

Instructions for TLT16 Proceedings

First Author

Affiliation / Address line 1
Affiliation / Address line 2
Affiliation / Address line 3
email@domain

Second Author

Affiliation / Address line 1
Affiliation / Address line 2
Affiliation / Address line 3
email@domain

Abstract

This document contains the instructions for preparing a camera-ready manuscript for the proceedings of TLT16. The document itself conforms to its own specifications, and is therefore an example of what your manuscript should look like. These instructions should be used for both papers submitted for review and for final versions of accepted papers. Authors are asked to conform to all the directions reported in this document.

1 Credits

This document has been adapted from the instructions for earlier ACL and NAACL proceedings, including those for ACL 2017 by Dan Gildea and Min-Yen Kan, NAACL-2017 by Margaret Mitchell, ACL-2012 by Maggie Li and Michael White, those from ACL-2010 by Jing-Shing Chang and Philipp Koehn, those for ACL-2008 by Johanna D. Moore, Simone Teufel, James Allan, and Sadaoki Furui, those for ACL-2005 by Hwee Tou Ng and Kemal Oflazer, those for ACL-2002 by Eugene Charniak and Dekang Lin, and earlier ACL and EACL formats. Those versions were written by several people, including John Chen, Henry S. Thompson and Donald Walker. Additional elements were taken from the formatting instructions of the *International Joint Conference on Artificial Intelligence* and the *Conference on Computer Vision and Pattern Recognition*.

2 Introduction

The following instructions are directed to authors of papers submitted to TLT16 or accepted for publication in its proceedings. All authors are required to adhere to these specifications. Authors are required to provide a Portable Document Format (PDF) version of their papers. **The proceedings are designed for printing on A4 paper.**

3 General Instructions

Manuscripts must be in single-column format. **Type single-spaced.** Start all pages directly under the top margin. See the guidelines later regarding formatting the first page. The length of the Manuscript should not exceed the maximum page limit described in Section 5. **Do not number pages in the camera-ready version.**

The review process is single-blind.

3.1 Electronically-available resources

TLT16 provides this description in \LaTeX 2e (tlt16.tex) and PDF format (tlt16.pdf), along with the \LaTeX 2e style file used to format it (tlt16.sty) and an ACL bibliography style (acl_natbib.bst) and example bibliography (tlt16.bib). We strongly recommend the use of these style files, which have been appropriately tailored for the TLT16 proceedings.

3.2 Format of Electronic Manuscript

For the production of the electronic manuscript you must use Adobe's Portable Document Format (PDF). PDF files are usually produced from L^AT_EX using the *pdflatex* command. If your version of L^AT_EX produces Postscript files, you can convert these into PDF using *ps2pdf* or *dvipdf*. On Windows, you can also use Adobe Distiller to generate PDF.

Please make sure that your PDF file includes all the necessary fonts (especially tree diagrams, symbols, and fonts with Asian characters). When you print or create the PDF file, there is usually an option in your printer setup to include none, all or just non-standard fonts. Please make sure that you select the option of including ALL the fonts. **Before sending it, test your PDF by printing it from a computer different from the one where it was created.** Moreover, some word processors may generate very large PDF files, where each page is rendered as an image. Such images may reproduce poorly. In this case, try alternative ways to obtain the PDF. One way on some systems is to install a driver for a postscript printer, send your document to the printer specifying "Output to a file", then convert the file to PDF.

It is of utmost importance to specify the **A4 format** (21 cm x 29.7 cm) when formatting the paper. When working with dvips, for instance, one should specify `-t a4`. Or using the command `\special{papersize=210mm,297mm}` in the latex preamble (directly below the `\usepackage` commands). Then using dvipdf and/or pdf_latex which would make it easier for some.

If you cannot meet the above requirements about the production of your electronic submission, please contact the publication chairs as soon as possible.

