

ARTICLE

# Natural Language Processing: $\LaTeX^a$ Guidelines for authors

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(Received xx xxx xxx; revised xx xxx xxx; accepted xx xxx xxx)

## Abstract

This guide is for authors who are preparing papers for the *Natural Language Processing* journal using the  $\LaTeX$  document preparation system and the CUP NLP style file.

## 1. Introduction

The layout design for the *Natural Language Processing* journal has been implemented as a  $\LaTeX$  style file. The NLP style file is based on the ARTICLE style as discussed in the  $\LaTeX$  manual. Commands which differ from the standard  $\LaTeX$  interface, or which are provided in addition to the standard interface, are explained in this guide. This guide is not a substitute for the  $\LaTeX$  manual itself.

### 1.1 Introduction to $\LaTeX$

The  $\LaTeX$  document preparation system is a special version of the  $\TeX$  typesetting program.  $\LaTeX$  adds to  $\TeX$  a collection of commands which simplify typesetting by allowing the author to concentrate on the logical structure of the document rather than its visual layout.

$\LaTeX$  provides a consistent and comprehensive document preparation interface. There are simple-to-use commands for generating a table of contents, lists of figures and/or tables, and indexes.  $\LaTeX$  can automatically number list entries, equations, figures, tables, and footnotes, as well as parts, chapters, sections and subsections. Using this numbering system, bibliographic citations, page references and cross references to any other numbered entity (*e.g.* chapter, section, equation, figure, list entry) are quite straightforward.

### 1.2 The NLP document class

The use of document class allows a simple change of style (or style option) to transform the appearance of your document. The CUP NLP class file preserves the standard  $\LaTeX$  interface such that any document which can be produced using the standard  $\LaTeX$  ARTICLE style can also be produced with the NLP style. However, the fonts (sizes) and measure of text is slightly different from that for ARTICLE, therefore line breaks will change and it is possible that equations may need re-setting.

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<sup>a</sup>To know more information about LaTeX and its packages, try <https://ctan.org/?lang=en>

## 2. Additional facilities

In addition to all the standard  $\text{\LaTeX}$  design elements, the NLP style includes the following feature:

- Extended commands for specifying a short version of the title and author(s) for the running headlines.

Once you have used this additional facility in your document, do not process it with a standard  $\text{\LaTeX}$  style file.

### 2.1 Titles authors' names and affiliation

In the NLP style, the title of the article and the author's name (or authors' names) are used both at the beginning of the article for the main title and throughout the article as running headlines at the top of every page. The title is used on odd-numbered pages (rectos) and the author's name appears on even-numbered pages (versos). Although the main heading can run to several lines of text, the running head line must be a single line.

Moreover, the main heading can also incorporate new line commands (*e.g.*  $\backslash$ ) but these are not acceptable in a running headline. To enable you to specify an alternative short title and author's name, the standard  $\backslash$ righttitle and  $\backslash$ lefttitle commands have been used to print the running headline. If more authors has to be used in  $\backslash$ author command then each authors should be captured in separate  $\backslash$ author command.  $\backslash$ affiliation command is used to call the affiliation, if more affiliations has to be used in  $\backslash$ affiliation command then each affiliations should be captured in separate  $\backslash$ affiliation command.  $\backslash$ email command should be used inside the affiliation as shown below.

```
\lefttitle{\LaTeX\ Supplement}
\righttitle{Natural Language Processing}
  \title{The full title which can be as long
    as necessary}
\begin{authgrp}
  \author{Author's name}
  \affiliation{the affiliation if necessary}
  \email{email}}
\end{authgrp}
```

### 2.2 Abstract

The NLP style provides for an abstract which is produced by the following commands

```
\begin{abstract} ... \end{abstract}
```

### 2.3 Lists

The NLP style provides the three standard list environments.

- Bulleted lists, created using the `itemize` environment.
- Numbered lists, created using the `enumerate` environment.
- Labelled lists, created using the `description` environment.

### 2.4 Footnotes

The NLP journal style uses superior numbers for footnote references.<sup>a</sup>

## 3. Some guidelines for using standard facilities

The following notes may help you achieve the best effects with the NLP style file.

### 3.1 Sections

LaTeX provides five levels of section headings and they are all defined in the NLP style file:

- `\section.`
- `\subsection.`
- `\subsubsection.`
- `\paragraph.`
- `\subparagraph.`

Section numbers are given for sections, subsection and subsubsection headings.

