

# Instructions for CLIB-2014 Proceedings

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## Abstract

This document contains the specifications for preparing a camera-ready manuscript for the proceedings of CLIB-2014. Authors should adhere to the directions described herein, both for papers submitted for review and for final versions of accepted papers.

Type the abstract between the email address(es) and the main body of the text. The width of the abstract text should be smaller than the main body of the paper by 2 cm on each side. Centre the word **Abstract** in a 12 pt bold font above the body of the abstract. The body of the abstract should be typed in a 11pt regular font. The abstract should be a concise summary of the general thesis and conclusions of the paper. It should be no longer than 250 words.

## 1. Introduction

This document has been compiled from several scientific article styles, including the guidelines for the COLING-2014 and ACL-2014 proceedings. Authors submitting a paper to CLIB-2014 should adhere to these instructions when preparing their papers, as should authors of accepted papers when submitting the final versions of their papers. The only acceptable format is the Portable Document Format (PDF).

The proceedings are designed for A4 paper format. Note that page numbers and proceedings footer are added by the organisers. **Please do not number the pages and do not place footers or headers.**

Any additional specifications will be made available on the Conference website: <http://dcl.bas.bg/clib>. Check this website regularly for updates.

This template uses the styles function of your word processor. In order to ensure that your paper is prepared in compliance with the guidelines, use the CLIB paragraph styles available in this template.

The language of this document is UK English. To choose another variant of English (US English), modify the language settings.

## 2. General Instructions

The electronic manuscript must be submitted in Adobe's Portable Document Format (PDF). On Windows, you can use Adobe Distiller to generate the PDF version of your paper. If you use LibreOffice, you can export the file as a PDF document from the "File" menu.

This document contains the general guidelines on the format of the CLIB-2014 submissions. Check also the CLIB-2014 style guidelines document, which is available on the Conference website.

Please make sure that your PDF file includes all the necessary fonts (particularly tree diagrams, symbols and fonts with special characters).

### 3. Layout

This section contains guidelines for the paper layout. Please make sure that your text editor visualises the layout defined in this document.

#### 3.1. General formatting

This template uses the A4 format (21 cm x 29.7 cm). 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
- Width: 16.0 cm
- Height: 24.7 cm

Manuscripts must be in single-column format.

#### 3.2. Fonts

The specified font in this template is FreeSerif for Linux. With Microsoft Word use Times New Roman.

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	
sub-captions	11 pt	
abstract text	11 pt	
bibliography	11 pt	
footnotes	9pt	

Table 1: Font guide

#### 3.3. The First Page

The title, author(s)' name(s), affiliation(s) and electronic mail address(es) must be centred across the top of the first page, as indicated on the title page of this document.

The title should be in a 15 pt bold font. (For a complete guide to font sizes and styles, see Table 1). Use title-case capitalisation. Long titles should be typed on two lines without a blank line intervening. Put the title at 2.5 cm from the top of the page, followed by a blank line, then the author(s)' name(s), and the affiliation(s) on the following line. Do not leave a blank line between the emails line and the word "Abstract". Do not include the paper ID number assigned during the submission process.

In case of multiple authors, if the affiliation of all or part of the authors is the same, you can collapse the respective Affiliation line(s). Use full given names (middle initials are allowed). Only the first letter of surnames should be capitalised. The affiliation should contain the author's home institution and an

electronic mail address. In case of same-domain emails of multiple authors, they can be collapsed as indicated {email1,email2,email3}@domain.com.

Make sure that the title, author(s)' name(s) and affiliation(s) are completely identical to those entered in the electronic paper submission website.

### 3.4. Sections and subsections

Sections and subsections should be numbered automatically using the respective heading styles.

#### 3.4.1. Headings

Type and label section and subsection headings using the styles indicated in the present document. Use numbered sections (Arabic numerals) in order to facilitate cross references. The general format is to number subsections with the section number and the subsection number separated by a dot, in Arabic numerals. Make sure to use the styles suggested in this document, as follows: use Heading 1 for sections, Heading 2 for subsection (second-level sections), Heading 3 for third-level sections, and so forth. Use sentence-case capitalisation for (sub)section headings.

#### 3.4.2. Text

Leave a blank line between the abstract and the main body of the paper. Do not indent the first paragraph of each section or subsection, but do indent all other new paragraphs. To format the paragraphs, use the "CLIB Text" style for the first paragraph of (sub)sections and the "CLIB Text Indent" – for all other paragraphs.

#### 3.4.3. Appendices

Appendices, if any, directly follow the text and the references to the exception of the cases when they themselves contain references (see below the section on **References and citing**). Letter them in sequence and provide an informative title: **Appendix A. Title of Appendix**.

### 3.5. Tables and graphics

Place figures, tables, and other graphic representations in the paper near where they are first discussed, rather than at the end, if possible. Figures, tables, and graphics should be centred.

