

# Essential $\text{\LaTeX}$ Templates for Report Writing

*A Seminar Report*

*Submitted in partial fulfillment of the requirements  
for the degree of*

*Doctor of Philosophy*

*by*

**My name**  
(Roll No. ....)

Supervisor:

**Supervisor name**



Department of Chemical Engineering  
Indian Institute of Technology Bombay  
Mumbai 400076 (India)

24 April 2016



*Dedicated to ...*



# Acceptance Certificate

**Department of Chemical Engineering**  
**Indian Institute of Technology, Bombay**

The seminar report entitled “Essential L<sup>A</sup>T<sub>E</sub>X Templates for Report Writing” submitted by  
My name (Roll No. ....) may be accepted for being evaluated.

Date: 24 April 2016

---

Supervisor name



# Declaration

I declare that this written submission represents my ideas in my own words and where others' ideas or words have been included, I have adequately cited and referenced the original sources. I declare that I have properly and accurately acknowledged all sources used in the production of this report. I also declare that I have adhered to all principles of academic honesty and integrity and have not misrepresented or fabricated or falsified any idea/data/fact/source in my submission. I understand that any violation of the above will be a cause for disciplinary action by the Institute and can also evoke penal action from the sources which have thus not been properly cited or from whom proper permission has not been taken when needed.

Date: 24 April 2016

---

My name  
(Roll No. ....)





# Abstract

This document contains essential templates required to write technical reports using  $\text{\LaTeX}$ . Particularly it shows how to create an equation, figure, table, symbols list, and bibliographic citation in a  $\text{\LaTeX}$  document.



# Table of Contents

<b>Abstract</b>	<b>ix</b>
<b>List of Figures</b>	<b>xiii</b>
<b>List of Tables</b>	<b>xv</b>
<b>List of Symbols</b>	<b>xvii</b>
<b>1 Introduction</b>	<b>1</b>
1.1 First section of this chapter . . . . .	2
1.1.1 Equations and Math symbols . . . . .	2
1.1.2 Commonly used Symbols . . . . .	2
1.2 How to write nomenclature . . . . .	2
1.2.1 General guidelines: . . . . .	2
1.2.2 Grouped nomenclature . . . . .	3
1.2.3 Some examples . . . . .	3
<b>2 Literature Survey</b>	<b>5</b>
<b>3 Materials and Methods</b>	<b>7</b>
3.1 Including Figures . . . . .	7
<b>4 Results and Discussions</b>	<b>9</b>
4.1 Including Tables . . . . .	9
<b>A Supporting Material</b>	<b>11</b>
<b>References</b>	<b>13</b>
<b>List of Publications</b>	<b>15</b>
<b>Acknowledgements</b>	<b>17</b>



# List of Figures

3.1	Process flow sheet . . . . .	7
-----	------------------------------	---



# List of Tables

4.1	Physical properties of the materials used. . . . .	9
-----	--	---





# List of Symbols

## Roman Symbols

$R$	Radius of circle . . . . .	4
$r$	Intrinsic length . . . . .	4

## Greek Symbols

$\alpha_a$	Angular acceleration . . . . .	4
$\eta$	Viscosity . . . . .	4

## Superscripts

$g$	Gas phase . . . . .	4
$v$	Vapor phase . . . . .	4

## Subscripts

$i$	Indices . . . . .	4
$x$	Variable in x-direction . . . . .	4

## Acronyms

AOR	Angle of repose . . . . .	4
FFA	Free fatty acid . . . . .	4

## Other Symbols

foo	foo . . . . .	4
-----	---------------	---



# Chapter 1

## Introduction

This document contains commonly used essential templates to write a  $\LaTeX$  document. This document is to be used along with the files and folders provided. Writing a  $\LaTeX$  document is very simple. Often students need only very simple constructs. This document shows certain essential features that almost all technical report writing requires. Please consult the PDF file for the output of the document, and then look at the corresponding  $\LaTeX$  file to reproduce it. The document illustrates the following constructs

- Unnumbered and numbered Lists
- Equations
- Defining short macros for frequently used symbols
- Bibliography
- Figures
- Tables

The normal procedure for compiling a  $\LaTeX$  document that contains bibliographic entries is to follow the following steps

1. `pdflatex mainrep`
2. `bibtex mainrep`
3. `pdflatex mainrep`
4. `pdflatex mainrep`

In the above example `mainrep` is the main  $\LaTeX$  file.

## 1.1 First section of this chapter

This is the first chapter, which resides in a directory (folder) `intro`. Each chapter can contain `section`, `subsection` and so on.

