Semantics & Pragmatics Volume 0, Article 2: 1–14, 2007
http://dx.doi.org/10.3765/sp.0.2

Instructions for S&P authors using LaTeX 2ε*

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First published 2007-11-27. Latest version: 2011-12-20.

Abstract This document provides instructions for installing and using the LaTeX 2ε class file, `sp.cls`, and the BibTeX formatting file `sp.bst`.

Keywords: *Semantics and Pragmatics*, LaTeX 2ε, BibTeX, open-access journal

1 Introduction

This document describes how to use the LaTeX 2ε files for S&P. The next few sections explain how to install and work with the package, which includes all the bells and whistles needed to produce high quality web-ready PDF files. Many of the macros are specific to S&P, but the package should be generally useful as well.

The source file for this document is a useful example, since it employs most of the features of the class file and bst file. You can also download a template file from the S&P website. We hope, though, that you're able to fairly seamlessly use your current source files, but with `sp` as the documentclass and the S&P specific frontmatter added.

Give LaTeX 2ε a try if you haven't already converted. It's a shame to work for months or years on a paper only to have it come out looking like, well, like a Word document. So make the switch if you haven't already. The classic reference for TeX is Knuth 1984, and the classic reference for LaTeX is Lamport 1994. But skip those if you are just starting out. We recommend instead the

* Our thanks to Donald Knuth, Leslie Lamport, and the other developers of TeX and LaTeX, for making it possible to produce documents like this without the aid of a publishing house.

following newer book, which covers the more recently LaTeX 2ε releases and will serve you well even when you're an expert: Kopka & Daly 2003. (Don't worry about the distinctions between TeX, LaTeX, and LaTeX 2ε — you're bound to end up with LaTeX 2ε if you install something now.)

2 Installation

2.1 Package contents

The S&P package consists of five files:

(1)
a. `sp.cls`
b. `sp.bst`
c. `example.sty`
d. `mdwtab1.sty`
e. `wokluwer.sty`

Only two of these files is essential to using the package:

(2) Essential files
a. `sp.cls`: the class file
b. `sp.bst`: the BibTeX style file

You should put these where your LaTeX installation looks for such files (say, your local `/texmf/tex/latex` for the cls file and `/texmf/bibtex/bst` for the bst file).

The file `example.sty` is for typesetting examples. It requires `mdwtab1.sty` and `wokluwer.sty`, also included. `example.sty` is not loaded by the class file, so it should be called with `\usepackage` if you want to use it. Section 3.4.1 discusses examples in more detail.

2.2 Requirements

The class file loads a number of prerequisite packages. All of them are included in standard LaTeX 2ε distributions. If you happen not to have one of them, then it will be freely downloadable from ctan.org.

The official fonts of S&P are the Lucida fonts designed by Bigelow & Holmes (1986, 2005). However, since these fonts are commercial rather than freely available, the package will use Times unless you select the `lucida` option. This means, unfortunately, that you will not be able to see where

line-breaks and page-breaks will occur in the final typeset version unless you happen to own the Lucida fonts.

The other packages loaded by the class file are standard, so you probably don't need to do anything special for them:

(3) Packages loaded by `sp.cls`
   a. `fontenc` (loads iff Times font is used)
   b. `mathptmx` (loads iff exists & Times font is used)
   c. `stmaryrd` (loads iff exists & Times font is used)
   d. `textcomp` (loads iff Times font is used)
   e. `amssymb` (loads iff Times font is used)
   f. `microtype` (loads iff present)
   g. `natbib` (loads unless experimental biblatex is used, cf. below)
   h. `inputenc`
   i. `xspace`
   j. `ifthen`
   k. `color`
   l. `hyperref`
   m. `amsmath`
   n. `ifpdf`
   o. `breakurl` (loads iff you use the `dvips` option)
   p. `graphicx`
   q. `subfigure`
   r. `float`

If your document already calls any of these packages, then it is a good idea to remove those calls from your preamble and let `sp.cls` call them as it wants, since, sometimes, order matters.

3 Using the package

3.1 Loading the class file

The package is loaded with

```
\documentclass{sp}
```

The package insists on 12pt font. You should include the option `dvips` if you are using postscript code (see section 3.6 for more on this, though).

The only other options recognized by the class concern fonts: the default is Times (which can also be requested by the `times` option). If you have problems with that, you can specifically resort to the LaTeX standard font, Computer Modern, with the `cm` option. If you have the commercial Lucida fonts, which are the fonts used by the journal for the final typesetting, you can request them with the `lucida` option. The font options are, of course, mutually exclusive.

3.2 Loading the bst file

References are handled with BibTeX. `sp.bst` is designed with the Web in mind, so, ideally, your bib database entries will include doi and/or url information.

```
\bibliography{your-bib-database}
```

Section 3.5.2 covers references more fully. There we also discuss the experimental biblatex support.