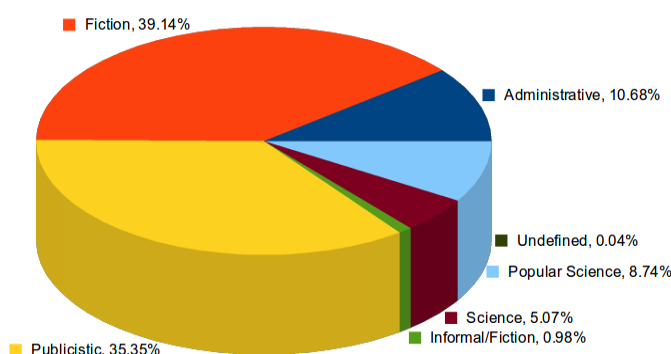


Figure 1: Caption Figure 1

Provide a caption for every illustration or table; these should be numbered automatically in sequence in the following format: "Figure 1: Caption of the Figure" "Table 1: Caption of the Table". Type the captions of the figures and tables below the body. Use the style "CLIB caption" to format the captions.

Narrow graphics together with the single-column format may lead to large empty spaces, see for example the wide margins on both sides of Figure 1. To save space, you can combine graphics and/or tables using either:

- sub-graphics with sub-captions, e.g. numbered (a), (b), (c), etc. if the graphics/tables are related; or
- to place images/tables with independent captions side by side.

Refer to the CLIB-2014 style guidelines document for examples.

### 3.6. Numbered and unnumbered lists

Both numbered and unnumbered lists can be used. Use the following styles: "CLIB Numbered List 1<sup>st</sup> Item" for numbered items and "CLIB List Bulleted 1<sup>st</sup> Line" for bulleted items.

1. First numbered item
2. Second numbered item

or

- First bulleted item
- Second bulleted item

You can combine both kinds of lists. Use **Format > Paragraph** to increase the indentation of the bullets, if necessary.

3. Third numbered item
  - First bulleted item
  - Second bulleted item

### 3.7. Footnotes

Put footnotes at the bottom of the page in a 9 pt regular font and number them in sequence<sup>1</sup>. Note that the footnote is separated from the text by a line.

## 4. References and citing

The following rules apply for citations:

- Citations within the text appear in parentheses as in (Fellbaum, 1998). Append lowercase letters ('a', 'b', ...) to the year in cases you cite more than one work published in the same year by the same author.
- Treat double authors as in (Koeva and Genov, 2011).
- Write (Koeva et al., 2012) when more than two authors are involved.
- Collapse multiple citations as in (Fellbaum, 1998; Burnard, 2005).
- For direct quotations, include a page number, separated from the year by a colon followed by a space, as indicated (Fellbaum, 1998: 35).
- Use a dash to cite page ranges, as in (Fellbaum, 1998: 35–37).
- If the cited author's name appears in the text itself, then put only the year (and possibly page number) in parentheses, as in "Fellbaum (1998: 33–50) argues that..."

References should be compliant with the Harvard-style referencing format. Both full first names of authors and initials are acceptable.

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<sup>1</sup> Footnote goes here.

Please make sure that you use title-case capitalisation for the titles included in the bibliography items.

List all references together in a separate unnumbered section under the heading **References** (format the heading using the style "CLIB References Heading"); place the section before any **Appendices**, unless they contain references. Arrange the references alphabetically by author's family name, followed by the year of publication. Provide as complete citations as possible.

Please refer to the **References** section below for examples on how to describe references of: manuals (Christ, 1994), technical reports (Briscoe, 2006), electronic sources (EAGLES, 1996), works in collections (Clear, 1992), etc.

## 5. Anonymous submission for blind review

As reviewing will be double-blind, the submitted version of the papers to be reviewed should not include the author(s)' name(s) and affiliation(s). Make sure to anonymise 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. Self-references that reveal the author's identity should be avoided. In such cases, instead of "In our previous work we showed..." use general citations such as: "Koeva and Genov (2011) previously showed ...".

In addition, **do not include** any of the following when submitting your paper for review: acknowledgements, project names, grant numbers, and names or URLs of resources or tools that reveal author(s)' identity.

Papers that do not conform to the anonymity requirements may be rejected without review. Acknowledgements can be included in the final version of the paper for the proceedings.

## 6. Multilingual support and translation of non-English terms and examples

Authors are advised to supplement non-English terms, phrases or larger text fragments with appropriate transliterations and/or translations. It is highly recommended that words in non-Latin alphabets are transliterated instead of given in their original form.

Inline transliterations and/or translations should be formatted in the following order: (1) original form; (2) *transliteration* – in italic; and (3) "translation" – in double quotes, as in:

камък (*kamak*, "stone, rock")

For the transliteration of Bulgarian alphabetic characters use the standard approved by the Government of the Republic of Bulgaria<sup>2</sup>. For other variants of the Cyrillic alphabet use an internationally accepted standard and provide references and link to it in the **References** section.

## 7. Length of Submission

The maximum submission length is 8 pages (A4), plus up to two extra pages for references. Final versions should take into account reviewers' comments.

Papers that do not conform to the specified length and formatting requirements may be rejected without review. If you cannot meet the above requirements for the production of your electronic submission, please contact the Organising Committee as soon as possible. Contact details can be found on the Conference website.

## Acknowledgements

If you would like to include any acknowledgements, they should go in a separate **unnumbered** section immediately before the references. **Please do not include this section when submitting your paper for review in order to preserve anonymity.**

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<sup>2</sup><http://www.mrrb.government.bg/?controller=articles&id=403>

## References

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