

Instructions for PhilAI Proceedings

First Author	Second Author	Third Author
Affiliation / Address line 1	Affiliation / Address line 1	Affiliation / Address line 1
Affiliation / Address line 2	Affiliation / Address line 2	Affiliation / Address line 2
Affiliation / Address line 3	Affiliation / Address line 3	Affiliation / Address line 3
email@domain	email@domain	email@domain

Abstract

This document contains the instructions for preparing a camera-ready manuscript for the proceedings of PhilAI. 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 the Association for Computational Linguistics (ACL), including those for earlier ACL/NAACL proceedings by Steven Bethard, Ryan Cotterell and Rui Yan, those for ACL 2019 by Douwe Kiela and Ivan Vulić, NAACL 2019 by Stephanie Lukin and Alla Roskovskaya, ACL 2018 by Shay Cohen, Kevin Gimpel, and Wei Lu, NAACL 2018 by Margaret Mitchell and Stephanie Lukin, BibTeX suggestions for (NA)ACL 2017/2018 from Jason Eisner, ACL 2017 by Dan Gildea and Min-Yen Kan, NAACL 2017 by Margaret Mitchell, ACL 2012 by Maggie Li and Michael White, ACL 2010 by Jing-Shin Chang and Philipp Koehn, ACL 2008 by Johanna D. Moore, Simone Teufel, James Allan, and Sadaoki Furui, ACL 2005 by Hwee Tou Ng and Kemal Oflazer, ACL 2002 by Eugene Charniak and Dekang Lin, and earlier ACL and EACL formats 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 PhilAI or accepted for publication in its proceedings. All submissions must conform to the PhilAI style guides, as summarized and exemplified in this document. All authors are required to adhere to these specifications. Templates are available from the conference website (<https://descrypt-project.github.io/PhilAI/>) for L^AT_EX (recommended), or MS Word. If, for some reason, you have a problem producing this format, please contact the Program Chair as early as possible. The PhilAI Program Committee reserves the right not to publish papers not conforming to the standard format.

Submission and reviewing will be online, managed by the EasyChair system. The only accepted format for submitted papers is PDF. PhilAI does not allow submission of supplementary materials. All submissions must be uploaded to EasyChair by the submission deadlines; submissions received after that time will not be accepted. To minimize the risk of network congestion, we encourage authors to upload their submissions as early as possible. Improved versions of the submissions may be continuously uploaded until the final deadline.

On acceptance of a submission, precise instructions will be given on how to send the camera-ready version; following reviewers' feedback, such instructions may include specific requests for modification. Camera-ready versions not conforming to requests for revision made by the Program Committee will be considered as unsent, and hence will not be included in the proceedings or presented at the conference. By submitting the camera-ready version, all authors of the submission agree to publish their work electronically.

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 5.2). **Type single-spaced.** Start all pages directly under the top margin. See the guidelines later regarding formatting the first page (Subsection 5.3). The manuscript should be printed single-sided and its length should not exceed the maximum page limit described in Section 8. **Do not number the pages.**

3.1 Electronically-available resources

PhilAI provides this description in $\text{\LaTeX}$ 2e (philai.tex) and PDF format (philai.pdf), along with the $\text{\LaTeX}$ 2e style file used to format it (philai.sty) and a bibliography style (philai_natbib.bst) in case you want to use the Bib $\text{\TeX}$ reference management software. These files are all available at <https://descrypt-project.github.io/PhilAI/>. A Microsoft Word template file (philai.docx) is also available at the same URL. We strongly recommend the use of these style files, which have been appropriately tailored for the PhilAI proceedings. If you have an option, we recommend that you use the $\text{\LaTeX}$ 2e version. **If you will be using the Microsoft Word template, we suggest that you anonymize your source file so that the pdf produced does not retain your identity.** This can be done by removing any personal information from your source document properties.

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 directly from $\text{\LaTeX}$ 2e files or from postscript ones. On Linux/Unix-like systems, you can use pdf $\text{\LaTeX}$ to generate a PDF file from $\text{\LaTeX}$ 2e files, or ps2pdf to convert from postscript to PDF. In Microsoft Windows, you can use Adobe's Distiller, or 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 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. Please keep in mind that it is of utmost importance to use **A4 format**.

Printouts of the PDF file on A4 paper should be identical to the hardcopy version. If you cannot meet the above requirements about the production of your electronic submission, please contact the program chair above as soon as possible.

