www.acm.org/chi2001/submissions.html)  
[chi2001-shorttalks@acm.org](mailto:chi2001-shorttalks@acm.org)  
[chi2001-posters@acm.org](mailto:chi2001-posters@acm.org)

# Short Talks and Interactive Posters (cont)

## Submission Instructions

The paper should be submitted electronically, in PDF format, at the CHI 2001 Electronic Submission Web Page, [www.acm.org/chi2001/submissions.html](http://www.acm.org/chi2001/submissions.html) by the Short Talks and Interactive Posters Deadline, 8 December 2000, 17:00 (5:00 p.m.), your local time.

Prepare the PDF file of your paper. Go the CHI 2001 Electronic Submission Web Page and follow the instructions to submit the PDF file and enter the requested information. The confidentiality of your submission will be maintained throughout the review process.

For reviewing, we will use your electronically-submitted PDF file. However, if we have problems handling the PDF file for your paper, we may contact you individually shortly after the deadline to work out the problems or possibly to request a backup hardcopy printout. See the Submissions Instructions for Papers for more information about creating PDF files.

If you do not have web access, please contact the Short Talks and Interactive Posters Co-chairs to arrange an alternative submission procedure.

## Upon Acceptance

Authors will be notified of acceptance or rejection by email by 19 January 2001. Please note that due to publication schedules, revisions will not be possible. Please ensure that your paper is clearly written, carefully proofread, and correctly formatted. Note that the PDF version submitted will be considered the final camera-ready version of your paper. Upon acceptance you must complete and return a copyright release form in order to be published. This form will be sent with the accept letter.

Authors of accepted Interactive Posters must prepare a poster presenting their ideas at the conference. Be sure to consult the Poster Preparation Guidelines on the web before preparing your poster.

## At the Conference

Short Talks will be scheduled for 10 minutes of presentation with up to 5 minutes for discussion. Only standard technology support will be provided (see page 27) for Short Talks. The Interactive Poster will be displayed during the conference in an area where people walk around and meet during breaks. Authors are required to be available at the poster during a scheduled poster session for discussion with the attendees.

## Submissions

- Your submission must be in English.
- Submissions will not be accepted by fax or email.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio or pictures of identifiable people rests with you, not CHI 2001. Short Papers and Interactive Posters will be submitted only via electronic submission.
- If you cannot produce such an electronic submission, please contact the co-chairs as soon as possible.
- You will receive email notification upon receipt of your submission.

## Checklist

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview and Submitting to CHI.
- If you wish to request a mentor, please see the description of the mentoring program, and contact the Mentoring Liaisons no later than 29 September 2000.
- Prepare a two-page paper in the Conference Publications Format.
- Create a PDF file of your submission.
- Test your PDF file by viewing or printing it with the same software we will use when we receive it, Adobe Acrobat Reader Version 4. This is widely used and obtainable at no cost from <http://www.adobe.com/products/acrobat/readermain.html>.
- Go to the CHI 2001 Electronic Submission Web Page: [www.acm.org/chi2001/submissions.html](http://www.acm.org/chi2001/submissions.html), and follow the instructions to submit the PDF file and enter the requested information, including author information, keywords, and abstract.
- Be available shortly after the Short Paper or Interactive Poster submission deadline in case we encounter any problems in handling your PDF file and need to contact you.



# Special Interest Groups (SIGs)

CHI 2001 Special Interest Groups (SIGs) enable conference attendees who share an interest to meet informally for 90 minutes of discussion. CHI 2001 provides meeting space and advertises formal SIG meetings in the CHI 2001 Final Program. Submissions for formal SIGs must be received by the deadline; informal SIGs may be organized at the conference on a space-available basis.

## Review Criteria

SIG success depends on effective leadership and planning. Please contact the SIG Chair before submitting a proposal to discuss your ideas and questions. SIG proposals will be reviewed by a committee. Acceptance is based on the relevance of the SIG topic to HCI and the plan for attendee interaction and participation. Proposals must be authored by two or more individuals that represent at least two organizations.

## Proposal

Prepare a one-page proposal describing the content of the SIG and how the SIG discussion will be organized. Also, list at the end of your proposal any related submissions that you have made to CHI 2001. Prepare your proposal as a PDF file. If you cannot prepare an electronic PDF file to send to us, please contact us at the Send To email address. For CHI 2001, SIG proposals will not be published in the extended abstracts.

## Upon Acceptance

You will be notified of acceptance or rejection of your submission by 19 January 2000. Formal SIGs will be listed in the CHI 2001 Final Program.

## At the Conference

The only audiovisual support for SIGs is the use of an overhead projector. The SIG is scheduled for a 90 minute session.

## After the Conference

Following the conference SIG organizers are encouraged to submit an article summarizing the SIG for publication in the SIGCHI Bulletin. Several SIGs have led to proposals for successful workshops at subsequent CHI conferences.

## Submissions

- Your submission must be in English.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio, or pictures of identifiable people rests with you, not CHI 2001.
- You will receive email notification upon receipt of your submission.

