

Instructions for NLP4CALL Workshop Proceedings

Anonymous NLP4CALL submission

Abstract

This document contains the instructions for preparing a camera-ready manuscript for the proceedings of NLP4CALL. 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 *ACL conferences using L^AT_EX, and instructions for the earlier NoDaLiDa proceedings by Lilja Øvrelid (NoDaLiDa 2021), Barbara Plank and Mareike Hartmann (NoDaLiDa 2019), as well as those by Beáta Megyesi (NoDaLiDa 2017 and 2015), which are based on (E)ACL-proceedings, including those for earlier ACL, NAACL and EACL proceedings, including those for EACL 2021 by Steven Bethard, Ryan Cotterrell and Rui Yan, ACL 2018 by Shay Cohen, Kevin Gimpel, and Wei Lu, NAACL 2018 by Margaret Mitchell and Stephanie Lukin, 2017/2018 (NA)ACL bib-tex suggestions 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, those from ACL 2010 by Jing-Shing Chang and Philipp Koehn, those for ACL 2008 by JohannaD. Moore, Simone Teufel, James Allan, and Sadaoki Furui, those for ACL 2005 by Hwee Tou Ng and Kemal Oflazer, those for ACL 2002 by Eugene Charniak and Dekang Lin, and earlier EACL formats, such as those for EACL-2014 by Gosse Bouma and Yannick Parmentier, those for ACL-2013 by Roberto Navigli and Jing-Shing Chang, those for ACL-2012 by Maggie Li and Michael White, those for ACL-2010 by Jing-Shing Chang and Philipp Koehn, those for ACL-2008 by Joakim Nivre and Noah Smith, those for

EACL-2006 by Eneko Agirre and Sergi Balari, those for ACL-2005 by Hwee Tou Ng and Kemal Oflazer, those for ACL-2002 by Eugene Charniak and Dekang Lin, and earlier ACL and EACL formats. Those versions were 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*.

2 Introduction

The following instructions are directed to authors of papers submitted to NLP4CALL or accepted for publication in its proceedings. All submissions must conform to the NLP4CALL style guides, as summarized and exemplified in this document. All authors are required to adhere to these specifications. Templates are available from the conference web site for L^AT_EX (recommended), or MS Word. The NLP4CALL Program Committee reserves the right not to publish papers not conforming to the standard format.

Submission and reviewing will be on-line, managed by the EasyChair system. The only accepted format for submitted papers is PDF. NLP4CALL 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 Programme Committee will be considered as unsubmitted.

081 and hence will not be included in the proceedings
082 or presented at the conference.

083 3 General Instructions

084 Manuscripts must be in two-column format. Ex-
085 ceptions to the two-column format include the title,
086 authors' names and complete addresses, which
087 must be centered at the top of the first page, and
088 any full-width figures or tables (see the guide-
089 lines in Subsection 3.4). **Type single-spaced.**
090 Start all pages directly under the top margin. See
091 the guidelines later regarding formatting the first
092 page (Subsection 3.5). The manuscript should be
093 printed single-sided and its length should not ex-
094 ceed the maximum page limit described in Sec-
095 tion 5. **Do not number the pages.** Pages are
096 numbered for initial submission. However, **do not**
097 **number the pages in the camera-ready version.**

098 By uncommenting `\aclfinalcopy` at the top of
099 this document, it will compile to produce an exam-
100 ple of the camera-ready formatting; by leaving it
101 commented out, the document will be anonymized
102 for initial submission. When you first create
103 your submission on softconf, please fill in your
104 submitted paper ID where `***` appears in the
105 `\def\aclpaperid{***}` definition at the top.

106 The review process is double-blind, so do not
107 include any author information (names, addresses)
108 when submitting a paper for review.

109 The author list for submissions should include
110 all (and only) individuals who made substantial
111 contributions to the work presented.