3.3 Frontmatter

3.3.1 Metadata

S&P publications will appear on the Web in PDF format. The following metadata is useful for optimizing searches and the like:

```
\pdfauthor{full author list}
\pdftitle{full title}
\pdfkeywords{keywords without special formatting, comma-delimited}
```

These commands should be given in the preamble. Minimize the special characters used there — this is basically ASCII-limited.

3.3.2 Title and thanks

The title is typeset in the usual way, but an initial argument inside square brackets will insert a title in the running headers. If your title is longer than 30 characters, then this should be a short version of your title. Acknowledgments should be included with `\thanks` inside the `\title` command. Thus, the title command looks like this:

```
\title[Short title]%
  {Article title%
    \thanks{Many thanks to ...}%
  }
```

3.3.3 Authors

The \author command can be used in the normal way. But when typesetting the article for publication, the following format will be used (so it is good to use it yourself as well):

```
\author[Short authors]{%
  \spauthor{Author1 \\ \institute{Author1's Institute}} \AND
  \spauthor{Author2 \\ \institute{Author2's Institute}} \AND
  \spauthor{Author3 \\ \institute{Author3's Institute}}%
}
```

There is no limit to the number of authors you can have. Each use of \spauthor should be separated by \AND.

The text inside square brackets appears in the running header. Use full names for up to three authors and "FirstAuthorLastName et al." for more than three.

3.3.4 Abstract

The \abstract environment works in the same was as the standard abstract environment for the article class:

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

3.3.5 Keywords

The \keywords environment is a standard one:

```
\begin{keywords}
  ...
\end{keywords}
```

Six is usually a good number for keywords, but the journal doesn't impose restrictions here. You should use the same keywords both here and in the pdfkeywords command discussed in Section 3.3.1.

3.4 Article body

We intend not to be overly controlling about how the body of the article looks. It's your work, after all, and we want to avoid taking control of it. But there are a few style guidelines that we would like you to follow.

3.4.1 Example sentences

You are free to use any package you wish for numbering examples. However, we impose a few general formatting restrictions:

(4)
a. Example numbers appear in round parentheses, flush left.
b. Subexamples are labeled with lowercase alphabetical letters, each followed by a period.
c. Displayed equations (if any) and examples are numbered in the same sequence and spaced alike.
d. References to examples appear inside parentheses, with no punctuation between elements. So, for example, we can refer to (2), and also to its subexample (2a).

`example.sty` takes care of this. For example, here is a displayed equation that you can compare the examples in this document against:

(5) $$e^{\pi i} + 1 = 0.$$

Furthermore, both examples and sub(sub)examples support `\label` and `\ref`.

The source code for this document provides examples of `example.sty` in action. Here is the general format for a complex case of nesting:

```
\example{Optional general text for this block\\
  \subexamples{
    \subexample{An optional label for this subexample \\
      \subsubexamples{
        \subsubexample{Subsubexample}
        \subsubexample{Another one!}
```

```
        }
      }
      \subexample{
        \subsubexamples{
          \subsubexample{\<{??}Questionable}
          \subsubexample{\<*Ungrammatical}
        }
      }
    }
  }
```

Group multiple examples together in `\examples{...}`. If you do use `\label` in an example or sub(sub)example, take care to avoid surrounding stray spaces:

```
\examples{
  \example{\label{ex:correct-1}This example will be
    typeset correctly.}
  \example{%
    \label{ex:correct-2}%
    This example will also be typeset correctly.}
  \example{
    \label{ex:incorrect}
    This example will have too much space.}
}
```

Page breaks are allowed between examples but not sub(sub)examples.

Because it is based on `tabularx.sty`, `example.sty` lets you specify your own horizontal alignment in advanced cases. It also performs numbering independent of layout, so, for instance, you can put multiple subexamples on a single line, or anywhere else. For example:

(6) a. The woman who saw her father is Mary. $\iota x.w(x) \wedge s(f(x),x) = M$

b. The woman who saw her father is married to a politician. $m(\iota x.w(x) \wedge s(f(x),x))$

(7) a. the woman who saw her father b. *the woman who her father saw

(123) Mary wants to marry a custom example number.

Two kinds of pseudoclefts appear in (6): (6a) is specificational whereas (6b) is predicational. Both show the weak-crossover contrast between (7a) and (7b).

