

Instructions for IJCNLP 2008 Proceedings

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Abstract

This document contains the instructions for preparing a camera-ready manuscript for the proceedings of IJCNLP 2008. The document itself conforms to its own specifications, and is therefore an example of what your manuscript should look like. Authors are asked to conform to all the directions reported in this document.

1 Credits

This document has been adapted from the instructions for ACL 2007, which were in turn adapted from those for COLING/ACL-06, which were in turn adapted from those for EACL-06, which were in turn adapted from the instructions for ACL-05 and EACL-03. All these were based on the formats of earlier ACL and EACL Conference proceedings. Those versions were written by several persons, including John Chen, Henry S. Thompson and Donald Walker.

Special instructions for IJCNLP 2008 are added by Jing-Shin Chang at the last few sections especially for non-English languages. If your accepted draft has already conform to the ACL 2007 style used early for blind review, you can go directly to Subsection 3.9, Page Numbering, and later sections for special instructions for the camera-ready copy.

2 Introduction

The following formatting instructions are directed to authors of papers accepted for publication in IJCNLP 2008 proceedings, including the main

conference and workshops. The conference website <http://www.ijcnlp2008.org/> may have additional submission information for them respectively. All authors are required to adhere to these specifications. Authors are required to provide a Portable Document Format (PDF) of their papers. The papers will be printed on **US Letter paper**. Authors from countries in which access to word processing systems is limited should contact the publications chair Jing-Shin Chang (jshin@csie.ncnu.edu.tw) as soon as possible.

3 General Instructions

Manuscripts must be in two-column format. Exceptions to the two-column format include the title, authors' names and complete addresses, which must be centered at the top of the first page, and any full-width figures or tables (see the guidelines in Subsection 3.5). **Type single-spaced.** Start all pages directly under the top margin. See the guidelines later regarding formatting the first page.

Unless otherwise specified, the maximum length of an oral paper is 8 pages for main conference papers and workshop papers, and 6 pages for poster papers, printed single-sided (see Section 4 for additional information on the maximum number of pages).

3.1 Electronically-available resources

This description ([ijcnlp08.pdf](#) or [ijcnlp08.doc](#)) was adapted from ACL 2007 style files, which were originally provided in L^AT_EX₂e ([acl07.tex](#)) along with the L^AT_EX₂e style file used to format it ([acl07.sty](#)) and an ACL bibliography style ([acl.bst](#));

and in PDF format (acl07.pdf). These files are all available at <http://ufal.mff.cuni.cz/acl2007/styles/>. There is also a Microsoft Word document template (acl07.dot) available at the same URL. We strongly recommend the use of these style files, which have been appropriately tailored for the ACL 2007 and used for IJCNLP 2008 proceedings.

The current version (ijcnlp08.pdf) includes some more special instructions for IJCNLP 2008 camera-ready copy, especially for handling non-English characters and terms. All the above files are also cached at the official IJCNLP-2008 website <http://www.ijcnlp2008.org/styles/>.

3.2 Format of Electronic Manuscript

For the production of the electronic manuscript you must use Adobe's Portable Document Format (PDF). This format can be generated from postscript files. On Unix systems, you can use `ps2pdf` for this purpose. Under Microsoft Windows, you can use Adobe's Distiller or GSview (File>Convert>pdfwrite); if you have `cygwin` installed, you can use `dvipdf` or `ps2pdf`. Note that some word processing programs generate PDF which may not include all the necessary fonts (esp. tree diagrams, symbols). 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 or embedding '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 postscript / PDF files, where each page is rendered as an image. Such images may reproduce poorly. In this case, try alternative ways to obtain the postscript and / or 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 **US Letter format** (21.6 cm × 27.9 cm) / (8.5 in × 11 in) and use the various margins defined in the following "Layout" section when formatting the paper. When working with `dvips`, for instance, one should specify `-t letter` to ensure that the paper is formatted in the intended paper size.

Print-outs of the PDF file on Letter paper should look like the present document, which conforms to

the formatting requirements. If you cannot meet the above requirements about the production of your camera-ready paper, please contact the publications chair as soon as possible.

3.3 Layout

Format manuscripts two columns to a page, in the manner these instructions are formatted. The exact dimensions for a page on Letter paper are:

- Left and right margins: 2.5 cm (1 in)
- Top margin: 2.5 cm (1 in)
- Bottom margin: 2.5 cm (1 in)
- Column width: 8.0 cm (3.15 in)
- Column height: 22.9 cm (9 in)
- Gap between columns: 0.5 cm (0.2 in)

3.4 Fonts

For uniformity, Adobe's **Times Roman** font should be used. In $\text{\LaTeX}2\epsilon$, this is accomplished by putting

```
\usepackage{times}
\usepackage{latexsym}
```

in the preamble. If Times Roman is unavailable, use **Computer Modern Roman** ($\text{\LaTeX}2\epsilon$'s default). Note that the latter is about 10% less dense than Adobe's Times Roman font.