### 3.2 Running headlines

As described above, the title of the article and the author's name (or authors' names) are used as running headlines at the top of every page. The title is used on odd-numbered pages (rectos) and the author's name appears on even-numbered pages (versos).

The `\pagestyle` and `\thispagestyle` commands should *not* be used. Similarly, the commands `\markright` and `\markboth` should not be necessary.

### 3.3 Tables

The `figure` and `table` environments are implemented as described in the LaTeX Manual to provide consecutively numbered floating inserts for illustrations and tables respectively. The standard inserts and their captions are formatted centred. Line breaks in captions can be inserted as required using `\\`.

The NLP style file will cope with most positioning of your tables and you should not normally use the optional positional qualifiers on the `table` environment which would override these decisions. Normal journal style sets the table caption first, followed by a double rule, the table body and a double rule at the bottom. Single rules and spanner rules (`\cline`) can be used to separate headings from the columns. For example, Table 3.3 is produced using the following commands:

```
\begin{table}
\tblcaption{Results of Overloading for 3 Experimental Setups}
{\tablefont\begin{minipage}{25pc}
\begin{tabular}{@{\extracolsep{\fill}}lcr}
\hline
Program& Expt.&
CPU\footnote{Seconds of elapsed time on an unloaded Sun 3/50.}&
RelCPU\footnote{CPU Time relative to experiment (a).}&
GC& Mem\footnote{Bytes of heap used over the duration of the program.}&
RelMem\footnote{Memory usage relative to experient (a).}\\
\hline
8 Queens& (a)& 2 88& 1 00& 6& 1 7M& 1 00\\
\hdashline
\end{tabular}
\end{minipage}
\end{table}
```

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<sup>a</sup>This shows how a footnote is typeset.

```

& (b)& 32 51& 11 29& 193& 48 9M& 28 76\\hdashline
& (c)& 7 90& 2 74& 42& 11 3M& 6 65\\hdashline
\multirow{4}{*}[3pt]{Primes}& (a)& 4 89& 1 00& 19& 5 3M& 1 00\\hdashline
& (b)& 47 54& 9 72& 204& 54 5M& 10 28\\hdashline
& (c)& 10 08& 2 06& 47& 13 0M& 2 45\\hdashline
Nfib& (a)& 21 65& 1 00& 161& 40 4M& 1 00\\hdashline
& (b)& 221 65& 10 24& 1382& 349 0M& 8 64\\hdashline
& (c)& 21 30& 0 98& 161& 42 0M& 1 03\\hdashline
KWIC& (a)& 7 07& 1 00& 15& 6 3M& 1 00\\hdashline
& (b)& 34 55& 4 89& 109& 47 8M& 7 59\\hdashline
& (c)& 31 62& 4 47& 53& 45 0M& 7 14\\hdashline
\hline
\end{tabular}
\vspace{-2\baselineskip}
\end{minipage}
\label{sample-table}
\end{table}

```

Notice the use of the `macro` to obtain the centered decimal points, inside the body of the table.

**Table 1.** Results of Overloading for 3 Experimental Setups

Program	Expt.	CPU	RelCPU	GC	Mem	RelMem
8 Queens	(a)	2 88	1 00	6	1 7M	1 00
	(b)	32 51	11 29	193	48 9M	28 76
	(c)	7 90	2 74	42	11 3M	6 65
Primes	(a)	4 89	1 00	19	5 3M	1 00
	(b)	47 54	9 72	204	54 5M	10 28
	(c)	10 08	2 06	47	13 0M	2 45
Nfib	(a)	21 65	1 00	161	40 4M	1 00
	(b)	221 65	10 24	1382	349 0M	8 64
	(c)	21 30	0 98	161	42 0M	1 03
KWIC	(a)	7 07	1 00	15	6 3M	1 00
	(b)	34 55	4 89	109	47 8M	7 59
	(c)	31 62	4 47	53	45 0M	7 14

This is the sample text to show the table notes.

The `tabular` environment should be used to produce ruled tables; it has been modified for the NLP style in the following ways:

- (1) Additional vertical space is inserted above and below a horizontal rule (produced by `\hline`);
- (2) Tables are centred, and span the full width of the page; that is, they are similar to the tables that would be produced by `\begin{minipage}{\textwidth}`.

Because of this reformatting, vertical rules should not be used; furthermore, commands to redefine quantities such as `\arraystretch` should be omitted. If the old `tabular` facilities are needed, there is a new environment, `oldtabular`, which has none of the reformatting; it should be used in exactly the same way.

Figure 1. An example figure with space for artwork.

