

# Report Writing in L<sup>A</sup>T<sub>E</sub>X

**Spoken Tutorial**

<http://spoken-tutorial.org>

**National Mission on Education through ICT**

<http://www.sakshat.ac.in>

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# Learning Objectives

## How to

- ▶ Use report and article class



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- ▶ Create sections



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- ▶ Automate the numbering of sections



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- ▶ Create Table of contents



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- ▶ Create sections
- ▶ Automate the numbering of sections
- ▶ Create Table of contents
- ▶ Create the title page



# System Requirements

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- ▶ Other Linux systems are also ok



# Prerequisites

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- ▶ Knowledge of the side-by-side method, to practise this tutorial



# Summary

**In this tutorial we learnt the following:**

- ▶ **Writing a document in  $\text{\LaTeX}$**
- ▶ **Automatically creating chapter and section titles**
- ▶ **Automatic numbering**
- ▶ **Table of contents and title page creation**
- ▶ **Creating Appendix**





# Assignments



# 1. A4 Paper and Letter Paper

- ▶ Repeat the tutorial with a4 size paper.
- ▶ In the US, letter paper is used instead of a4 paper.
- ▶ Use letterpaper (one word) in the place of a5paper and repeat.
- ▶ Do the results of any of the commands change because of these substitutions?

## 2. Font Size

- ▶ Find out how many different font sizes are available in  $\text{\LaTeX}$
- ▶ Use web search for this
- ▶ Try out a few font sizes



### 3. report.toc

- ▶ Delete the file report.toc
- ▶ Repeat the entire tutorial from scratch
- ▶ Find out after which command report.toc is created
- ▶ Find out when the contents of this file change
- ▶ How is this file useful for two pass compilation?



## 4. Location of Table of Contents

- ▶ Shift the table of contents command down to before the document ends
- ▶ Where does the Contents page come when compiled?
- ▶ What would happen if this command is placed in the middle of the document?
- ▶ Where would you want to place this command in your report?



# 5. Chapter

- ▶ Recall where we changed the class from article to report in this tutorial
- ▶ Suppose that we do not include the chapter command
- ▶ What happens to the section numbers
  - Explain
- ▶ If the command `\chapter` is included in the article class, what happens?



## 6. Appendix in a report

- ▶ Include the appendix command in a report class
- ▶ Include more chapters, before and after appendix
- ▶ How are the chapters that appear after the appendix command numbered?



## 7. Appendix in an article

- ▶ Include the appendix command in an article class
- ▶ Introduce some sections after the command appendix
- ▶ How are these sections numbered?





## 8. Geometry package

- ▶ Do a web search and find out different ways of using the geometry package
- ▶ What parameters will give different right and left hand side margins?



# 9. Classes

- ▶ Do a web search and find out how many different classes are available
- ▶ Download a few article and report style files and glance through them
- ▶ How many institutions in India have their own thesis templates?
- ▶ Write a report according to your institutions thesis template



# About the Spoken Tutorial Project



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- ▶ **Watch the video available at**  
[http://spoken-tutorial.org/What\\_is\\_a\\_Spoken\\_Tutorial](http://spoken-tutorial.org/What_is_a_Spoken_Tutorial)
- ▶ **It summarises the Spoken Tutorial project**



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- ▶ If you do not have good bandwidth, you can download and watch it



# Spoken Tutorial Workshops

## The Spoken Tutorial Project Team

- ▶ Conducts workshops using spoken tutorials
- ▶ Gives certificates to those who pass an online test

For more details, please write to  
**[contact@spoken-tutorial.org](mailto:contact@spoken-tutorial.org)**



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- ▶ With less clutter, we can use these discussions as instructional material



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# Acknowledgements

- ▶ **Spoken Tutorial is a part of the Talk to a Teacher project**
- ▶ **Supported by the National Mission on Education through ICT, MHRD, Government of India**
- ▶ **More information on this mission is available at <http://spoken-tutorial.org/NMEICT-Intro>**

# Thanks!