4 Preamble

The first line of the file must be

```
\documentclass[11pt]{article}
```

To load the style file in the review version, i.e. with anonymised authors:

```
\usepackage[review]{philai}
```

For the final (camera-ready) version, omit the review option:

```
\usepackage{philai}
```

Please see the $\text{\LaTeX}$ source of this document for comments on other packages that may be useful.

Set the title and author using `\title` and `\author`. Within the author list, format multiple authors using `\and` and `\And` and `\AND`; please see the $\text{\LaTeX}$ source for examples.

By default, the box containing the title and author names is set to the minimum of 5 cm. If you need more space, include the following in the preamble:

```
\setlength\titlebox{<dim>}
```

where `<dim>` is replaced with a length. Do not set this length smaller than 5 cm.

5 Document Body

5.1 Layout

Format manuscripts two columns to a page, 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
- Column width: 7.7 cm
- Column height: 24.7 cm
- Gap between columns: 0.6 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 program chair above as soon as possible.

5.2 Fonts

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

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

in the preamble. If Times Roman is unavailable, use **Computer Modern Roman** ($\text{\LaTeX}2\text{e}$ ’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.

5.3 The First Page

Center the title, author’s name(s) and affiliation(s) 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. (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 “Schlangen” not “SCHLANGEN”). Do not format title and section headings in all capitals as well except for proper names or acronyms that are conventionally in all capitals. The affiliation should contain the author’s complete address, and if possible, an electronic mail address. Leave about 2 cm between the affiliation and the body of the first 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. Please note that the author’s name(s) and affiliation should appear in accepted manuscripts only. In the draft version of the paper submitted for review, please leave the author’s name(s) and affiliation(s) empty, as is. See section 4 for settings regarding anonymisation.

Please see the $\text{\LaTeX}$ source of this document (philai.tex) for examples of author lists of varying lengths (see comments from line 41 onwards).

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 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, observing the two-column format 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.

5.4 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 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). 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). Also refrain from using full citations as sentence constituents. We suggest that instead of

“(Moore, 1965) showed that...”

you use

“Moore (1965) showed that...”

Table 2 shows the syntax supported by the style files.

As reviewing will be double-blind, the submitted version of the papers should not include the authors' names and affiliations. Furthermore, self-references that reveal the author's identity, e.g.,

“We previously showed (Gusfield, 1997)...”

should be avoided. Instead, use citations such as

“Gusfield (1997) previously showed...”

Please do not use anonymous citations and do not include acknowledgements when submitting your paper. Papers that do not conform to these requirements may be rejected without review.

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*

command	Output
<code>\citep</code>	(Gusfield, 1997)
<code>\citealp</code>	Gusfield, 1997
<code>\citett</code>	Gusfield (1997)
<code>\citeyearpar</code>	(1997)
<code>\citeposs</code>	Gusfield's (1997)

Table 2: Citation commands supported by the style file. The style is based on the natbib package and supports all natbib citation commands. It also supports commands defined in previous ACL style files for compatibility.

Linguistics or the one in the *Publication Manual of the American Psychological Association* (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 at www.journalseek.net.

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.

If your own bib file is named `philai.bib`, then placing the following before any appendices in your L^AT_EX file will generate the references section for you:

```
\bibliography{philai}
```

Please see Section 6 for information on preparing BibT_EX files.

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.**

Use `\appendix` before any appendix section to switch the section numbering over to letters. See Appendix A for an example.

Acknowledgement

The acknowledgement section should appear in accepted manuscripts only. It should go as a last section immediately before the references. Do not number the acknowledgement section.

5.5 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

¹This is how a footnote should appear.

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>	ő
<code>{\'u}</code>	ú	<code>{\v r}</code>	ř
<code>{\aa}</code>	å	<code>{\ss}</code>	ß

Table 3: Example commands for accented characters, to be used in, *e.g.*, BibT_EX entries.

be separated from the text by a line.²

5.6 Tables and figures

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. Color illustrations are allowed, provided you have verified that they will be understandable when printed in black ink. See Figure 1 for an example of a figure and its caption, and Figure 2 for a figure that runs across both columns.

See Table 3 for an example of a table and its caption. **Do not override the default caption sizes.**

As much as possible, fonts in figures should conform to the document fonts. See Figure 1 for an example of a figure and its caption.