### 1.1.1 Equations and Math symbols

Equations should be set in a separate mode. For details on getting various types of aligned equations, consult the  $\mathcal{A}\mathcal{M}\mathcal{S}$ - $\mathcal{L}\mathcal{A}\mathcal{T}\mathcal{E}\mathcal{X}$  documentation `amslldoc.pdf`. Simple equations are set as

$$\int dx \cos x = \sin x \quad (1.1)$$

Equation (1.1) is the integral of the cosine function. Mathematical symbols must always be put inside `$$`, when they appear outside a math environment (such as `equation`, `align`, `gather`, etc). The symbol “ex” must be written as  $x$  and not as `x`.

Another commonly used construct for equations is the `align` environment to align several equations along a vertical line. It is usually the `=` sign across which the alignment is done. The point of alignment for each equation is specified using the ampersand symbol

$$a = b \quad (1.2)$$

$$a + e + f + g = m + n + z \quad (1.3)$$

$$x + 2 = x^3 + 3x^2 + 2x + 5 \quad (1.4)$$

### 1.1.2 Commonly used Symbols

For mathematical symbols it is very convenient to define frequently used symbols as a short macro. For example if you are to be using the symbol  $\eta_s$  frequently it is convenient to define it in as:

```
\newcommand{\etas}{\ensuremath{\eta_{\mathrm{s}}}}
```

in the preamble and to simply refer it to in the text as  $\eta_s$  or in a mathematical equation as  $\eta_s = \eta(1 + \phi)$ .

## 1.2 How to write nomenclature

### 1.2.1 General guidelines:

1. Use `\nomenclature[prefix]{symbol}{description}` for symbols, the best place for this command is immediately after you introduce the symbol for the first time

2. Shorten the long command:

```
\newcommand{\nm}[2]{\nomenclature{#1}{#2}}
```

3. Create compiler for nomenclature with the given code:

```
makeindex %.nlo -s nomenc1ist -o %.nls -t %.nlg
```

For TeXstudio: go to options > build > user command > write- ‘user1: Nomenclature’ and paste the above code

For compiling the nomenclature: go to tools > user > Nomenclature

### 1.2.2 Grouped nomenclature

1. For acronyms, use:

```
\nmA[sorting letter]{symbol}{descripton}
```

2. For roman symbols, use:

```
\nmR[sorting letter]{symbol}{descripton}
```

3. For greek symbols, use:

```
\nmG[sorting letter]{symbol}{descripton}
```

4. For superscripts, use:

```
\nmS[sorting letter]{symbol}{descripton}
```

5. For subscripts, use:

```
\nms[sorting letter]{symbol}{descripton}
```

6. For any other symbol, use:

```
\nmX[sorting letter]{symbol}{descripton}
```

Name of other symbols can be changed with \OtherSym{Name of symbols}

### 1.2.3 Some examples

1. \nmA[FF]{FFA}{Free fatty acid}

2. \nmA[AO]{AOR}{Angle of repose}

3. \nmR[Ra]{\$R\$}{Radius of circle}

4. \nmR[ra]{\$r\$}{Intrinsic length}

5. \nmR[Gr]{\$G\_{\mathrm{r}}\$}{Gravity}

6. \nmG[al]{\$\alpha\_{\mathrm{a}}\$}{Angular acceleration}

- 7. `\nmG[et]{$\eta$}{Viscosity}`
- 8. `\nmG[be]{$\beta$}{Shape factor}`
- 9. `\nmS[v]{$v$}{Vapor phase}`
- 10. `\nmS[g]{$g$}{Gas phase}`
- 11. `\nms[i]{$i$}{Indices}`
- 12. `\nms[x]{$x$}{Variable in x-direction}`
- 13. `\nmX[f]{foo}{foo}`

# Chapter 2

## Literature Survey

The bibliographic entries are to be kept in a file named `<something>.bib`. In this sample report we call it as `mylit.bib`. This file must be included without the `.bib` extension in the main file as: `\bibliography{mylit}`. Open the file `mylit.bib` to see the format in which the entries are written. This is written in the Bib<sub>T</sub><sub>E</sub>Xformat. Most of the bibliographic web pages (Scopus, ISI Web) and software (EndNote, etc) allow you to export bibliographic entries in the Bib<sub>T</sub><sub>E</sub>Xformat.

Citations are referred in the text using `\citet` command which produces citations as though they are part of the text. In order to say somebody did this work as a part of a line use: `\citet{Batzri1973}` have done extensive work on .... This will produce Batzri and Korn (1973) have done extensive work on .... Alternately citations can appear in parenthesis. The command `\citep{Batzri1973}` is used to automatically put the citations in parenthesis. As an example consider the extensive work done in the area of book writing (Sackmann, 1995; Boal, 2012).

Conferences (Richman and Martin, 1992) or collection of work (Sackmann, 1995) also have special entries.

It is also possible to cite thesis like this: Jariwala (2000); Luding (1994) or just unpublished work from Sunthar (2003). Some times there are unclassified bibliographic entries which can be put under “misc” (Smith, 1999).





