

# Tex File Style Tips

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## Manuscript style

1. No space before a paragraph. Use two blank lines to separate paragraphs and no space in blank line.
2. Make line width below 80.
3. Do not start a sentence with symbol.
4. No comma and long words in inline math mode.
5. Put a space before every left parenthesis.
6. Explain each symbols after equations/formulas starting with “where” so that readers fully understand them. Explanations for one equation/formula should put in one single sentence. Never end a sentence with undefined symbol. No blank line so that no new paragraph is started before or after math mode (Don’t put formula alone as a paragraph).
7. Put captions for tables on top while captions for figures on bottom.
8. Use “Table”, “Figure”, “Equation” when cite them. Make first letter be capital and do not use abbreviation.
9. Use past tense to describe the data generation in simulation studies.
10. Figures/tables and other floaters are always positioned with “tbp”. Never use “h” in floating table/figure.
11. For plot files in tex, name the files informatively.
12. Label equations, tables and figures which will be referenced and label them use informative name. Don’t label those which won’t be referenced.
13. Label and cite each section if needed. Never use the number to represent a section, like “Section two is about ...”
14. No space in object or identifier (file/project/variable/label) names.
15. Don’t repeat title words in keywords.
16. Use “citep” when cite paper with parentheses.
17. In math mode, use different sized parentheses for better view.
18. Equations in display math mode need punctuations. (Comma and period.)
19. Define the distribution instead of distribution name only. Like  $G(a, b)$ , don’t only define that  $G$  is shorthand of Gamma.
20. In math formulas, don’t use “ $\times$ ” for multiplying unless in a new line.
21. Put enough space in math formulas for better view in source.
22. No inline “frac”.
23. Use a consistent labeling system, like sec, fig, tab, eq, alg, etc.
24. Do not define unnecessary symbol. Use reasonable and simple symbol, eg, don’t use  $a_1$  if you don’t have an  $a_2$ , just  $a$  is enough.

25. Use “\dd” for differentiation operator. Define new command: `\newcommand{\dd}{\mathrm{d}}`.
26. Cite paper instead of book for appropriate credit.
27. Close the sentence with a period, even in an equation.
28. Never start a sentence with “And”.
29. Avoid a number starting a new line. Use tilde in tex source file to connect text and number.
30. Cite equations through “eqref” not “ref”.
31. Never use abbreviation, like “don’t”.
32. Delete extra empty rows.
33. Don’t use bullet points in a paper. Put them in a nice paragraph.
34. No brackets in citing sections/tables/figures.
35. Don’t break lines in inline math mode.
36. Use vector form if possible instead of summation.
37. When cite a formula/equation, don’t use word “Formula” or “Equation”, just directly cite it using “eqref”.
38. Use a different font for code.
39. Learn how to use “and” when listing. Don’t use “ $a, b$ ”, use “ $a$  and  $b$ ” (no comma in inline math mode).
40. Use uppercase letter for random variable.
41. Always spell check.
42. When revise the paper, answer how the comments are addressed, in blue. When the comments are solved, just delete that comments.

## Figure style

1. Use pdf or eps for figure file. Don’t use png file since it’s not vector graphics and will lose resolution when resize.
2. For plots with different lines, use different line pattern to distinguish them, not only color, so that readers can tell the difference when print them out. Same for different dots on plots.
3. Don’t use red and green for different in plots in order to be color blind friendly.
4. Keep figure aspect ratio correct if the figure has realistic meaning. Like a basketball half court should be 50/47.
5. Remove extra margin in plot.
6. When change plot size in latex, keep the ratio fixed.

## Table style

1. Do not change font size for tables. Change table layout to fit instead of resizing it. Try to avoid sideways table.
2. Use booktabs effectively. Don’t use “hline” in table. Use “toprule”, “midrule”, “bottomrule”.

3. When display estimating results, put variable names in a table, instead of their coefficients.
4. Protect negative sign in the table.
5. right adjust the numbers in tables.

## **Manuscript content style**

1. In general, open the abstract with a background of the research problem.
2. One sentence about the findings from the real data analysis in abstract.
3. When introduce the model or method you use, directly start from the data and then introduce the model, method. Don't write like a review paper.
4. When discussing results, set up a few bullet points on what you see in the results. Then say them in a nice flow.
5. Show simulation settings in detail and clearly so that readers can reproduce your results. Always justify your simulation settings.

## **bibtex file style**

1. Delete repeated entry.
2. Capitalize first letter of every words in title, except articles, prepositions, or coordinating conjunctions like "a", "in", "and".
3. Always check the bibtex information downloaded from website. There might be wrong or incomplete information.
4. Use informative label for each entry: "Lastname + First word in title + year".
5. For books, use title style.