Style sheet for LaTeX documents

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Abstract

This is the style sheet for the Linguistics and Applied Linguistics Conference papers written in LaTeX. And what you're reading now is the abstract. Try to keep the abstract short — between 100 and 150 words will be best.

1 Introduction

It is important to put the title (of course), the author and the e-mail, as we see in this style sheet.

2 Style

The LaTeX document must include the style `lingpoc` in the `\documentstyle` command at the beginning of the document. You must also ensure that `lingproc.sty` is accessible (by putting it in the same directory as your document, for example). This file is at the directory `/~pgc/latex/sty`.

2.1 Footnotes

Why not?[1]

2.2 Sections, subsections, ...

The normal sectioning of the `article` style can be used. Thus, one can use sections, subsections and subsubsections (an example of subsubsection is the one numbered 2.4.1 in this style sheet). The sectioning headers must not be numbered: we'll let LaTeX do it for ourselves.

[1]Yes, you can put footnotes in the usual way. But a general rule for style is to include as few footnotes as possible, and to make them as short as possible ...

2.3 Use of examples

There is a special environment to write examples, which is called, why not, `examples`. The corresponding style `examples.sty` is located in `~diego/latex/sty/`. With this environment we can write examples and nested examples, and refer to them, as we can see from the example (1). All the references to the examples and subexamples will be enclosed in round brackets. We can, for example, refer to subexample (a), or if we want to include also the example number, we can say (1a):

(1) a. *this is the first example*

b. *this is the second example*

(2) *this is another example*

The examples must appear *emphasised*. To make sure they are emphasised the best thing to do is to surround the sentence with curly brackets and add the `\em` command at the beginning.

If we want to include also a transcription we can use a gloss environment,[2] as we can see in these examples from Norance (1996):

(3) a. *onu saatis isa ema kuiwatama*
uncle send.PAST father mother dry.AII
'the uncle sent the father to dry the mother'

b. *Onu saatis ema isa kuivatada*
uncle send.PAST mother father dry.PII
'The uncle sent the mother to be dried by the father'

We can also provide semantic transcriptions in a similar way:

(4) *every example is perfect*
$\forall x \ \mathrm{example}(x) \rightarrow \mathrm{perfect}(x)$

2.4 Citations and reference list

The entries in the reference list must be ordered by the name of the first author. Each entry will typically have the following data in the following order:

- Authors. The first author will be written in the order: Surname, Name(s) or initials. The other authors will be written in the order: Name(s) or initials, Surname. The names of the two last authors will be separated by &, and any others will be separated by a comma ",". If there are several entries with the same first author, the authors of the second and subsequent entries will be represented with a long dash "——".

[2] When using a gloss environment, the line break must be separated from the last word by a blank space; see the source code for the examples.

- Year. If there are several entries with the same first author and year, a letter (a, b, c . . .) will be appended to the year.
- Title. If it is a book, the title is *emphasised* and capitalising words (see the reference list for examples).
- Address: Publisher.
- Volume, pages. If it is a journal, the expression will be: Volume(issue): pages. Otherwise, the pages will be specified at the end of the entry: "pp.234"

See the examples in the reference list.

The usual way of citing is by giving the name and the year in brackets, as Somebody (1986a:22) said, if the name is part of the sentence. If the pages are to be included they will be attached to the year with a colon. If the name is not part of the sentence, both the name and the year will appear in brackets (Another 1986; More & This-Other 1993; Somebody 1986b). If there are more than two authors, only the first author will be specified and any others will be referred as *et al.* (First *et al.* 1987).

2.4.1 Separate bibliography

If you maintain a separate bibliography file and use BibTeX, you must specify `lingproc` at the `\bibliographystyle` command. You will also have to copy the file lingproc.bst from the directory `/~diego/latex/sty/`. After compiling the document, running BibTeX and compiling twice again the document, you must have a file with the extension `.bbl` which you must send to us together with the LaTeX file.

2.5 Quoting

Why not, you can also quote others. You can quote in the text by emphasising the text and providing the translation (if applicable) in single quotation marks, *y queda así* 'and this is the result.' Any text in a foreign language must appear *emphasised.* For long quotes you can use LaTeX's `quote` and `quotation` environments. You must cite the work at the end of the quotation, by means of the command `\citeend`:

> blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah blah. (anonymous)

2.6 Tables, figures and the like

You can add as many tables and figures as you like, but remember: the total of pages, including tables, figures and references must not exceed 10 in number if you use a 12pt font and single spacing.

The figures and tables are better enclosed in `\figure` or `\table` environments so that LaTeX places them automatically where they fit best (this is especially required for **big**

Figure 1: An example of a figure.

figures and tables). They must have a self-explanatory caption, and of course they must be referred in the text. Figure 1 is an example of a floating figure.

If the figures are stored in separate files (Figure 1 is such an example), they must be sent to us as well, of course.

3 And now ... go on and start writing!

For any questions about using LaTeX contact Diego, or for any general question contact any of us:

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References

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First, Peter, John Second, Mary Third & John Luis Fourth. 1987. How to cite four authors. Technical report, University of Badga, Chicago.

More, Frank & Peter This-Other. 1993. And more citations. *Journal of Citations* 12(2): 23–32.

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