# Chapter 3

## Materials and Methods

### 3.1 Including Figures

Figures are conveniently included using postscript format. If you are generating a figure in a software, please check if the software supports writing to a postscript or a PDF format. This format is loss less vector format and with reproduce in any magnification without any pixelation. Make sure to write it to an “Encapsulated Post-script” or .eps format.

Figures should be given a label and which can be used to refer to them in the running text using `\ref{}` command. Figure 3.1 describes the process flow sheet of the experimental set up used in this report. The Figure 3.1 can also be referred by a short form notation a pre-defined macro `\Figref`.

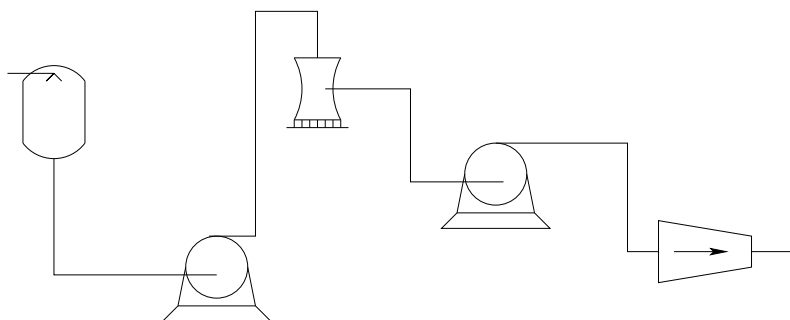


Figure 3.1: Process flow sheet of the experimental setup. The caption of the figure goes here. A shorter caption can be written in square brackets to identify it in the list of figures.



# Chapter 4

## Results and Discussions

### 4.1 Including Tables

Tables are to be used in a special environment so that they have a Number, caption and appear in the list of tables. Table 4.1 is a sample table. In the case of tables, it is a convention to write the caption above the table. Note that in the case of figures the caption appears below the figure.

Table 4.1: Physical properties of the materials used.

Property	Value
Particle Density, $\rho_p$	2500 kg/m <sup>3</sup>
Viscosity, $\eta_s$	$1 \times 10^{-3}$ Pa-s



# **Appendix A**

## **Supporting Material**



# References

- Batzri, S., and Korn, E., 1973, “Single bilayer liposomes prepared without sonication,” *Biochim. Biophys. Acta* **298**, 1015–1019.
- Boal, D., 2012, *Mechanics of the Cell*, 2nd ed. (Cambridge).
- Jariwala, S., 2000, *Lattice Boltzmann Simulation of Lamellar Phase*, Master’s thesis (Chemical Engineering, Indian Institute of Science, Bangalore, India).
- Luding, S., 1994 October, *Models and Simulations of Granular Materials*, Ph.D. thesis (Albert-Ludwigs-Universität Freiburg).
- Richman, W., and Martin, R. E., 1992 May 24–27, “Unconfined granular materials thermalised by fluctuating horizontal surfaces,” in *Engineering Mechanics: Proceedings of the Ninth Conference*, edited by Lutes, L. D. and Niedzwecki, J. M., Engineering Mechanics Division (American Society of Civil Engineers, New York). Chap. 3, pp. 900–903.
- Sackmann, E., 1995, “Physical basis of self-organization and function of membranes: Physics of vesicles,” in *Structure and Dynamics of Membranes: From Cells to Vesicles*, Handbook of Biological Physics, Vol. 1A, edited by Lipowsky, R. and Sackmann, E., Chap. 5 (Elsevier). pp. 213–303.
- Smith, D. E., 1999, Private communication, Duc At has the communication regarding the details passed on by Smith.
- Sunthar, P., 2003, “Calculation of fixed point in the zimm model: revisited,” unpublished notes.





# List of Publications

Put your publications from the thesis here. The packages `multibib` or `bibtopic` or `biblatex` or `enumerate` environment or `thebibliography` environment etc. can be used to handle multiple different bibliographies in the document.



# Acknowledgements

This section is for the acknowledgments. Please keep this brief and resist the temptation of writing flowery prose! Do include all those who helped you, e.g. other faculty/staff you consulted, colleagues who assisted etc.

*My name*  
IIT Bombay  
24 April 2016



## COLOPHON

This document has been typeset using the `iitbreport.cls` typesetting system developed by [P. Sunthar](#) and [Chandra Has](#). The body text is set at 12pt and a similar to times new roman font is accessed using `txfonts` package; default line spacing is set at 1.5. Other important packages such as `amsmath`, `amssymb`, `amsfonts`, `fancyhdr`, `hyperref`, `natbib`, and `graphicx` are installed to use this style file.

For any suggestion/query:

[p.sunthar@gmail.com](mailto:p.sunthar@gmail.com)

or

[chandrahashbti@gmail.com](mailto:chandrahashbti@gmail.com)