

InformatikMWG Style Guide

for articles and presentations

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Abstract

This document specifies the layout and appearance of official documents published by members of the InformatikMWG organization.

1 Official Templates

We aim to provide official InformatikMWG \LaTeX document classes following this style guide. Currently, work is in progress; however, it may take some long time until they are finished and matured.

We don't — and we won't — provide official templates for MS Office. On purpose.

2 General Style specifications

This section describes general style specifications to be used for presentations and (smaller) publications. Please note that these specifications do **not** apply to project documentations.

2.1 Page layout

Presentations:

Use frame dimensions of 16 cm \times 9 cm

Articles and Reports:

Construct the page layout by dividing the page in 10 equal-sized rows and columns (subtract the binding correction from the page width).

Now, one is able to calculate ...

- top margin size (the height of a row),
- bottom margin size (twice the height of a row),
- inner margin size (the width of a column) and
- outer margin size (twice the width of a column)

An even simpler solution for \LaTeX -Users: `\usepackage{typearea}`

2.2 Fonts and their usage

- Fira Sans for nearly everything
- Fira Mono for code, user names, passwords, URLs and similar stuff

Both fonts are licensed under the OFL 1.1 and can be downloaded at:

<http://bboxtype.com/typefaces/FiraSans> or
<https://github.com/carrois/Fira>

The following basic rules apply:

1. Whenever possible a font size of 11pt should be used. For use in beamer presentations, Fira should be scaled down to 85 % of its natural size.
2. Use lining figures (1234567890) instead of old style ones (1234567890)
3. For part and section headings, the SMALL CAPS shape should be used.

2.3 Colors

- The main color used for text is **black**
- For structural elements and backgrounds, **MWGRed** should be used (RGB specification: 100/29/27)
- If **MWGRed** is used as background color, the foreground color should be white.