## Checklist

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the conference overview and Submitting to CHI.
- Prepare a proposal for review, as described above.
- Prepare a PDF version of the proposal.
- Send the PDF version of the proposal by email to the address under the Send To address shown.

## Special Interest Groups Chair

Jonathan Lazar  
Towson University  
USA

### Deadline

8 December 2000

### Send To

Jonathan Lazar  
Tel: +1 410 830 2255

[chi2001-sigs@acm.org](mailto:chi2001-sigs@acm.org)

# Student Posters

The Student Posters program offers a unique opportunity for students to present their work at CHI 2001 and to receive encouragement in their development as HCI professionals. Student posters will be displayed during the conference and provide an excellent opportunity to discuss late-breaking and on-going work in an informal setting. A two-page summary of each accepted poster will appear in the *CHI 2001 Extended Abstracts*. Student Poster submissions must be authored exclusively by students. They should focus on work that has produced new or exciting ideas or findings.

## Review Criteria

Submissions will be reviewed by a panel of experts in the field. Review criteria include contribution of the work to the CHI community, validity of the results, originality of the work, and clarity of presentation.

## Format

Prepare a two-page, camera-ready extended abstract in the Conference Publications Format. Include title, author information, abstract, keywords, body and references. We strongly prefer additional electronic submission as PDF file by email to the Send To address shown. This is optional, but will greatly assist the reviewing process. Prepare the electronic version of the extended abstract following the instructions in Electronic Submissions.

Also prepare a one-page diagram showing the proposed layout of the poster presentation. The diagram should outline the graphical elements of the poster; the full text is not needed, but a short description of the textual contents should be given. For the conference you need to bring the final poster. Be sure to consult the Poster Preparation Guidelines before preparing your poster.

## Upon Acceptance

Authors will be notified of acceptance or rejection by 19 January 2001. Please note that due to publication schedules, revisions to the camera-ready extended abstract will not be possible. Please ensure that your extended abstract is clearly expressed, carefully proof-read, and correctly formatted. Upon acceptance you must complete and return a copyright release form in order to be published. This form will be sent with the accept letter.

## At the Conference

Authors will be expected to be present at a scheduled session of 40 minutes at the side of their poster for informal discussions with conference participants.

## Submissions

- Your submission must be in English.
- Submissions will not be accepted by fax or electronically without hardcopy.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio, or pictures of identifiable people rests with you, not CHI 2001.
- We strongly suggest the use of express mail or a courier service for speedy delivery. Customs labels should bear the words "Educational materials with no commercial value."
- You will receive email notification upon receipt of your submission.

## Checklist

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview and Submitting to CHI.
- If you wish to request a mentor, please see the description of the mentoring program, and contact the Mentoring Liaisons no later than 29 September 2000.
- Fill out Cover Page One. We strongly encourage use of the electronic versions.
- Prepare a two-page camera-ready extended abstract in the Conference Publications Format, as described above.
- Prepare a one-page diagram of your proposed poster layout.
- Create a PDF version of your extended abstract and your poster layout if possible.
- Collect Cover Page One, the extended abstract, and the poster diagram, in the order given, in a packet. Make 7 copies of the packet. Use 8.5 x 11 inch or A4 paper.
- Make sure each copy of the packet is stapled, not loose or held by clips.
- Include 3 additional camera-ready copies of the extended abstract. They should be printed single sided. They should not be stapled.
- Include a signed statement from the organization where each author was registered as a student when the work was carried out, confirming the student status of all authors.
- Send the 7 copies of your submission packet, the 3 additional copies of the extended abstract, and the signed statement(s) to the Send To address shown.
- Send the electronic version of the extended abstract and proposed poster layout by email to the address under the Send To address shown.

## Student Posters Co-Chairs

Åsa Granlund  
Ericsson Radio Systems  
Sweden

Hans de Graaff  
KPN Research  
The Netherlands

**Deadline**  
8 December 2000

**Send To**  
Hans de Graaff  
KPN Research  
St. Paulusstraat 4  
NL-2264 XZ Leidschendam  
The Netherlands

Tel.: +31 70 33 25339  
Fax: +31 70 33 26477

chi2001-  
studentposters@acm.org

Sample Student Poster  
Submissions are available  
on the CHI 2001 web site.



# Tutorials

Tutorials provides conference participants with the opportunity to gain new insights, knowledge, and skills in a broad range of areas in the field of human-computer interaction. Tutorial topics range from practical guidelines and standards to academic issues and theory. Tutorial participants include user interface designers and users, software developers, managers of human-computer interface projects, human factors practitioners, interface evaluators and testers, industrial designers, teachers of HCI, researchers in human-computer interaction, and professionals in other areas seeking to gain an understanding of how HCI relates to their specialties. Tutorial Submission Samples are available as examples of each tutorial submission component.

## Duration

Each tutorial is designed to be a half-day or full-day in duration. Half-day tutorials are 3 hours long (not including breaks). Full day tutorials are 6 hours long (not including breaks). Please indicate the duration of your proposed tutorial on Cover Page One.

