

How To

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1 Introduction

This project provides a template to create a curriculum vitae, or résumé. It is intended as a ‘fast-introduction’ to typesetting with \LaTeX , for someone with little, or no experience in the subject.

Inspiration came about by the realisation that students might be better-motivated to learn \LaTeX if the benefits for doing so were more obvious. Students, inundated with assignments and (oh no!) exams, are unwilling to waste precious time grappling with new software. Especially when the results are comparable to what can be achieved using Microsoft Word. Most tutorials, intended for beginners, start gently with ‘Hello World’; instead, this template rewards the user with a CV, or résumé.

This project introduces the class file `articleCV.cls` and \TeX file `CVexample.tex`, which together construct the template. The main parts of this document are concerned with reading and editing `.tex` and `.cls` files, parsing documentation and navigating a project directory. More attention is given to the construction of the class file in the appendix; which I imagine would be of more interest to the experienced \LaTeX user.

A more in-depth introduction to the software, or useful reference material can be found at https://www.overleaf.com/learn/latex/Learn_LaTeX_in_30_minutes.

2 Get Started

If you haven’t already, begin by following the instructions located at `Pedro-h-mattos/LaTeXCVTemplate`.

They instruct you to (i) install a \TeX distribution, (ii) download a copy of this projects’ files onto your local device, and then (iii) compile `CVexample.tex` to produce a PDF output. This is a good litmus test to see if your software has been correctly installed.

For completion, those instructions are repeated here.

2.1 Installation

A \TeX distribution, such as MikTeX, TeXLive or MacTeX, is a prerequisite for working with \TeX files. They are free and easily available for download online.

\TeX files can be written using any editor, and compiled from the system shell with the command `pdflatex <myfile>.tex`. However, for ease-of-use, you should probably install a dedicated graphical user interface for working with \TeX files (e.g. TeXworks or TeXstudio). Instructions for downloading the appropriate software can be found by following the link: <https://www.latex-project.org/get/>.

Step 1.

Install an appropriate TeX distribution and editor for your system.

Alternatively, Overleaf is an online LaTeX editor which doesn't require any local installation; but will ask you to register an account.

2.2 Download from GitHub

With the appropriate software now installed, download the package repository as a ZIP file onto your local device.

Step 2.

Navigate to <https://github.com/Pedro-h-mattos/LaTeXCVTemplate>, find and click on Download ZIP.

Remember to unpackage the ZIP file before continuing.

The project directory consists of the class file `articleCV.cls` and the main document file `CVexample.tex`. This guide includes `instructions.tex`, `.sty` / `instructions.sty` and the derived file `instructions.pdf`.

Other files, including `README.md` and the license, do not need to be retained.

2.3 Your First Document!

Compiling `CVexample.tex` should output the document `CVexample.pdf`.

You can always compile documents from the command line, by running the command `pdflatex CVexample.tex`.

If you're using an \TeX editor instead, first locate and open the file `CVexample.tex` from within your project directory. Then compile it using the `pdfLaTeX` option.

Step 3.

Try compiling your first document; then, open the output file `CVexample.pdf`.

Take a moment to examine your document. What do you notice?

Although very neatly typeset, your 'personalised' résumé lacks any personal information at all! `CVexample.tex` is designed as a customisable template; the rest of this guide will help you to fill it out, step-by-step.

Look again at your PDF. How might you describe its structure? Can you identify elements that are repeated?

This template has been designed with the standard structure of a résumé in mind; where personal and/or contact information is located in the document header and below that, sections correspond to a person's education, work experience, skills, publications, etc.

The header can be divided into three parts: the title, the author's name, and personal/contact information. The latter is really separate and is arranged as a table with two columns and three rows.

Three sections are labelled as *Education/Qualifications*, *Technical Skills* and *Experience*. They are followed by 'subheadings', comprising two lines of text; one **bold and larger**, and the other *italicized and smaller*, which can extend across the page. Optionally following subheadings are bullet point(s).

Keep this structure in mind, when navigating `CVexample.tex` later.

3 Using This Guide

3.1 Instructions

3.2 Working with T_EX Files

3.3 The Project Directory