112 3.1 Electronically-available resources

113 NLP4CALL workshop organizers provide this
114 description in L^AT_EX2e (`nlp4calltemplate.tex`)
115 and PDF format (`nlp4call.pdf`), along
116 with the L^AT_EX2e style file used to format it
117 (`nlp4call.sty`) and an ACL bibliography style
118 (`aclnatbib.bst`) in case you want to use the
119 Bib_TE_X reference management software. We
120 strongly recommend the use of these style files,
121 which have been appropriately tailored for the
122 NLP4CALL proceedings. If you have an op-
123 tion, we recommend that you use the L^AT_EX2e
124 version. **If you will be using the Microsoft**
125 **Word template, we suggest that you anonymize**
126 **your source file so that the pdf produced does**
127 **not retain your identity.** This can be done by
128 removing any personal information from your
129 source document properties.

3.2 Format of Electronic Manuscript

130 For the production of the electronic manuscript
131 you must use Adobe's Portable Document For-
132 mat (PDF). This format can be generated directly
133 from L^AT_EX2e files or from postscript ones. On
134 Linux/Unix-like systems, you can use `pdflatex`
135 to generate a PDF file from L^AT_EX2e files, or
136 `ps2pdf` to convert from postscript to PDF. In Mi-
137 crosoft Windows, you can use Adobe's Distiller,
138 or if you have `cygwin` installed, you can use
139 `dvipdf` or `ps2pdf`. Note that some word pro-
140 cessing programs generate PDF which may not in-
141 clude all the necessary fonts (esp. tree diagrams,
142 symbols). When you print or create the PDF file,
143 there is usually an option in your printer setup to
144 include none, all or just non-standard fonts. Please
145 make sure that you select the option of including
146 ALL the fonts. *Before sending it, test your PDF by*
147 *printing it from a computer different from the one*
148 *where it was created.* Moreover, some word pro-
149 cessors may generate very large postscript/PDF
150 files, where each page is rendered as an image.
151 Such images may reproduce poorly. In this case,
152 try alternative ways to obtain the postscript and/or
153 PDF. One way on some systems is to install a
154 driver for a postscript printer, send your document
155 to the printer specifying "Output to a file", then
156 convert the file to PDF. Please keep in mind that it
157 is of utmost importance to use **A4 format.**

158 Print-outs of the PDF file on A4 paper should
159 be identical to the hardcopy version. If you cannot
160 meet the above requirements about the production
161 of your electronic submission, please contact the
162 program chair above as soon as possible.
163

3.3 Layout

164 Format manuscripts two columns to a page, in the
165 manner these instructions are formatted. The exact
166 dimensions for a page on A4 paper are:

- 167 • Left and right margins: 2.5 cm 168
- 169 • Top margin: 2.5 cm 169
- 170 • Bottom margin: 2.5 cm 170
- 171 • Column width: 7.7 cm 171
- 172 • Column height: 24.7 cm 172
- 173 • Gap between columns: 0.6 cm 173

174 Papers should not be submitted on any other paper
175 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.

3.4 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.

3.5 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 (such as “BLEU”)

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.

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.

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 subsections.

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

“(Gusfield, 1997) showed that ...”

you use

“Gusfield (1997) showed that ...”