## Attendee Background

The background of attendees assumed by the tutorial should be described explicitly and in detail in the proposal. Include any prerequisites such as knowledge of HCI content, processes, and procedures. State any skills that are needed to understand tutorial content or to complete the exercises. Also, state whether the tutorial is intended to introduce participants to an area, or whether it is intended to further develop the expertise of knowledgeable participants.

## Topics

Tutorials cover a wide range of HCI-related topics, such as usability assessment, user interface development software, theories, graphical design, requirements analysis techniques, design methodologies, behavioral analysis and modeling, multimedia, groupware, and legal issues. Submissions for tutorials on emerging topics, such as alternative interfaces, biomedical device interfaces, and interfaces for wearable computers are also encouraged.

## Review Criteria

Tutorial proposals will be evaluated on the basis of their estimated benefit for prospective participants and on their fit within the tutorials program as a whole. Factors to be considered include relevance, timeliness, importance, and audience appeal; suitability for presentation in a half-day or full-day tutorial format; use of presentation methods that offer participants direct experience with the material being taught; and past experience and qualifications of the instructors. Selection is also based on the overall distribution of topics, approaches (overview, theory, methodology how-to), audience experience levels, and specialties of the intended audiences. Thus, not all tutorials of technical merit can be accommodated.

## Format

Submissions for CHI 2001 Tutorials must include 3 documents: proposal, description for the CHI 2001 Advance Program, and requirements list.

## Proposal

Prepare a proposal, no longer than 10 pages, for review purposes. It should:

- describe the learning objectives of the tutorial
- describe in detail the material that will be covered in the course
- justify the tutorial for a CHI audience
- explain how the tutorial will be conducted
- give a schedule of events with time allocations
- describe and provide samples of materials that will be included in the tutorial notes
- in cases of multiple instructors, indicate role and percentage involvement of each instructor

If the proposed tutorial has been given previously, the proposal should include where the tutorial has been given and how it will be modified for CHI 2001. If the tutorial has been given at a previous CHI conference, describe how changes to the tutorial will address comments from previous attendees. Additional materials may be submitted, but will not necessarily be included in the review process.

## Description for the Advance Program

The description for the CHI 2001 Advance Program should contain the following sections:

- Title of the tutorial, up to 60 characters
- Names and affiliations of the instructors
- Benefits: The benefit statement should contain a summary of what skills and knowledge the attendees will gain as a result of attending this tutorial.
- Origins: The origins should state the history of this tutorial (e.g., whether it was given at past CHI conferences or related venues).
- Features: The features consist of a bulleted list. The items in this list should include the educational goals and/or major elements of the tutorial content.
- Audience: The audience should be described in terms that include any background required to understand the tutorial. State the disciplines and/or organizational roles of attendees who would be interested in your tutorial (see first paragraph of call for a list of roles).
- Presentation: List the various presentation forms used in the tutorial, e.g., lecture, demo, exercise, video, group discussion, and/or case studies.
- Instructor background: List the background for each instructor, including current employment and activities, previous professional activities, and relevant publications.

The overall length of the description should be no longer than 1500 characters. Longer descriptions will be cut. The paper version of the CHI 2001 Advance Program description need not to be in a special

## Tutorials Co-Chairs

Armando Barreto  
*Florida International University*  
USA

Corinna Lathan  
*Catholic University of America*  
USA

## Deadline

28 July 2000

## Send To

Armando Barreto  
10555 West Flagler Street,  
EAS-3956  
Miami, Florida, 33174  
USA

Tel.: +1 305 348 3711  
Fax: +1 305 348 3707

chi2001-tutorials@acm.org

Tutorial Submission Samples are available on the CHI 2001 web site. For those new to this process, please look at the sample submissions provided at the CHI 2001 web site to help you in following the procedures outlined in the text.

## Tutorials (cont)

format. An electronic version of the description must be submitted as a simple email message.

### Requirements List

Prepare a list of requirements for running the tutorial. Include any supplies required for each participant, restrictions or conditions on offering the tutorial, and other information that the review committee should know in considering the proposal. Please note that you should list your audio-visual and computing equipment requirements on Cover Page Two.

### Upon Acceptance

Instructors will be notified of acceptance or rejection by 16 October 2000. Acceptance is conditional upon the instructors' compliance with deadlines and requirements.

Instructors of accepted tutorials will also receive an Author Kit with detailed format requirements for preparation of camera-ready versions of their tutorial notes. The tutorial notes are due by 8 December 2000.

Instructors must prepare course material (tutorial and notes) specifically for the CHI 2001 tutorial session. Presentation materials used by the instructor for other courses or projects must be reworked within the guidelines described in the Author Kit.

### Tutorial Notes

Attendees at previous CHI conferences have indicated that the tutorial notes are a valuable benefit of taking a tutorial. Consequently, proposed tutorials are accepted contingent upon receipt of high-quality tutorial notes. The notes should serve as reference materials for attendees and should support the presentation of material during the tutorial. The tutorial notes should include:

- an introduction to the topic
- copies of all overhead transparencies and slides
- an annotated bibliography
- copies of relevant background material or scholarly papers (for which the instructors have obtained any necessary reprint permission)
- tutorial exercises, as appropriate

Instructors must sign a release form giving CHI 2001 one-time-only permission to utilize the notes for tutorial participants and to sell notes at the conference.