Using the `graphicx` package graphics files can be included within figure environment at an appropriate point within the text. The `graphicx` package supports various optional arguments to control the appearance of the figure. You must include it explicitly in the L^AT_EX preamble (after the `\documentclass` declaration and before `\begin{document}`) using `\usepackage{graphicx}`.

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.

5.7 Hyperlinks

Users of older versions of L^AT_EX may encounter the following error during compilation:

```
\pdfendlink ended up in different nest-
ing level than \pdfstartlink.
```

²Note the line separating the footnotes from the text.



Figure 1: A figure with a caption that runs for more than one line. Example image is usually available through the `mwe` package without even mentioning it in the preamble.

This happens when pdfL^AT_EX is used and a citation splits across a page boundary. The best way to fix this is to upgrade L^AT_EX to 2018-12-01 or later.

5.8 Equations

An example equation is shown below:

$$A = \pi r^2 \quad (1)$$

Labels for equation numbers, sections, subsections, figures and tables are all defined with the `\label{label}` command and cross references to them are made with the `\ref{label}` command.

This an example cross-reference to Equation 1.

6 BibT_EX Files

Unicode cannot be used in BibT_EX entries, and some ways of typing special characters can disrupt BibT_EX’s alphabetization. The recommended way of typing special characters is shown in Table 3.

Please ensure that BibT_EX records contain DOIs or URLs when possible, and for all the ACL materials that you reference. Use the `doi` field for DOIs and the `url` field for URLs. If a BibT_EX entry has a URL or DOI field, the paper title in the references section will appear as a hyperlink to the paper, using the `hyperref` L^AT_EX package.

7 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”.

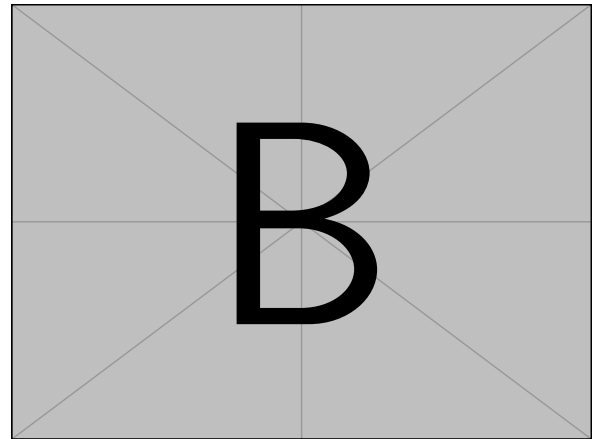
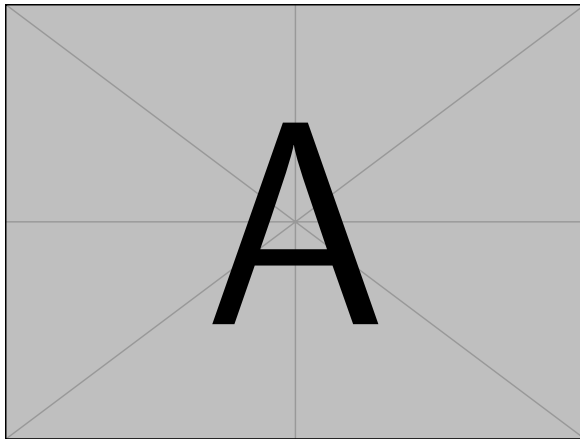


Figure 2: A minimal working example to demonstrate how to place two images side-by-side.

8 Length of Submission

Long papers may consist of up to ten (10) pages of content (excluding references) and short papers may consist of up to four (4) pages excluding references in the proceedings. Papers that do not conform to the specified length and formatting requirements are subject to be rejected without review.

Acknowledgments

Do not number the acknowledgment section. Do not include this section when submitting your paper for review.

References

- Alfred V. Aho and Jeffrey D. Ullman. 1972. *The Theory of Parsing, Translation and Compiling*. Prentice-Hall, Englewood Cliffs, NJ. Volume 1.
- American Psychological Association. 1983. *Publications Manual*. Washington, DC.
- Ashok K. Chandra, Dexter C. Kozen, and Larry J. Stockmeyer. 1981. Alternation. In *Journal of the Association for Computing Machinery*, volume 28, pages 114–133. ACM New York.
- Dan Gusfield. 1997. *Algorithms on Strings, Trees and Sequences*. Cambridge University Press, Cambridge, UK.
- Gordon E. Moore. 1965. Cramming more components onto integrated circuits. *Electronics*, 38(8):114–116.

A Sample Appendix

This text demonstrates an appendix.