



HOW TO USE THE UHCSTR.cls FILE TO FORMAT A TECHNICAL REPORT*

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Abstract

A 250 word abstract goes here. It is left and right justified. Note that the title is all caps and 14pt Times New Roman, and the rest of the text is in 12 pt Times New Roman. The department logo is centered and stops immediately after the word Science (this is the only difference with the department webpage). Multiple authors are separated by commas and an and before the last author. This page is not be numbered. The rest of the technical report is formatted exactly as an IEEE journal paper in single-space, one-column format with 11pt font. This abstract will repeat itself on the second page of the report.



*This work was supported by the Prestigious Foundation.

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Index Terms

Technical Report, L^AT_EX.

I. PREPARING A TECHNICAL REPORT

This document explains how to use the UHCSTR.cls file in L^AT_EX in order to produce a Technical Report that conforms with the guidelines of the University of Houston Computer Science Department. It's current form describes version 1.1.

First, make sure you start your document with the following command:

```
\documentclass{UHCSTR}
```

There are six additional commands that you will use:

```
\TRNumber,  
\CoverTitle,  
\CoverAuthors,  
\CoverKeywords,  
\CoverAbstract,  
\UHCSTechReport
```

Here we explain how you should use each one. First, declare your Technical Report number using

```
\TRNumber{ yyy }
```

where yyy is the number of your Technical Report.

Remember that L^AT_EX is case sensitive, so you need to use the exact capitalization noted here. If you type instead

```
\trnumber{ yyy }
```

you will get an error message. The same goes for all other commands.

Now, declare the title of your document using

```
\CoverTitle{ title }
```

At this point you can use a footnote to acknowledge support from sponsors, or you can include an Acknowledgement paragraph just before the references. Remember to use the command *authorrefmark* if you want to produce footnote marks, following IEEE style guidelines. The title of this document was produced by the following piece of code:

*This work was supported by the Prestigious Foundation.

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```
\CoverTitle{HOW TO USE THE UHCSTR.cls FILE TO FORMAT A TECHNICAL
REPORT\authorrefmark{1}\footnote{\authorrefmark{1}This work was
supported by the Prestigious Foundation.}}
```

The authors are given by the following command

```
\CoverAuthors{ name }
```

Multiple authors should be separated by commas and an and before the last author. Use footnotes if their affiliation is not with UHCS.

Next you should select at most 5 keywords or phrases that describe your report. You can include them in your document by using

```
\CoverKeywords{ keywords }
```

Finally, you need to type the text of your abstract. You can do so by using

```
\CoverAbstract{ text }
```

You must remember to keep the text of your abstract to a length of 250 words or less.

The final command needs no argument. Just use

```
\begin{document}
\UHCSTechReport
```

You are now ready to typeset the rest of your document. It will be formatted exactly as an IEEE journal paper in single-space, one-column format with 11pt font. To keep the same conventions for your references, make sure you use the IEEEtran.bst file to format your bibliography. You can do so by preparing a separate BibTeX file which includes all your references (for example, MyReferences.bib) and including the following two lines in your technical report:

```
\bibliographystyle{IEEEtran}
\bibliography{MyReferences}
```

BibTeX entries typically look like this:

```
@ARTICLE{item:article,
  AUTHOR =      {First Author and Second Author and Third Author},
  TITLE =       {Sample Journal Article},
  JOURNAL =     {Important Journal},
  YEAR =        {2004},
  volume =     {V},
  number =     {N},
  pages =      {yyy--zzz}
}
```

The above entry produces this reference [1]. There are other optional fields that you can include, and more styles of entries, like Conference Proceedings [2], PhD dissertation [3], and Technical Report [4]. You can explore the UHCSTRSample.bib (which was used for this Technical Report) to see how they work. Good luck!

REFERENCES

- [1] F. Author, S. Author, and T. Author, "Sample journal article," *Important Journal*, vol. V, no. N, pp. yyy–zzz, 2004.
- [2] Author1 and Author4, "Sample conference article," in *Proceedings of Good Conference*, Nice place, 2004, pp. 57–61.
- [3] G. Student, "Ticket to success," Ph.D. dissertation, University of Houston, 2004.
- [4] I. Konstantinidis, S. Author, and T. Author, "How to use the uhcstr.cls file to format a technical report," University of Houston Computer Science Department, Tech. Rep. yyy, 2004.