### Compensation

An honorarium of \$1,000 USD will be awarded for each half-day tutorial that is taught. \$2,000 USD for each full-day. If a tutorial has two or more instructors, the honorarium will be shared among them. Instructors must pay for their own travel expenses and conference registration.

### Submissions

- Your submission must be in English.
- Submissions will not be accepted by fax or electronically without hardcopy.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to include copies of material or scholarly articles rests with you not CHI 2001.
- Responsibility for permissions to use video, audio, or pictures of identifiable people rests with you, not CHI 2001.
- We strongly suggest the use of express mail or a courier service for speedy delivery. Customs labels should bear the words "Educational materials with no commercial value."
- You will receive email notification upon receipt of your submission.

### Checklist

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview and Submitting to CHI.
- Review the Tutorial Submission Samples on the CHI 2001 web site.
- If you wish to request a mentor, please see the description of the mentoring program, and contact the Mentoring Liaisons no later than 26 May 2000.
- Fill out Cover Pages One and Two.
- Prepare a proposal for review, as described above.
- Prepare an Advance Program description, as described above.
- Prepare an email version of the Advance Program description, as described above.
- Prepare a requirements list, as described above.
- Collect Cover Page One, Cover Page Two, the proposal, the Advance Program description, and the requirements list, in the order given, in a packet. Make 9 copies of the packet. Use 8.5 x 11 inch or A4 paper.
- Make sure each copy of the packet is stapled, not loose or held by clips.
- Send the 9 copies of your submission packet to the Send To address shown.
- Send the electronic version of the Advance Program description by email to the address under the Send To address shown.



# Workshops

**W**orkshops provide a valuable opportunity for small communities of people with diverse perspectives to engage in rich discussions about a topic of common interest. Interaction among participants is important, so participants must have informed positions based on prior experience. Workshops can focus on research or applied topics. Workshops addressing the conference theme Anyone. Anywhere. through innovative, controversial, or highly practical topics are highly desired. We encourage submissions addressing basic research, applied research, new methodologies, emerging application areas, design innovations, and HCI education. Each workshop will result in a SIGCHI Bulletin article that gives the CHI community a new, organized way of thinking about the topic and that suggests promising directions for future research. Many workshops result in edited books or special issues of journals, and you could aim for that in the design of your workshop.

Workshops are held on the Sunday and Monday of the conference week prior to the conference. A workshop may be one, one and a half, or two days in length. Design your schedule for a length of 3 hours per half-day, with coffee breaks in the middle. Most workshops have 12 to 15 participants. Provisions can be made for a few larger workshops but please consult one of the Workshops Co-Chairs before proposing a Workshop with more than 15 participants. A small workshop fee is charged to each participant to cover materials, food, and the limited audiovisual support. The workshop fee will be waived for two of the workshop's organizers.

## Review Criteria

Workshop submissions will be reviewed by a committee representing a cross-section of HCI researchers and practitioners. Review criteria include the workshop's potential for generating stimulating discussions and useful results; the expected community interest level in the topic; the organizers' ability to demonstrate through the proposal that the workshop will be well organized; the overall balance of topics in the Workshops program; and the fit with the conference theme.

## Format

A workshop submission has three parts: a proposal, an extended abstract, and a call for participation. Prepare your submission as a single PDF file and send it by email to the Send To address shown. If you cannot prepare an electronic PDF file, please contact us at the Send To email address or phone number.

## Proposal

Prepare a three-page proposal for the Workshops review committee. The proposal and other materials are due 8 September 2000. In the proposal, describe the topic, the plan for conducting the workshop, and the organizers' backgrounds. Please keep in mind that the focus of the workshops is small group face-to-face discussion, therefore, workshops typically receive minimal technology support (overhead projectors and flip charts). This limited technology support is reflected in the low fee for workshops. A technology support room with a richer set of resources will be available for shared use, and workshops will be able to reserve time to use the room. Contact the Workshop's Co-Chairs for details.

## Topic should include:

- the names of all organizers (identifying the two whose fees will be waived)
- goals of the workshop
- clear and detailed description of the topic
- importance and timeliness of the topic

## Plan should include:

- preliminary schedule of workshop activities, with estimated times
- breakdown of subtopics within general topic
- desired number of participants
- participant selection criteria
- facilitation of workshop activities
- pre-workshop activities
- dissemination of results (e.g., including plans for books or journals)
- whether poster will be created by organizers
- rationale for any technology requirements beyond an overhead projector, flip charts and the shared technology support room

## Organizer's background should include:

- relevant biographical information including projects, publications, and presentations on the workshop topic
- relevant past experience with workshops at CHI or elsewhere

## Extended Abstract

Prepare a description of the workshop using a maximum of two pages, suitable for publication in the *CHI 2001 Extended Abstracts*. It should contain a summary of the workshop's goals and issues. It must be prepared in the Conference Publications Format, except that no abstract is required.