3.3 Layout

Format manuscripts in the manner these instructions are formatted. The exact dimensions for a page on A4 paper are:

- Left and right margins: 2.5 cm
- Top margin: 2.5 cm
- Bottom margin: 2.5 cm
- Text height: 24.7 cm
- Text width: 16.0 cm

Papers should not be submitted on any other paper size. If you cannot meet the above requirements about the production of your electronic submission, please contact the publication chairs as soon as possible.

3.4 Fonts

For reasons of uniformity, Adobe's **Times Roman** font should be used. In L^AT_EX2e this is accomplished by putting

```
\usepackage{newtxtext}
\usepackage{latexsym}
```

or

```
\usepackage{fontspec}
\setmainfont[Ligatures=TeX]{Times New Roman}
\usepackage{latexsym}
```

(Package 'times' is now obsolete.)

in the preamble. If Times Roman is unavailable, use **Computer Modern Roman** (L^AT_EX2e's default). Note that the latter is about 10% less dense than Adobe's Times Roman font.

Type of Text	Font Size	Style
paper title	15 pt	bold
author names	12 pt	bold
author affiliation	12 pt	
the word “Abstract”	12 pt	bold
section titles	12 pt	bold
document text	11 pt	
captions	11 pt	
abstract text	10 pt	
bibliography	10 pt	
footnotes	9 pt	

Table 1: Font guide.

Command	Output	Command	Output
<code>{\a}</code>	ä	<code>{\c c}</code>	ç
<code>{\^e}</code>	ê	<code>{\u g}</code>	ğ
<code>{\i}</code>	ì	<code>{\l}</code>	ł
<code>{\.I}</code>	İ	<code>{\~n}</code>	ñ
<code>{\o}</code>	ø	<code>{\H o}</code>	ó
<code>{\'u}</code>	ú	<code>{\v r}</code>	ř
<code>{\aa}</code>	å	<code>{\ss}</code>	ß

Table 2: Example commands for accented characters, to be used in, *e.g.*, BibT_EX names.

3.5 The First Page

Center the title, author’s name(s) and affiliation(s). Do not use footnotes for affiliations.

Title: Place the title centered at the top of the first page, in a 15-point bold font. (For a complete guide to font sizes and styles, see Table 1) Long titles should be typed on two lines without a blank line intervening. Approximately, put the title at 2.5 cm from the top of the page, followed by a blank line, then the author’s names(s), and the affiliation on the following line. Do not use only initials for given names (middle initials are allowed). Do not format surnames in all capitals (*e.g.*, use “Mitchell” not “MITCHELL”). Do not format title and section headings in all capitals as well except for proper names (such as “BLEU”) that are conventionally in all capitals. The affiliation should contain the author’s complete address, and an electronic mail address. Start the body of the first page 7.5 cm from the top of the page.

The title, author names and addresses should be completely identical to those entered to the electronic paper submission website in order to maintain the consistency of author information among all publications of the conference. If they are different, the publication chairs may resolve the difference without consulting with you; so it is in your own interest to double-check that the information is consistent.

Abstract: Type the abstract at the beginning of the paper. The width of the abstract text should be smaller than the width of the text in the body of the paper by about 0.6 cm on each side. Center the word **Abstract** in a 12 point bold font above the body of the abstract. The abstract should be a concise summary of the general thesis and conclusions of the paper. It should be no longer than 200 words. The abstract text should be in 10 point font.

Text: Begin typing the main body of the text immediately after the abstract as shown in the present document. Do not include page numbers.

Indent: When starting a new paragraph. Use 11 points for text and subsection headings, 12 points for section headings and 15 points for the title.

3.6 Sections

Headings: Type and label section and subsection headings in the style shown on the present document.

output	natbib	previous ACL, Coling or TLT style files
(Gusfield, 1997)	\citep	\cite
Gusfield (1997)	\citet	\newcite
(1997)	\citeyearpar	\shortcite

Table 3: Citation commands supported by the style file. The citation style is based on the natbib package and supports all natbib citation commands. It also supports commands defined in previous ACL or other style files for compatibility.