These examples are typeset as follows:

```
\examples[l@{}l@{}XMc]{
 \ex \label{ex:pseudoclefts}
 & \ey \label{ex:specificational}
 & The woman who saw her father is Mary.
 & \iota x.\, w(x) \land s(f(x),x) = M \\
 & \ey \label{ex:predicational}
 & The woman who saw her father is married
   to a politician.
 & m\bigl(\iota x.\, w(x) \land s(f(x),x)\bigr) \\
\noalign{\addvspace\jot}
\ex & \multicolumn{3}{@{}l}
{\ey \label{ex:ok}the woman who saw her father\quad
 \ey \label{ex:wco}\<*the woman who her father saw} \\
\noalign{\addvspace\jot}
(123) & \multicolumn{3}{@{}l@{}}
{Mary wants to marry a custom example number.}}
```

The commands `\ex`, `\ey`, and `\ez` produce consecutive numbering for examples, subexamples, and subsubexamples, respectively. They can be followed by `\label`, as above.

By default, page breaks are permitted only where you use `\noalign` to add vertical space between rows, as above. You can allow page breaks between any two displayed rows by saying `\interdisplaylinepenalty=6999` at the beginning of your paper.

3.4.2 Citations

The class file loads `natbib` for handling references, and it also provides some additional macros for making citations easier.

Our guidelines for in-text references follow those of *Linguistic Inquiry*:

(8) Page numbers are separated from the year by a nonbreaking space: Montague (1974: 12).

(9) Section and chapter numbers are separated from the year by a nonbreaking space and coded with §: Montague (1974: §2).

(10) References to articles are given without parentheses: Montague 1974, Montague 1974: 12, and so forth.

(11) References to an individual-as-author-of-a-text are given with the name followed by the year and other material inside parentheses: Montague (1974), Montague (1974: 12), and so forth.

(12) Possessive marking is on the name only: Montague's (1974), Montague's (1974: 12), and so forth.

(13) Parenthetical references to articles do not contain parentheses of their own: (Montague 1974), (Montague 1974: 12), and so forth.

The following commands make this easy (the first four are standard `natbib` commands):

(14)
a. `\citeauthor{Montague74}` ⇒ Montague
b. `\citealt{Montague74}` ⇒ Montague 1974
c. `\citet{Montague74}` ⇒ Montague (1974)
d. `\citep{Montague74}` ⇒ (Montague 1974)
e. `\posscitet{Montague74}` ⇒ Montague's (1974)
f. `\possciteauthor{Montague74}` ⇒ Montague's
g. `\pgposscitet{Montague74}{988}` ⇒ Montague's (1974: 988)
h. `\secposscitet{Montague74}{2}` ⇒ Montague's (1974: §2)
i. `\pgcitealt{Montague74}{988}` ⇒ Montague 1974: 2
j. `\seccitealt{Montague74}{2}` ⇒ Montague 1974: §2
k. `\pgcitep{Montague74}{988}` ⇒ (Montague 1974: 988)
l. `\seccitep{Montague74}{2}` ⇒ (Montague 1974: §2)
m. `\pgcitet{Montague74}{988}` ⇒ Montague (1974: 988)
n. `\seccitet{Montague74}{2}` ⇒ Montague (1974: §2)

We recommend that *every* reference to an article be coded with one of the variants of the `\cite` command, to prevent spelling mistakes, to accommodate global changes in formatting, and to avoid in-text references without entries in the bibliography.

3.4.3 Images

The class file loads `graphicx`, so external files are easily included with with commands like the following:

```
\includegraphics[width=1in]{image-file.pdf}
\includegraphics[height=6cm]{image-file.jpg}
```

Users of `pdflatex` should use PDF or JPG images. Users of `dvips` should use EPS or PS.

3.4.4 Floats (figures and tables)

The class file formats figures and tables in a special way, using macros built on the `float` package. To use this format, simply format figures and tables in the usual way and let `sp.cls` do its thing.

If you wish to deviate from this style, use the `float` packages command `\floatstyle{...}`, where ... is one of the `float` package's accepted styles, along with one or both of `\restylefloat{table}` and `\restylefloat{figure}`.

If you would like to restyle a single float (or group of them), use brackets. For example:

```
{
  \floatstyle{plain}
  \restylefloat{figure}
  ...
  \begin{figure}
    ...
  \end{figure}
  ...
}
```

3.4.5 Convenience macros

The class file provides some macros that may be of use to our authors.

The colon in logical and set theoretic notation should not be typeset with "`:`", since that results in incorrect spacing ("`:`" is interpreted as a relation symbol by LaTeX) as in:

(15) $\forall x : x \in D \dots$

Instead, one should use `\colon\thinspace`, which results in much better output:

(16) $\forall x\colon x \in D \dots$

The package provides the abbreviation `\co`, which can be used instead of `\colon\thinspace`. So, to typeset the example above, you would write `$\forall x\co x \in D \dots$`.