## Call for Participation

Prepare a 250 word call for participation suitable for publication in the CHI 2001 Advance Program and on the CHI 2001 Web site. It should describe the workshop, the participant selection criteria, and where potential participants should send position papers.

## Workshops Co-Chairs

Clare-Marie Karat  
IBM TJ Watson Research  
Center  
USA

Arnold Lund  
US West Advanced  
Technologies  
USA

## Deadline

8 September 2000

## Send To

Arnold Lund  
Tel: +1 303 541 6267

chi2001-workshops@acm.org

A sample Workshop Proposal is available on the CHI 2001 Web site.

## Workshops (cont)

### *Upon Acceptance*

Organizers will be notified of acceptance or rejection by 16 October 2000. Organizers of accepted workshops will receive an Author Kit with detailed instructions on how to submit final camera-ready materials, which are due 8 December 2000. Workshop organizers select participants on the basis of position papers submitted to them. A position paper is generally 2-4 pages long, and outlines the submitter's view on the workshop theme and the reasons for the submitter's interest in the topic. Position papers must be received by 26 January 2001. Participants will be notified of selection by 2 February 2001.

### *Organizer Responsibilities*

#### *Before the Workshop*

The organizers work with the Workshops Co-Chairs to identify mailing lists and other opportunities for the CHI 2001 Publicity Contractor to solicit diverse participation. You will select, invite, and confirm participants. Send the list of confirmed participants to the Workshops Co-Chairs. Distribute position papers and other pre-workshop materials to participants in advance of the workshop. Develop a final agenda of workshop activities. Work with the Workshops Co-Chairs to reserve time to use the technology support room, if appropriate.

#### *At the Workshop*

The organizer is responsible for facilitating discussion, maintaining productive interaction, and encouraging participation. The emphasis should be on group discussion, rather than on presentation of individual position papers. Diversity of perspectives should be encouraged. CHI 2001 provides meeting rooms, coffee breaks, overhead projectors, and a shared technology support room for workshops. Participants (with the exception of two organizers) are charged a modest registration fee. Organizers can produce a poster if they so desire summarizing the results of the workshop for display during the conference. Although the workshop poster is produced on-site immediately after the workshop, the organizers should follow the Poster Preparation Guidelines in this booklet.

#### *After the Workshop*

It is important for workshop results to be communicated to a larger audience. In addition to the optional poster that may be produced by the organizers during the conference, each workshop will produce a report for publication in the SIGCHI Bulletin. Additional avenues of communication, such as organizing a Special Interest Group (SIG) at the conference, preparing an edited book or special issues of journal following the conference, or creating a Web site to network with others who might be interested, are encouraged.

### *Submissions*

- Your submission must be in English.
- Submissions will be made electronically to the Send To address using PDF format.
- Submissions arriving after the deadline will not be considered.
- Your submission should contain no proprietary or confidential material and should cite no proprietary or confidential publications.
- Responsibility for permissions to use video, audio, or pictures of identifiable people rests with you, not CHI 2001.
- You will receive email notification upon receipt of your submission.

### *Checklist*

Please perform the activities in this checklist to ensure completeness in your submission.

- Read the Conference Overview.
- Prepare a proposal for review, as described above.
- Prepare a one to two page extended abstract in the Conference Publications Format, as described above.
- Prepare a 250 word count workshop call for participation, as described above.
- Collect the proposal, the extended abstract, and the workshop call for participation, in the order given and convert to PDF format. If you cannot prepare an electronic PDF file to send to us, please contact us at the Send To email address.
- Send the electronic version of the proposal, the extended abstract, and the workshop call for participation by email to the Send To address shown.



## Student Volunteers

**S**tudent Volunteers are an integral part of the success of each CHI conference. Students from all disciplines and cultures are invited to be part of the most exciting event in the HCI field. A wide variety of positions are available at the conference. Many of the duties are not glamorous, but all provide opportunities to interact with CHI 2001 contributors, attendees, and committee members from all parts of the world and from diverse areas of the HCI community.

### Benefits

In return for their help at the conference, student volunteers will receive many benefits including free conference registration, some meals, a Conference Reception ticket, a student volunteer T-shirt, and an invitation to the volunteer thank-you party. Student volunteers are responsible for their own housing, travel to and from Seattle, and those meals not provided. Reduced housing rates may be available for student volunteers. Student volunteers will have access to the student volunteer email list, which helps to create a community before the conference.

### Qualifications

Volunteers must be undergraduate, Master's, or Ph.D. students during the 2000-2001 academic year. All students, regardless of discipline, are encouraged to apply. No experience is required. We are looking for enthusiastic, intelligent, reliable people. Volunteers must commit to a total of 20 volunteer hours of work at the conference during 30 March through 5 April 2001.

### How to Apply

Please use the online application form available at the CHI 2001 Web site. If you have difficulty accessing or using the online form, please contact the Student Volunteer Co-Chairs at [chi2001-sv@acm.org](mailto:chi2001-sv@acm.org).