Use numbered sections (Arabic numerals) in order to facilitate cross references. Number subsections with the section number and the subsection number separated by a dot, in Arabic numerals. Do not number subsubsections.

Citations: Citations within the text appear in parentheses as (Gusfield, 1997) or, if the author’s name appears in the text itself, as Gusfield (1997). Using the provided L^AT_EX style, the former is accomplished using \citep (‘p’ for parenthesis) and the latter with \citet (‘t’ for text). Collapse multiple citations as in (Gusfield, 1997; Aho and Ullman, 1972); this is accomplished with the provided style using commas within the \citep command, e.g., \citep{Gusfield:97,Aho:72}. Append lowercase letters to the year in cases of ambiguities. Treat double authors as in (Aho and Ullman, 1972), but write as in (Chandra et al., 1981) when more than two authors are involved. Also refrain from using full citations as sentence constituents.

We suggest that instead of

“(Gusfield, 1997) showed that ...”

you use

“Gusfield (1997) showed that ...”

Previous ACL citation commands (\newcite, \shortcite and \cite) are still available. See Table 3 for the equivalents.

If the Bib_TE_X file contains DOI fields, the paper title in the references section will appear as a hyperlink to the DOI, using the hyperref L^AT_EX package. To disable the hyperref package, load the style file with the nohyperref option: \usepackage[nohyperref]{tlt16}

Since the TLT16 proceedings will go into the ACL Anthology, the following paragraphs about DOIs also apply.

Digital Object Identifiers: As part of our work to make ACL materials more widely used and cited outside of our discipline, ACL has registered as a CrossRef member, as a registrant of Digital Object Identifiers (DOIs), the standard for registering permanent URNs for referencing scholarly materials. As of 2017, we are requiring all camera-ready references to contain the appropriate DOIs (or as a second resort, the hyperlinked ACL Anthology Identifier) to all cited works. Thus, please ensure that you use Bib_TE_X records that contain DOI or URLs for any of the ACL materials that you reference. Appropriate records should be found for most materials in the current ACL Anthology at <http://aclanthology.info/>.

As examples, we cite (Goodman et al., 2016) to show you how papers with a DOI will appear in the bibliography. We cite (Harper, 2014) to show how papers without a DOI but with an ACL Anthology Identifier will appear in the bibliography.

References: Gather the full set of references together under the heading **References**; place the section before any Appendices, unless they contain references. Arrange the references alphabetically by first author, rather than by order of occurrence in the text. Provide as complete a citation as possible, using a consistent format, such as the one for *Computational Linguistics* or the one in the *Publication Manual of the American Psychological Association* (American Psychological Association, 1983). Use of full names for authors rather than initials is preferred. A list of abbreviations for common computer science journals can be found in the *ACM Computing Reviews* (for Computing Machinery, 1983).

The L^AT_EX and BibT_EX style files provided roughly fit the American Psychological Association format, allowing regular citations, short citations and multiple citations as described above.

Appendices: Appendices, if any, directly follow the text and the references (but see above). Letter them in sequence and provide an informative title: **Appendix A. Title of Appendix.**

3.7 Footnotes

Footnotes: Put footnotes at the bottom of the page and use 9 points text. They may be numbered or referred to by asterisks or other symbols.¹ Footnotes should be separated from the text by a line.²

3.8 Graphics

Illustrations: Place figures, tables, and photographs in the paper near where they are first discussed, rather than at the end, if possible. Color illustrations are discouraged, unless you have verified that they will be understandable when printed in black ink.

Captions: Provide a caption for every illustration; number each one sequentially in the form: “Figure 1. Caption of the Figure.” “Table 1. Caption of the Table.” Type the captions of the figures and tables below the body, using 11 point text.

Table borders: Avoid using vertical lines whenever possible. Most tables are perfectly readable without them, see tables in the present document. Instead of `\hline`, you can use thicker lines `\toprule` and `\bottomrule` based on booktabs package for table borders and `\midrule` for all others.