258	If you are using the provided L ^A T _E X and BibT _E X	305
259	style files, you can use the command <code>\newcite</code>	
260	to get “author (year)” citations.	
261	As reviewing will be double-blind, the submitted	
262	version of the papers should not include the	
263	authors’ names and affiliations. Furthermore, self-	
264	references that reveal the author’s identity, e.g.,	
265	“ We previously showed (Gusfield ,	
266	1997) ...”	
267	should be avoided. Instead, use citations such as	
268	“ Gusfield (1997) previously showed ... ”	
269	Please do not use anonymous citations and do	
270	not include acknowledgements when submitting	
271	your paper. Papers that do not conform to these	
272	requirements may be rejected without review.	
273	References: Gather the full set of references to-	
274	gether under the heading References ; place the	
275	section before any Appendices, unless they con-	
276	tain references. Arrange the references alphabet-	
277	ically by first author, rather than by order of oc-	
278	currence in the text. Provide as complete a cita-	
279	tion as possible, using a consistent format, such	
280	as the one for <i>Computational Linguistics</i> or the	
281	one in the <i>Publication Manual of the American</i>	
282	<i>Psychological Association</i> (American Psycholog-	
283	ical Association, 1983). Use of full names for au-	
284	thors rather than initials is preferred. A list of ab-	
285	breviations for common computer science journals	
286	can be found in the <i>ACM Computing Reviews</i> (for	
287	Computing Machinery, 1983).	
288	The L ^A T _E X and BibT _E X style files provided	
289	roughly fit the American Psychological Associa-	
290	tion format, allowing regular citations, short cita-	
291	tions and multiple citations as described above.	
292	Appendices: Appendices, if any, directly fol-	
293	low the text and the references (but see above).	
294	Letter them in sequence and provide an informa-	
295	tive title: Appendix A. Title of Appendix.	
296	Acknowledgement section should appear in ac-	
297	cepted manuscripts only. It should go as a last	
298	section immediately before the references. Do not	
299	number the acknowledgement section.	
300	3.7 Footnotes	
301	Footnotes: Put footnotes at the bottom of the page	
302	and use 9 points text. They may be numbered or	
303	referred to by asterisks or other symbols. ¹ Foot-	
304	notes should be separated from the text by a line. ²	
	¹ This is how a footnote should appear.	
	² Note the line separating the footnotes from the text.	
	3.8 Graphics	305
	Illustrations: Place figures, tables, and pho-	306
	tographs in the paper near where they are first dis-	307
	cussed, rather than at the end, if possible. Wide	308
	illustrations may run across both columns. Color	309
	illustrations are allowed, provided you have veri-	310
	fied that they will be understandable when printed	311
	in black ink.	312
	Captions: Provide a caption for every illustra-	313
	tion; number each one sequentially in the form:	314
	“Figure 1. Caption of the Figure.” “Table 1. Cap-	315
	tion of the Table.” Type the captions of the figures	316
	and tables below the body, using 11 point text.	317
	4 Translation of non-English Terms	318
	It is also advised to supplement non-English char-	319
	acters and terms with appropriate transliterations	320
	and/or translations since not all readers understand	321
	all such characters and terms. Inline transliteration	322
	or translation can be represented in the order of:	323
	original-form transliteration “translation”.	324
	5 Length of Submission	325
	Long papers may consist of up to 8 pages of con-	326
	tent (excluding references) and short papers may	327
	consist of up to four (4) pages plus 2 pages for	328
	references in the proceedings. Papers that do not	329
	conform to the specified length and formatting re-	330
	quirements are subject to be rejected without re-	331
	view.	332
	Acknowledgments	333
	Do not number the acknowledgment section. Do	334
	not include this section when submitting your pa-	335
	per for review.	336
	Preparing References:	337
	Include your own bib file like this:	338
	<code>\bibliographystyle{acl_natbib}</code>	339
	<code>\bibliography{nlp4call}</code>	340
	where <code>nlp4call</code> corresponds to a <code>nlp4call.bib</code>	341
	file.	342
	References	343
	Alfred V. Aho and Jeffrey D. Ullman. 1972. <i>The</i>	344
	<i>Theory of Parsing, Translation and Compiling</i> , vol-	345
	ume 1. Prentice-Hall, Englewood Cliffs, NJ.	346
	American Psychological Association. 1983. <i>Publica-</i>	347
	<i>tions Manual</i> . American Psychological Association,	348
	Washington, DC.	349

350 Ashok K. Chandra, Dexter C. Kozen, and Larry J.
351 Stockmeyer. 1981. Alternation. *Journal of the As-*
352 *sociation for Computing Machinery*, 28(1):114–133.

353 Association for Computing Machinery. 1983. Untitled.
354 *Computing Reviews*, 24(11):503–512.

355 Dan Gusfield. 1997. *Algorithms on Strings, Trees*
356 *and Sequences*. Cambridge University Press, Cam-
357 bridge, UK.