A valid, dated student identification card or a letter from your university or school must be presented when registering at the conference. Student volunteers will be chosen at random from applications received by the Preliminary Deadline. The primary waiting list will consist of applications received by the Preliminary Deadline but not initially selected. Applications received after the Preliminary Deadline and before the Final Deadline will be placed on a secondary waiting list in the order in which they are received. Historically, more students apply than can be accepted, so early application is encouraged. However, applicants on the waiting list often get in, so do not be discouraged.

## Invitation to Exhibit

**B**y exhibiting at CHI, you gain access to HCI professionals with interests spanning the design, development, and evaluation of human-computer interfaces. Approximately 70 percent of the CHI conference participants are responsible for recommending purchases, and many are also responsible for acquisitions. CHI 2001 welcomes:

- providers of HCI-related products and services
- publishers and booksellers
- organizations looking to recruit top professionals in the field

A complimentary conference registration is included with each exhibit booth rental. Exhibitors confirmed by the deadlines listed in the CHI 2001 publications will also be listed on the CHI 2001 Web site. For an Exhibit Invitation and information, please contact the Exhibits Contact.

## Recruiting at CHI 2001

CHI 2001 will offer special opportunities for organizations wishing to recruit. Organizations are invited to rent exhibit booth space for the purpose of recruiting. Informal interview areas will be available to registered exhibitors and recruiters in the exhibit area in addition to the rented booth space.

A complimentary conference registration is included with each recruiting booth rental. Recruiters confirmed by the deadlines listed in the CHI 2001 publications will also be listed on the CHI 2001 Web site. For information, contact the Recruiting Contact.

New this year, organizations can reserve space to post announcements in a special area dedicated to recruiting. CHI 2001 will facilitate the delivery of resumes from individuals to the appropriate contact. CHI 2001 will also help coordinate meeting rooms/suites for interviewing and hospitality events.

## Invitation to Sponsor

Participation in the Sponsorship program is an ideal opportunity to demonstrate your organization's commitment to the field of HCI. Benefits include:

- your organization logo printed on the conference bag given to all attendees at registration
- your organization logo on the prominently displayed conference sponsorship banner
- your logo on the CHI 2001 Web site
- a complimentary conference registration
- acknowledgment of your sponsorship in conference publications distributed worldwide
- a copy of the *CHI 2001 Conference Proceedings* and *CHI 2001 Video Program*
- invitations to special conference events

For more details, please contact the Sponsorship Contact at the address shown.

### Exhibits Contact

[chi2001-sponsor@acm.org](mailto:chi2001-sponsor@acm.org)

### Recruiting Contact

[chi2001-recruit@acm.org](mailto:chi2001-recruit@acm.org)

### Sponsorship Contact

[chi2001-sponsor@acm.org](mailto:chi2001-sponsor@acm.org)

### Exhibits, Recruiting, and Sponsorship Deadlines

**For listing in all conference publications:**

3 November 2000

**For listing in Conference Program and Proceedings only:**

8 December 2000

**For listing in the Conference Program only:**

12 February 2001

### Student Volunteers Co-Chairs

Carolyn Gale  
Vanderbilt University  
USA

Raquel Oliveira Prates  
Pontificia Universidade Catolica  
do Rio de Janeiro  
Brazil

**Preliminary Deadline**  
8 September 2000

**Final Deadline**  
26 January 2001

**Send To**  
[chi2001-sv@acm.org](mailto:chi2001-sv@acm.org)

# Conference Participation Support

## Mentoring Liaison

Gene Golovchinsky  
FX Palo Alto Laboratory  
USA  
chi2001-mentors@acm.org

### Mentoring

Every year CHI submissions from people unfamiliar with the HCI community are turned down because authors do not understand how to communicate their work effectively to this community. We do not want to miss these interesting viewpoints. If you have not previously had a submission accepted to CHI and are unsure how to write a good CHI submission, you may ask for a mentor. A mentor is a person who will help focus your submission to the CHI audience through one-on-one advising. A mentor will also familiarize you with the high standards and strict deadlines of the CHI submission process. Mentors are volunteers familiar with successful submissions in each participation category.

Mentors are available for tutorials, papers, organization overviews, short talks, interactive posters, and student posters. You may request a mentor by going to the mentoring request form online via the CHI 2001 Web site. If you do not have access to the Web, send email to chi2001-mentors@acm.org and you will receive a request form.

If you want to ask for a mentor, we must hear from you no later than 26 May 2000 for tutorials, 9 June 2000 for organization overviews and papers, and 29 September 2000 for short talks, interactive posters and student posters. We recommend that you request a mentor even earlier; a mentor's feedback will be most useful to you if it can influence the way you focus your work, not just the way you write it up for the conference.

### Scholarships

CHI 2001 will offer a limited number of scholarships to CHI 2001 authors with demonstrated financial need in order to enable them to present their work at the conference. Priority will be given to those authors from economically-disadvantaged countries. Scholarships will be offered to presenters of accepted presentations only, not to attendees. We hope this will encourage submissions from under-represented segments of the HCI community. As more information becomes available it will be on the CHI 2001 Web site and posted to CHI-Announcements. It will also be relayed to the Regional Liaisons.

