A Brief Guide to the changes Package

Prepared by Alice & Bob 18th July 2025

This short guide demonstrates how to use the changes package in LATEX to track and display edits in a collaborative document.

Basic Usage

To use the package, load it in your preamble:

```
\usepackage[<options>]{changes}
\definechangesauthor[name={Alice}, color=blue]{alice}
\definechangesauthor[name={Bob}, color=red]{bob}
```

Examples

1. Adding Text

```
This is \added[id=alice]{a new sentence} added by Alice.

Output: This is a new sentence added by Alice.
```

2. Deleting Text

```
This sentence \deleted[id=bob]{contains redundant information}.
```

Output: This sentence contains redundant information bob.

3. Replacing Text

```
He \replaced[id=alice]{revised the manuscript}{wrote the paper}.
```

Output: He revised the manuscriptwrote the paperalice.

4. Commenting

```
\comment[id=bob]{Consider rephrasing this paragraph.}
Output (as footnote):
```

[bob 1] Consider rephrasing this paragraph.

Final Mode

To hide all tracked changes and show only the final version of the text, load the package with:

\usepackage[final]{changes}

Print list of changes

\listofchanges[style=<style>, title=<title>, show=<type>]

List of Changes

Added (alice): a new sentence
Deleted (bob): contains redundant information
Replaced (alice): revised the manuscript
Commented (bob): Consider rephrasing this paragraph