Introduction to LaTeX: Task Sheet

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1 Creating a document

- Create a new Overleaf project called "Introduction to LaTeX" - you will complete all exercises before Exercise 10 in this project
- Delete any sample text already in the project's .tex file
- Create a new article document
- Select a fontsize (11pt)
- Select the type of page you want to write on (A4)

2 Sections

- Add a new chapter to your document (you will need to change the documentclass to "report" or "book")
- Add a new section to your document
- Add a new subsection to your document
- Add a table of contents to your document

3 Writing text

- Add some text to your document
- Make part of the text bold
- Make part of the text italic
- Underline part of the text
- Change the size of some of your text

4 Lists

- Add a bullet-point list to your document
- Add a numbered list to your document

5 Equations

- Add an equation to your document
- Embed some mathmode content within some text
- Start both of these pieces of mathmode content with simple content, then make them more complex
- Try to include some maths relevant to your field - research how to include them online if necessary.

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6 Adding Figures

- Add a figure to your document
- Change the size of the figure
- Change the vertical position of the figure
- Centre the image horizontally on the page
- Add a caption to the figure

If you receive an error, check the following common issues:

- You should be using the "graphicx" package
- You should have uploaded your image file to Overleaf
- Your file name shouldn't contain spaces
- Your file should be a supported format (no "svg", "tiff" files)

7 Adding Tables

- Add a table to your document
- Change the text alignment within each column
- Add some horizontal and vertical lines
- Add a caption to the table

8 Referencing

- Go back and add labels to your sections, subsections, equations, figures, and tables
- Write some text and reference each of the labels you just added

9 Bibliographies

- Create a .bib file (you can export from a reference manager or create one from scratch)
- Include the bibliography in your .tex file
- Cite some of the bibliography entries in your document

If you receive an error, check the following common issues:

- You should be using the "natbib" package
- You should have uploaded your .bib file to Overleaf
- Your .bib file should not have a space in its filename
- You should use the \bibliographystyle command
- You should use the \bibliography command. Make sure the name of the .bib file you specify is the same as the name of the file you uploaded

10 Errors

- Make sure you've downloaded this file - the links won't work in the GitHub preview

- Open this LaTeX project

- Make a copy of the project (click the "Menu" button, then "Copy Project")

- Correct the errors and compile the pdf

- If you get stuck or want to compare your answer, the corrected version can be found here