### Regional Liaisons

CHI 2001 has numerous Regional Liaisons to facilitate communication and information flow between CHI 2001 individuals interested in human-computer interaction around the world. The liaisons will be happy to answer your questions about CHI 2001 submission categories and logistics.

### Regional Liaison Contacts

#### Africa

Jacques Hugo, *JH Associates*  
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#### Latin America

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# Submitting to CHI

## Video Submissions

There are two categories of video submissions for CHI 2001. Authors should consider which category is most appropriate for presenting their work. All videos will be distributed to conference attendees and are archived permanently by ACM.

### Types of Video Submissions

**Video Figures.** A video figure, is a **maximum of 2 minutes in length** and may accompany a paper submission. It is intended to supply additional information in the same way that a color plate does.

**Interactive Video Posters.** A video poster provides the opportunity to demonstrate an interface concept, system, or technique in a setting the author and audience can interact. It is a **maximum of 8 minutes in length** and is included in the *CHI 2001 Video Program*. It is accompanied by a two-page extended abstract published in the *CHI 2001 Extended Abstracts*.

### Video Submission Guidelines

For a video submission, prepare a videotape of the appropriate length as defined for your submission type. Videos which are longer than the given time limit will not be considered. Submit your video in either NTSC or PAL format. Please contact one of the Co-Chairs responsible for your submission category if you are unable to use either of those formats. Please note that if your video is accepted you are expected to submit your final video in a higher-quality format, such as Beta-SP, U-Matic, or S-VHS, if possible.

There are specific laws and regulations related to use of third-party media elements in video. It is the responsibility of the author of a video demo to secure and pay for appropriate rights to music, photographs, video clips, and other media elements that are used. If any third-party media are used, proof that rights have been secured must be submitted with the final camera-ready materials. Because of the inherent difficulties in securing and documenting these rights, we strongly discourage submitters from using third-party media.

For more details on video submissions, be sure to read the Guide to Successful Video Submissions on or at the CHI 2001 Web site.

## Electronic Submissions

Submissions to the Papers, Short Talks, and Interactive Posters categories should be made electronically in the PDF format via the CHI 2001 electronic submission web page:  
<http://www.acm.org/chi2001/submission.html>.

Most other categories request that you send an electronic version of all or part of your submission to the Send To email address for your category. If you are requested to send a simple email message, then send plain ASCII text. If you are requested to send a formatted document, such as an extended abstract, use the PDF file format. The file should be an attachment to an email message with the subject line "CHI2001/<title>", where <title> stands for the title of your submission.

PDF format can be created from PostScript files using readily available public domain software. PostScript can be produced by almost every word processor. If you have any difficulties in creating a PDF file or in sending it by email, please check the CHI 2001 Web site for up-to-date information on electronic submissions or contact the Co-Chairs of your submission category.

### Poster Preparation Guidelines

If your submission category includes a poster, prepare the material to create a poster to bring to the conference. Each poster will have a display space approximately 6 feet wide and 4 feet high. Audiovisual and computing equipment will not be supplied. Power outlets will not be available. Posters will be displayed in an area where attendees meet during session breaks. You are responsible for putting your poster up and removing it by the deadlines given to you by your category Co-Chairs. Some posters are accompanied by specially scheduled poster sessions, where you are required to stand by your poster to be available for discussion. In the past, the inclusion of a packet of the author's business cards or a small mailbox, attached to the poster, has proved an efficient way to communicate with interested people when you are not there.

### Language of the Conference

The language of the conference is English. Because the CHI audience comes from all over the world, please ensure that your submission is written in clear and simple prose. Please avoid regional expressions that would be difficult for the global audience to understand. Promotional information will use American English spelling.

# Conference Publications Format

**John Doe**

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**Mary Smith**

Computer Science Department  
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## ABSTRACT

In this paper, we describe the formatting requirements for the CHI Conference and offer a number of suggestions on writing style for the worldwide CHI readership.

## Keywords

Guides, instructions, author's kit, conference publications

## INTRODUCTION

The CHI *Proceedings* and *Extended Abstracts* are the records of the conference. As in previous years, we hope to give the books a uniform appearance. We ask that authors follow some simple guidelines. In essence, we ask you to make your paper look exactly like this document. The easiest way is simply to down-load a template from [2], and replace the content with your own material.

## PAGE SIZE

All material on each page should fit within a rectangle of 18 x 23.5 cm (7" x 9.25"), centered on the page, beginning 1.9 cm (.75") from the top of the page, with a .85 cm (.33") space between two 8.4 cm (3.3") columns.

## TYPESET TEXT

Prepare your submissions on a typesetter or word processor.

## Normal or Body Text

Please use a 10-point Times Roman font, or other Roman font with serifs, as close as possible in appearance to Times Roman, in which these guidelines have been set. The goal is to have a 10-point text, as you see here. Please use sans-serif or non-proportional fonts only for special purposes, such as distinguishing source code text. The Press 10-point font available to users of Script is a good substitute for Times Roman. If Times Roman is not available, try the font named Computer Modern Roman. On a Macintosh, use the font named Times.