For parenthetical remarks, the journal will use an em-dash — like so —, but we prefer if you insert the dash not with `---` but with the macro `\dash`, which will result in better spacing — like so — around the parenthesis.

If you would like to link to a webpage, you can use the `\http` macro, which will convert a string into a clickable link in the pdf file. So, to link to semprag.org, you would write `\http{semprag.org}`. Similarly, mark up email addresses like editors@semprag.org as `\email{editors@semprag.org}`.

Finally, semanticists will appreciate that we provide a command `\sv` which produces semantic evaluation brackets: ⟦unicorn⟧. Note that the command does not need to be used in a math-environment, that is: it does not need to be surrounded by `$ ... $`, but it does create a math-environment for its argument. So, if you want to use object language expressions inside the evaluation brackets, you need to use `\mbox` or `\text` (the latter is preferred). Thus, the above example was created by using `\sv{\text{unicorn}}`.

3.5 Backmatter

3.5.1 Appendices

Appendices are just sections inside the environment

```
\begin{appendix}
  ...
\end{appendix}
```

This is a good home for lengthy proofs, fragments, experimental materials, and the like.

3.5.2 References

References come after any appendices and just before the author addresses section:

```
\bibliography{your-bib-database}
```

where `your-bib-database` is the name of your bibtex database file. For final typesetting, we will ask you to provide a `bib`-file containing the bibtex entries for all your references.

The class file uses the BibTeX style file `sp.bst` as a default. This can be overridden with `\bibliographystyle`, but we'll use `sp.bst` for published

versions. This new BibTeX style file implements the guidelines of the "Unified Stylesheet for Linguistics", which grew out of discussions among a group of editors of linguistics journals during 2005-2006 and were approved on January 7, 2007. They were intended as a "default, but with discretion to use common sense", to quote David Denison.

To ensure that we can provide readers with the full bibliographic information they deserve, please make sure that your bibtex database satisfies the following:

i. Journal and book titles must be given in *full* with initial letter of each major word capitalized.

ii. Page references *must* be given in *full* for all articles in books and journals.

iii. Use full first names of authors or editors.

iv. In case of multiple authorship, the names of all authors must be given.

v. When possible provide the issue number and not just the volume number for a journal article.

vi. Provide the doi number of a journal article whenever possible. If the information is not directly available with the article, use the form at crossref.org/SimpleTextQuery/ to find the doi.

vii. For conference proceedings title, use the name of the society and then put the meeting's acronym in parentheses. Otherwise treat as a journal article. Do not include the words "proceedings of the" or "papers from the".

Experimental biblatex bibliography style: The `sp-latex` package now includes a biblatex bibliography style more fully implementing the unified stylesheet: `sp-biblatex.bbx`. If you would like to use this, add the class option `biblatex` when you call `sp.cls`:

```
\documentclass[biblatex]{sp}
```

Also, add a line to the preamble that loads your `bib`-file:

```
\addbibresource{your-bib-database.bib}
```

Finally, replace the `\bibliography` line in the backmatter with the following:

```
\printbibliography
```

Otherwise the transition should be seamless. Eventually, we will move to biblatex completely. If you encounter issues, please email us: latex@semprag.org.

3.5.3 Author addresses

Full author addresses appear at the end of each article. They are specified as follows:

```
\begin{addresses}
  \begin{address}
    Author1 \\
    Street \\
    ... \\
    \email{author1@email}
  \end{address}
  \begin{address}
    Author2 \\
    Street \\
    ... \\
    \email{author2@email}
  \end{address}
  ...
\end{addresses}
```

3.6 A note on using postscript

We discourage using postscript, and we in turn strongly encourage using `pdflatex` or one of its sibling to generate your output. As far as we know, only the direct route to PDF can ensure that line breaks happen where they are supposed to and hyperlinks work properly.

We understand that you might depend upon postscript for your diagrams. If this is so, then we suggest the following:

i. Create PDF files of your diagrams and insert them with a command like `\includegraphics`. (The class file loads `graphicx` already.)

ii. Use `pdftricks` or one of its variants. (This might be somewhat arduous though.)

If neither of these options works for you, please contact us. We are happy to work with you to ensure that your diagrams look the way you want them to.

With all that said, it is worth pointing out that including the option `dvips` in your `documentclass` specification will instruct `hyperref` to deal with your hyperlinks and the like as best it can.

```
\documentclass[dvips]{sp}
```

This will also call `breakurl` into action to assist. This might produce first-rate output if your document contains few hyperlinks.

4 Troubleshooting

If you have any problems with the journal's LaTeX package, please send email to latex@semprag.org.

In our experience, there may be font selection issues, in which case we recommend trying the `cm` class option, which uses the standard Computer Modern fonts rather than Times.

References

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S&P instructions for LaTeX 2ε

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