3.5 The First Page

Center the title, authors' names and affiliations across both columns. Do not use footnotes for affiliations. Do not include the paper ID number assigned during the submission process. Use the two-column format only when you begin the abstract.

Title: Place the title centered at the top of the first page, in a 15-point bold font. Long titles should be typed on two lines without a blank line intervening. Approximately, put the title at 2.5 cm (1 in) from the top of the page, followed by a blank line, then the authors' names and affiliations on the following line. Do not use only initials for given names (middle initials are allowed). Avoid capitalizing last names. The affiliation should contain the author's complete address, and if possible an email address. Leave about 2 cm (0.75

in) between the affiliation and the body of the first page.

Abstract: Type the abstract at the beginning of the first column. The width of the abstract text should be smaller than the width of the columns for the text in the body of the paper by about 0.6 cm (0.25 in) 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.

Text: Begin typing the main body of the text immediately after the abstract, observing the two-column format as shown in the present document. Use 11 point font for text. **Indent** when starting a new paragraph.

3.6 Sections

Headings: Type and label section and subsection headings in the style shown on the present document. 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 sub-subsections. Use 11 point font for subsection headings and 12 point font for section headings.

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). Append lowercase letters to the year in cases of ambiguity. Treat double authors as in (Aho and Ullman, 1972), but write as in (Chandra et al., 1981) when more than two authors are involved. Collapse multiple citations as in (Gusfield, 1997; Aho and Ullman, 1972).

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* (Association for Computing Machinery, 1983).

The L^AT_EX₂e 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.**

Acknowledgement section should go as a last section immediately *before the references*. Do not number the acknowledgement section.

3.7 Footnotes

Footnotes: Put footnotes at the bottom of the page and use 9-point font. They may be numbered or referred to by asterisks or other symbols.¹ Footnotes should be separated from the main 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. Wide illustrations may run across both columns. Do not use color illustrations as they may reproduce poorly.

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.

3.9 Page Numbering

DO NOT add page numbers and any kind of running headers or running footers to your camera-ready copy since they will be generated during the production of the proceedings.

3.10 Non-English Characters

Always check printer output of **non-English characters** (such as **Chinese, Japanese, Korean characters**) carefully since they may not be printed correctly in other printing environments.

¹ This is how a footnote should appear.

² Note the line separating the footnotes from the text.

To ensure that non-English characters be printed correctly on other printers, two steps are usually taken: (1) embed 'ALL' fonts when creating the PDF file (2) print the formatted file using another computer that does not install the printer driver for your native character set and language.

This will also increase the portability of your PDF file for CD-ROM publication and Web-based publication, even though, for some unexpected reasons, the proceedings cannot print your non-English characters correctly.

3.11 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'. For example, 台灣大學 tai-wan-da-xue 'Taiwan University' is the full name for its abbreviation 台大 tai-da.

4 Length of Submission

Unless otherwise specified, the maximum length is 8 pages for oral papers of main conference and workshops, and 6 pages for poster papers. The page limit should be observed strictly. All illustrations, references, and appendices must be accommodated within these page limits, following the formatting instructions given in the present document.

5 Check List for Style

Here is a list of the most important stylistic features to be checked before you submit your final camera-ready copy.

1. Paper size: US Letter.
2. Number of columns: two (mostly).
3. Margins: as specified in this file.
4. Number of pages: 8 for oral and 6 for poster (unless specifically specified).
5. Page numbers and running headers: **DO NOT** supply.
6. Non-English characters: embed all fonts
7. Non-English terms: supply transliteration or translation or both as appropriate as possible.

8. Font sizes, types, styles and line spacing: as specified.
9. Tables, Figures, Equations, Images: make small details clearly visible and add captions.
10. References: sort in ascending order and do not miss required information.
11. Grammar: check common mistakes such as spelling, use of articles, determiners, singular/plural forms, agreement check.
12. Paper format: PDF.

References

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- American Psychological Association. 1983. *Publications Manual*. American Psychological Association, Washington, DC.
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- Dan Gusfield. 1997. *Algorithms on Strings, Trees and Sequences*. Cambridge University Press, Cambridge, UK