If you do not have a laser printer, you may be able to arrange for a business to print your document for you. If no laser printer is available, then use the best alternative printer you have. If you have no access to any printer, then your material should be type-written onto larger pages and reduced 25%. Please ask the conference office for assistance.

## Title and Authors

The title (Helvetica 18-point bold), authors' names (Times Roman 12-point bold) and affiliations (Times Roman 12-point) run across the full width of the page – one column 17.8 cm (7") wide. We also recommend phone number and e-mail address. See the top of this page for two names with different addresses. If only one address is needed, center all address text. For two addresses, use two centered tabs, and so on. For more than three authors, you may have to improvise.<sup>1</sup>

## Abstract and Keywords

Most submission categories require an abstract of approximately 100 words. All submissions require a set of keywords. The abstract and keywords should be placed in the left column of the first page under the left half of the title. The abstract should be a concise statement of the problem, approach, findings, and conclusions of the work described.

## First Page Copyright Notice

Leave 2.5 cm (1") of *blank space* at the bottom of the left column of the first page for the copyright notice.

## Subsequent Pages

For pages other than the first page, start at the top of the page, and continue in double-column format. Right margins should be justified, not ragged. The two columns on the last page should be of equal length.

## References and Citations

Use the standard *Communications of the ACM* format for references – that is, a numbered list at the end of the article, ordered alphabetically by first author, and referenced by numbers in brackets [1]. See the examples of references at the end of this document. Within this template file, use the style named references for the text of your references.

References should be published materials accessible to the public. Internal technical reports may be cited *only if* they are easily accessible (i.e., you can give the address to obtain the report within your citation) and may be obtained by any reader. Proprietary information may *not* be cited. Private communications should be acknowledged, not referenced (e.g., "[Robertson, personal communication]").

## Page Numbering, Headers and Footers

Do not include headers, footers or page numbers in your submission. These will be added when the publications are assembled.

<sup>1</sup> If necessary, you may place some address information in a footnote, or in a named section at the end of your paper.

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The heading of a section should be in Helvetica 9-point bold in all capitals. Sections should be unnumbered.

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The heading of subsections should be in Helvetica 9-point bold with only the initial letters capitalized. (Note: For subsections and subsubsections, a word like *the* or *a* is not capitalized unless it is the first word of the header.]

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Figures should be inserted at the appropriate point in your text. Figures may extend over the two columns up to 17.8 cm (7") if necessary. Black and white photographs (not Polaroid prints) may be mounted on the camera-ready paper with glue or double-sided tape. A service bureau can make a special print of your black and white photography for printing purposes (optional). To avoid smudges, attach figures by paste or tape applied to their *back* surfaces only. Each figure should have a figure caption in Times Roman.

Color figures should appear on separate pages so that they may be collected into a color section in the proceedings. Color figures are a large expense for the conference. Include them only if they are absolutely necessary – and *only* if your submission category permits them.

## LANGUAGE, STYLE AND CONTENT

The written and spoken language of CHI is English. Spelling and punctuation may consistently use any dialect of English (e.g., British, Canadian or US). Hyphenation is optional. Please write for an international audience:

- Write in a straightforward style. Use simple sentence structure. Try to avoid long sentences and complex sentence structures. Use semicolons carefully.
- Use common and basic vocabulary (e.g., use the word “unusual” rather than the word “arcane”).
- Briefly define or explain all technical terms.

- Explain all acronyms the first time they are used in your text – e.g., “World Wide Web (WWW)”.
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- Explain colloquial language and puns. Understanding phrases like “red herring” requires a cultural knowledge of English. Humor and irony are difficult to translate.
- Use unambiguous forms for culturally localized concepts, such as times, dates, currencies and numbers (e.g., “1-5-97” or “5/1/97” may mean 5 January or 1 May, and “seven o’clock” may mean 7:00 am or 19:00).
- Be careful with the use of gender-specific pronouns (*he*, *she*) and other gendered words (*chairman*, *manpower*, *man-months*). Use inclusive language (e.g., *she* or *he*, *s/he*, *they*, *chair*, *staff*, *staff-hours*, *person-years*) that is gender-neutral. If necessary, you may be able to use “he” and “she” alternately, so that the two genders occur equally often. See [5] for further advice and examples regarding gender and other personal attributes.

## ACKNOWLEDGMENTS

We thank the CHI, PDC, and CSCW volunteers and publications support staff who wrote and provided helpful comments on previous versions of this document.

## REFERENCES

1. Anderson, R.E. Social impacts of computing: Codes of professional ethics. *Social Science Computing Review* 10, 2 (Winter 1992), 453-469.
2. CHI Conference Publications Format. Available at <http://www.acm.org/sigchi/chipubform/>.
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5. Schwartz, M., and Task Force on Bias-Free Language. *Guidelines for Bias-Free Writing*. Indiana University Press, Bloomington IN, 1995.

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