3.9 Accessibility

In an effort to accommodate the color-blind (as well as those printing to paper), grayscale readability for all accepted papers will be encouraged. Color is not forbidden, but authors should ensure that tables and figures do not rely solely on color to convey critical distinctions. Here we give a simple criterion on your colored figures, if your paper has to be printed in black and white, then you must assure that every curves or points in your figures can be still clearly distinguished.

4 Translation of non-English Terms

It is also advised to supplement non-English characters and terms with appropriate transliterations and/or translations since not all readers understand all such characters and terms. Inline transliteration or translation can be represented in the order of: original-form transliteration “translation”.

5 Length of Submission

The TLT16 conference accepts submissions of up to seven (7) pages of content plus unlimited pages for references. Upon acceptance, final versions of long papers will be given one additional page – up to eight (8) pages of content plus unlimited pages for references – so that reviewers’ comments can be taken into account.

All illustrations and tables that are part of the main text must be accommodated within these page limits, observing the formatting instructions given in the present document. Supplementary material in the form of appendices does not count towards the page limit, and can take up to four (4) additional pages.

However, note that supplementary material should be supplementary (rather than central) to the paper, and that reviewers may ignore supplementary material when reviewing the paper (see Appendix A). Papers that do not conform to the specified length and formatting requirements are subject to be rejected without review.

Acknowledgments

The acknowledgments should go immediately before the references. Do not number the acknowledgments section.

¹This is how a footnote should appear.

²Note the line separating the footnotes from the text.

References

- Alfred V. Aho and Jeffrey D. Ullman. 1972. *The Theory of Parsing, Translation and Compiling*, volume 1. Prentice-Hall, Englewood Cliffs, NJ.
- American Psychological Association. 1983. *Publications Manual*. American Psychological Association, Washington, DC.
- Ashok K. Chandra, Dexter C. Kozen, and Larry J. Stockmeyer. 1981. [Alternation](#). *Journal of the Association for Computing Machinery* 28(1):114–133. <https://doi.org/10.1145/322234.322243>.
- Association for Computing Machinery. 1983. *Computing Reviews* 24(11):503–512.
- James Goodman, Andreas Vlachos, and Jason Naradowsky. 2016. [Noise reduction and targeted exploration in imitation learning for abstract meaning representation parsing](#). In *Proceedings of the 54th Annual Meeting of the Association for Computational Linguistics (Volume 1: Long Papers)*. Association for Computational Linguistics, pages 1–11. <https://doi.org/10.18653/v1/P16-1001>.
- Dan Gusfield. 1997. *Algorithms on Strings, Trees and Sequences*. Cambridge University Press, Cambridge, UK.
- Mary Harper. 2014. [Learning from 26 languages: Program management and science in the babel program](#). In *Proceedings of COLING 2014, the 25th International Conference on Computational Linguistics: Technical Papers*. Dublin City University and Association for Computational Linguistics, page 1. <http://aclweb.org/anthology/C14-1001>.

A Supplemental Material

TLT16 also encourages the submission of supplementary material to report preprocessing decisions, model parameters, and other details necessary for the replication of the experiments reported in the paper. Seemingly small preprocessing decisions can sometimes make a large difference in performance, so it is crucial to record such decisions to precisely characterize state-of-the-art methods.

Nonetheless, supplementary material should be supplementary (rather than central) to the paper. **Submissions that misuse the supplementary material may be rejected without review.** Essentially, supplementary material may include explanations or details of proofs or derivations that do not fit into the paper, lists of features or feature templates, sample inputs and outputs for a system, pseudo-code or source code, and data. (Source code and data should be separate uploads, rather than part of the paper).

The paper should not rely on the supplementary material: while the paper may refer to and cite the supplementary material and the supplementary material will be available to the reviewers, they will not be asked to review the supplementary material.

Appendices (*i.e.* supplementary material in the form of proofs, tables, or pseudo-code) should come after the references, as shown here. Use `\appendix` before any appendix section to switch the section numbering over to letters.

B Multiple Appendices

... can be gotten by using more than one section. We hope you won't need that.