### 3.4 Illustrations (or figures)

The NLP style will cope with most positioning of your illustrations and you should not normally use the optional positional qualifiers on the `figure` environment which would override these decisions. Figure captions should be below the figure itself, therefore the `\caption` command should appear after the figure or space left for an illustration.

Figure 1 shows an example onw working with LaTeX code to load art files. `\includegraphics` commnad is to load art files `scale` option used in `\includegraphics` is to reduce the art. EPS format will be compiled using LaTeX. PNG, PDF and JPG format art files are loaded in the same command but the TeX file should be compiled using PDFLaTeX:

```
\begin{figure}
  \includegraphics[scale=.4]{sample.eps}
  \caption{An example figure with space for artwork.}
  \label{sample-figure}
\end{figure}
```

The vertical depth should correspond roughly to the artwork you will submit; it will be adjusted to fit the final artwork exactly.

### 3.5 Creating new theorem-like environments

You can create your own environments in L<sup>A</sup>T<sub>E</sub>X, and although you may already be familiar with `\newtheorem`, you will not have seen the other two commands explained below.

`\newtheorem` is a standard command used for creating new theorem-like environments, such as theorems, corollaries, lemmas, conjectures and propositions, with the body of the text (automatically) in italic.

## 4. Mathematics

The NLP class file will centre displayed mathematics, and will insert the correct space above and below if standard L<sup>A</sup>T<sub>E</sub>X commands are used; for example use `\[ ... \]` and *not* `$$ ... $$`. Do not leave blank lines above and below displayed equations unless a new paragraph is really intended.

`amsmath.sty` is common package to handle various type math equations. The `amsmath` descriptions are available in the document can be find in the web link <https://ctan.org/pkg/amsmath?lang=en>

### 4.1 Numbering of equations

The `subequations` and `subeqnarray` environments have been incorporated into the NLP class file (see Section 4.1.1 regarding the `subequations` environment). Using these two environments, you can number your equations (1a), (1b) etc. automatically. For example, you can typeset

$$a_1 \equiv (2\Omega M^2/x)^{\frac{1}{4}} y^{\frac{1}{2}} \quad (1a)$$

and

$$a_2 \equiv (x/2\Omega)^{\frac{1}{2}} k_y/M. \quad (1b)$$

by using the `subequations` environment as follows:

```
\begin{subequations}
\begin{equation}
a_1 \equiv (2\Omega M^2/x)^{\textstyle\frac{1}{4}} y^{\textstyle\frac{1}{2}} \label{a1}
\end{equation}
and
\begin{equation}
a_2 \equiv (x/2\Omega)^{\textstyle\frac{1}{2}} k_y/M. \label{a2}
\end{equation}
\end{subequations}
```

#### 4.1.1 The `subequations` environment and the `AMSTEX` package

The `amstex` (and the `amsmath`) packages also define a `subequations` environment. The environment in `NLP.cls` is used by default, as the environments in the AMS packages don't produce the correct style of output.

Note that the `subequations` environment from the `amstex` package takes an argument – you should use an 'a' to give `\alph` style subequations. e.g.

```
\begin{subequations}{a} ... \end{subequations}
```

### 4.2 Bibliography

As with standard  $\text{\LaTeX}$ , there are two ways of producing a bibliography; either by compiling a list of references by hand (using a `thebibliography` environment), or by using BibTeX with a suitable bibliographic database with the bibliography style provided with the `nlpguide.tex` like `\bibliographystyle{nlplike}`. The `nlplike.bst` will produce the bibliography which is similar to NLP style but not exactly. If any modification has to be made with `nlplike.bst` can be adjusted during manuscript preparation but the updated `bst` file should be given with source files. However, contributors are encouraged to format their list of references style outlined in section 4.2.2 below.

#### 4.2.1 References in the text

References in the text are given by author and date. Whichever method is used to produce the bibliography, the references in the text are done in the same way. Each bibliographical entry has a key, which is assigned by the author and used to refer to that entry in the text. There is one form of citation – `\cite{akm76}` – to produce the author and date. Thus, Akmajian and Lehrer (1976) is produced by

```
\cite{akm76}.
```

natbib.sty is common package to handle various reference and its cross citations. The natbib descriptions are available in the document can be find in the web link <https://ctan.org/pkg/natbib?lang=en>

