Advanced Report Template with Accessibility

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Todo list

Chapter 1

Introduction

Basic formatting like sizing (huge, tiny), **bold**, and *italics* can be used if not for headings (not accessible). Use chapter, section, subsection, etc. instead if doing a new unit of text.

Add actual intro (ex todo)

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Chapter 2

Floats

2.1 Figures

Each individual figure needs to have alt text, including subfigures for screen readers to access. Fortunately this is easy to do with the options for the include graphics command.

Subfigures also use the figure environment and have a subfigure environment within them. LaTeX will automatically put figures in rows based on their sizes, which can be adjusted.

And remember that you can set subfigures to have cross references too such as Figure

Figure 2.1: Crew 12 launches before sunrise off Florida coast

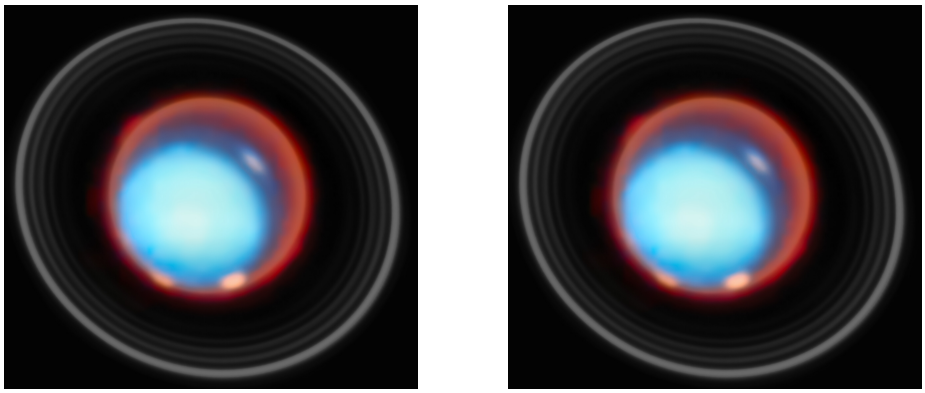

Figure 2.2: Test of subfigures

2.2 Tables

The key for tables is to enable the first row as a "header" row (or however many header rows you use).

Column 1	Column 2
A	B
C	D

Table 2.1: Caption

This same approach will also work when using horizontal and / or long tables via these packages:

- pdflscape: for horizontal tables via rotating individual pages
- longtable: for tables that stretch across multiple pages

Here is one option for a longer table with the longtable package...

Table 2.2: Select Planets in our Solar System & Their Moons)

Planet	Moons (y/n)	IAU Number & Moon name	
Mercury	N	-	-
Venus	N	-	-
Earth	Y	I	The Moon
Mars	Y	I	Phobos

(table continues on next page)

Planet	Moons (y/n)	IAU Number & Moon name	
Mars	Y	II	Deimos
Jupiter	Y	lots	skipping
Saturn	Y	I	Mimas
Saturn	Y	II	Enceladus
Saturn	Y	III	Tethys
Saturn	Y	IV	Dione
Saturn	Y	V	Rhea
Saturn	Y	VI	Titan
Saturn	Y	VII	Hyperion
Saturn	Y	VIII	Iapetus
Saturn	Y	IX	Phoebe
Saturn	Y	X	Janus
Saturn	Y	XI	Epimetheus
Saturn	Y	XII	Helene
(end of table)			

Chapter 3

References

This research was very innovative in its' approach and many followed on in their footsteps (Gulati et al., 2010; Lee et al., 2016). You can also cite as Pazireh et al. (2025) did interesting research in machine learning.

Note that you might need to adjust how you use the citation packages with options depending on your style (ex. IEEE needs options with natbib).

Always check your references for in-text citations and in the bibliography. Common errors include:

- Wrong reference type: different fields will be used for conference proceedings versus journal articles for example
- Missing data (edit in your citation manager too)
- University-specific links: if you include links, make sure they are DOIs or others that those outside our institution can use

Chapter 4

Resources

Hopefully this example document is useful for your learning! Make sure to check your warnings/errors regularly...

There are many resources to help you with your LaTeX documents, including making them accessible:

- Overleaf's Documentation: detailed information for making documents in Overleaf with LaTeX
- Overleaf's brief guide to creating accessible PDFs, includes tips like avoiding forced white space
- Accessibility Compatible Packages and status with tests, bugs, and more (contribute to the GitHub package!)
- Helpful websites: TeX Stack Exchange for FAQs on everything LaTeX and ctan.org for packages' documentation (including the tagpdf package)
- Virginia Tech's Overleaf page: find templates (including ETDs) and more from VT
- Learn to use a reference manager that sync's or easily exports to Overleaf like Mendeley or Zotero
- And even books - just search for "latex documentation" or similar from the library's discovery service to find physical and digital books

Bibliography

Gulati, S., Richmond, K., Flesher, C., Hogan, B. P., Murarka, A., Kuhlmann, G., Sridharan, M., Stone, W. C., & Doran, P. T. (2010). Toward autonomous scientific exploration of ice-covered lakes—Field experiments with the ENDURANCE AUV in an Antarctic Dry Valley. *2010 IEEE International Conference on Robotics and Automation*, 308–315. https://doi.org/10.1109/ROBOT.2010.5509224

Lee, T., Cho, S., Lee, S., Roh, C., & Kang, Y. (2016). Design of an autonomous antarctic exploration platforms through manipulations of All-Terrain Vehicles. *2016 IEEE Transportation Electrification Conference and Expo, Asia-Pacific (ITEC Asia-Pacific)*, 281–284. https://doi.org/10.1109/ITEC-AP.2016.7512963

Pazireh, S., Mirazimzadeh, S. E., & Urbanic, J. (2025). A Review of Machine Learning Applications on Direct Energy Deposition Additive Manufacturing—A Trend Study. *Metals*, *15*(9), 966. Retrieved December 8, 2025, from https://www.mdpi.com/2075-4701/15/9/966