

Formal requirements for Bebras Tasks

This document establishes formal requirements which should be met by tasks submitted to the international Bebras Task Workshop.

Tasks will be sorted prior to the workshop into two categories: Those meeting the requirements, which will be worked on first, and tasks which do not fulfill the requirements.

Template and file formats

The Taskfiles will be named 2013-XY-ZZ-EN.odt where XY stands for the two-letter country-code and ZZ is a number. The use of the OpenDocument format is mandatory (you could use LibreOffice or OpenOffice to edit these files).

Required elements in a Task

- **Adapt the Filename (this will change the ID) and Title**
- **Fill out the age categories**, where school year 1 corresponds roughly to age 6.
 - 0 is Little Beaver (school years 3-4)
 - I is Benjamin (school years 5-6)
 - II is Cadet (school years 7-8)
 - III is Junior (school years 9-10)
 - IV is Senior (school years 11-13)
- **Check one or two Content Categories**
- Fill out Body, Question and Answers. **These three sections must all fit on the first page** (including the headers). *If it doesn't it won't fit on a screen either.*
- You **must give an Explanation** of the right and wrong answers (understandable to the target group!).
- You **must fill out the “It's informatics” part**. Explain the relevance in informatics of this task to the target age group. Use about 3 to 8 sentences. Do not explain the correct answers of a task, but give a larger picture. *If you cannot come up with something useful, may be the task has not much to do with informatics.*
- If possible, indicate some useful website with further information about the subject.
- You **must list the most important words** in the task. *This shall help to use consistent and pertinent wording. This may also help translators.*
- **Add yourself as an author, including e-mail address and country.**
- **List all additional files used.** Filenames are composed only of characters A-Za-z0-9_ and -. File names **all start with the Task-ID**, followed by some descriptive terms and the extension. *See also the formal requirements for graphics.*

Formal requirements for graphics

This sections describes suitable graphics formats and software. The goal is to use open formats which can be manipulated using Free Open Source Software on any operating system. Vector formats are preferred over bitmaps.

Vector formats

SVG: This is the preferred format. You may use Inkscape to generate and edit those files. These files can be used and displayed directly in any modern browser. (Note that Inkscape can import PDF-files).

ODG: You may use LibreOffice Draw or OpenOffice Draw to generate and edit those files. You can export them to SVG or PNG.

Other vector formats should not be used. In particular the **graphics must not be drawn directly in a Text Processor**.

Bitmap formats

In general make sure that your original bitmap is of a high resolution, so it can also be used in print (1200 pixels width is well suited). At the same time, make sure that your image is still well readable in low resolution (400 pixels).

PNG: Use for any image which is not photo-realistic (most Bebras pictures). The advantage is loss-less compression (and an alpha-channel, should this be necessary).

JPG: Use only for originals. Otherwise convert to PNG.

XCF: Use GIMP to generate and edit these files. **Use this if you have text inside bitmaps and for some reason you cannot use a vector format**. Be sure you use different layers for the text and the bitmap, so they can easily be changed when translating. Make sure you use a widely available sans serif font suitable for display on a screen with a reasonable font size.

Other Bitmap-formats should not be used.

Copyright

Make sure you have the permission to use the graphics. Either indicate that you made them yourself or indicate the source (website, license, copyright holders name, contact address, and proof of permission if necessary (date and contents of e-mail)).

File names

File names must contain only the following characters: A-Za-z0-9_ and -.

File names start with the Task ID followed by the language-code (if applicable) followed by one or more descriptive words followed by the file extension. Examples:

2013-XY-01-EN-solutionA.svg (contains english text, has something to do with the solution A).

2013-XY-01.png (this is ok, if there is only one single image containing no text).

very bad example.gif (does not start with the Task ID, contains spaces, the gif format is not allowed).

Text in graphics

If possible, text should not go into the graphics, but into the text around the graphics. Use tables to

place text above, under or next to an image.

If text must go into the image, use SVG (Inkscape) or XCF (GIMP) format. This ensures that the text can be easily translated.