#### 4.2.2 List of references

The following listing shows some references prepared in the style of the journal.

```
\begin{thebibliography}{}
\bibitem[\protect\citeauthor{Akmajian and Lehrer}{Akmajian and Lehrer}{1976}]{akm76}
\textbf{Akmajian and Lehrer A.} (1976). NP-like quantifiers and the
problem of determining the head of an NP. {\it Linguistic
Analysis}/\ \textbf{2}, 295--313.
\bibitem[\protect\citeauthor{Huddleston and Rodney}{Huddleston and Rodney}{1984}]{hud84}
\textbf{Huddleston and Rodney S.} (1984). {\it Introduction to the Grammar of
English}. Cambridge: Cambridge University Press.
\bibitem[\protect\citeauthor{McCord C.}{McCord C.}{1990}]{mcc90}
\textbf{McCord C.} (1990). Slot grammar: a system for simpler
construction of practical natural language grammars. In R.
Studer (ed.), {\it Natural Language and Logic: International
Scientific Symposium}, pp.~118--45. Lecture Notes in Computer
Science. Berlin: Springer-Verlag.
\bibitem[\protect\citeauthor{Salton, Gerald, Zhao, Zhongnan and
Chris T.}{Salton {\it et al.}}{1990}]{sal90}
\textbf{Salton, Gerald, Zhao, Zhongnan and Chris T.} (1990).
A simple syntactic approach for the generation of indexing
phrases. Technical Report 90--1137, Department of Computer
Science, Cornell University.
\end{thebibliography}
```

This list typesets as shown at the end of this guide. Each entry takes the form

```
\bibitem[\protect\citeauthor{Author(s), }Date]{tag}
Bibliography entry
```

where Author(s) should be the author names as they are cited in the text, Date is the date to be cited in the text, and tag is the tag that is to be used as an argument for the \cite{} command. Bibliography entry should be the material that is to appear in the bibliography, suitably formatted. This rather unwieldy scheme makes up for the lack of an author-date system in L<sup>A</sup>T<sub>E</sub>X.

## 5. Notes for Editors

This appendix contains additional information which may be useful to those who are involved with the final production stages of an article. Authors, who are generally not typesetting the final pages in the journal's typeface (Monotype Times), do not need this information.

### 5.1 Catchline and date commands

To be placed in the preamble; for example:

- \jnlDoiYr{2019}
- \doival{10.1017/xxxxx}
- \jnlPage{1}{8}
- \history{(Received xx xxx xxx; revised xx xxx xxx; accepted xx xxx xxx)}

### 5.2 Editing citations (when the author has used the `\cite` command)

In the past when an automatic `\cite` command produced text in the output which needed to be changed, the argument (in [ ]) from the bibliography entry was copied to the location of the `\cite` command and then modified. The `\cite` command would then be removed as part of this process.

In the near future, we will probably have to supply TeX output which will need to contain ‘PDF marks’ for interactive browsing. Clearly by removing the automatic link to the bibliographic entry (referenced by the `\cite`), we are making extra work for ourselves later on.

To avoid this, the function of the `\cite` command’s optional argument has been changed. For example, the `\cite` command for the ‘mcc90’ entry gives:

(McCord 1990)

but you want the following to appear in the text:

(McCord 1990, see p. 119)

you would then use:

```
\cite[(McCord 1990, see p.~119)]{mcc90}
```

to obtain the desired result. Notice that you have to supply the round brackets as well in the optional argument.

## 6. Book Review Layout

To create the book review follow the TeX file NLP-BR-Sample.tex is available with this guide and the command details as follows:

In the document class include bookreview class option to get the book review layout as `\documentclass[bookreview]{CUP-JNL-NLP}`.

Use `\bktext` next to `\maketitle` to capture the first bold para context.

In the last before bibliography include `contrib` environment to get the author affiliation. Since the environment is defined with obeylines, each line end will be shown in the output as per the input. To get extra line space use `\\`.

To explore the usage of the all the above mentioned commands refer NLP-BR-Sample.tex and NLP-BR-Sample.pdf.

## References

**Akmajian and Lehrer A.** (1976). NP-like quantifiers and the problem of determining the head of an NP. *Linguistic Analysis* 2, 295–313.

**Huddleston and Rodney S.** (1984). *Introduction to the Grammar of English*. Cambridge: Cambridge University Press.

**McCord C.** (1990). Slot grammar: a system for simpler construction of practical natural language grammars. In R. Studer (ed.), *Natural Language and Logic: International Scientific Symposium*, pp. 118–45. Lecture Notes in Computer Science. Berlin: Springer-Verlag.

**Salton, Gerald, Zhao, Zhongnan and Chris T.** (1990). A simple syntactic approach for the generation of indexing phrases. Technical Report 90–1137, Department of Computer Science, Cornell University.