

# Instructions to use the template

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January 9, 2023

## 1 Introduction

This template, based on the work of Dr. Tea Toradze<sup>1</sup>, uses a modular structure with different files for each author.

In the template there is a file called **variables.tex** which contains all the variables needed to fill the template. One simply needs to fill in the required values in such a file, and the template will take care of all the rest.

For example:

```
% Insert the required information
\def\gwpmodule{MScFE 0000 Moudle Name} %Module Number and Name
\def\gwptitle{Work Title} % work title
\def\gwpgroup{Group 99} % group number
```

Just fill in the required values and they will appear in the Title page and in the header of each page.



Figure 1: The header

Since the work group project is made for 3 authors, I thought that a modular structure might be an optimal solution. The leader (author 1) will create his/her content in *content.tex* and the bibliograpy in *reference.bib*, the he/she simply need to put the content and bib files (or reference them in Overleaf) for author 2 into *content2.tex* and *reference2.tex* (and for author 3 into *content3.tex* and *reference3.tex*) and then the file will compile with all the information from those files (biblatex will take care of duplicate entries in the various bib files). One may also work only with just one file leaving the others empty; the file will compile without any issue, but in my opinion, this structure should be simpler to manage, especially if all authors work with Overleaf (using link sharing that is available for free users without limitations, see Overleaf Link Sharing)

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<sup>1</sup>github repo

## 2 File description

- `fig`: folder for figure, see Fig. 2 *I suggest to use a folder for figures, one for data etc.*
- `abstract.txt`: file for the abstract
- `conclusion.tex`: file for conclusions
- `content.tex`: file for the main content (author 1)
- `content2.tex`: file for author 2 content (if any)
- `content3.tex`: file for author 3 content (if any)
- `count_settings.tex`: file for count settings (don't touch unless you know what you are doing)
- `gwp.cls`: main class for wqu project (the name will likely change in the final version)
- `gwpheadfoot.sty`: the styling for header and footer (name to fix)
- `introduction.tex`: file for introduction
- `main.tex`: the main file (users should not need to touch it unless they want to add custom content)
- `reference.bib`: main file for bibliography (author 1)
- `reference2.bib`: file for author 2 bibliography (if any)
- `reference3.bib`: file for author 3 bibliography (if any)
- `variables.tex`: this is the file that the user need to modify inserting the required information
  - section for module name, work title, and group number, see Fig. 3
  - section for authors, see Fig. 4
  - section for countries, see Fig. 5
  - section for emails, see Fig. 6
  - section for non contributing members, see Fig. 7
  - section for max number of words of the project, see Fig. 8

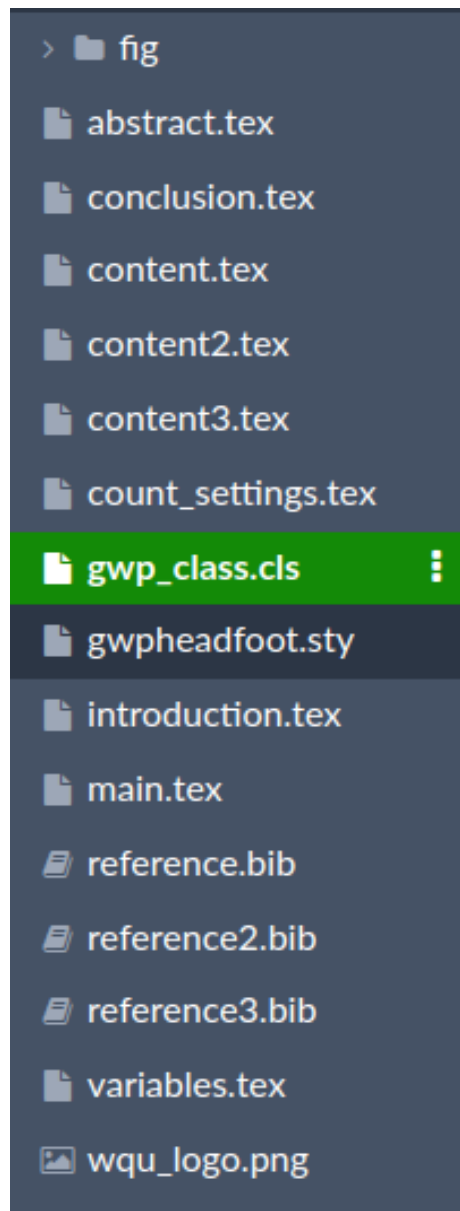


Figure 2: Project structure

### 3 The variable file: variables.tex

The user just need to replace the placeholders between curly brackets with the correct information or clear the content if not required (for example in a group with just two members they can set auththree, countrythree, and emailthree to { }) (Fig. 4 5 and 6).

```
% Insert the required information
\def\gwpmodule{MScFE 0000 Moudle Name} %Module Number and Name
\def\gwpptitle{Work Title} % work title
\def\gwpgroup{Group 99} % group number
```

Figure 3: Project module and name

```
% Define authors
\def\authone{Author 1}
\def\authtwo{Author 2}
\def\auththree{Author 3}
```

Figure 4: Authors

```
% Define country
\def\countryone{Country 1}
\def\countrytwo{Country 2}
\def\countrythree{Country 3}
```

Figure 5: Countries

```
% Define email
\def\emailone{email1@example.com}
\def\emailtwo{email2@example.com}
\def\emailthree{email3@example.com}
```

Figure 6: Emails

If they set, for example, contthree (Fig. 7 to {0}) the author will be considered as non contributing, and an X will be placed in the table. His name will not appear in the first box (contributing members) but in the second one (non contributing members), and will not show up in the page header.

```

.....

\setcounter{contone}{1} % set to 0 for non contributing member -!
\setcounter{conttwo}{1}
\setcounter{contthree}{1}

```

Figure 7: Non contributing members

Finally, if the required words would be, for example, 2,000, one simply need to update the value in the last section numwords {2,000}.

```

% Max number of words
\def\numwords{1,000} % Change if needed
% =====

```

Figure 8: Max words for project

## 4 Organizing the document structure: body.tex

All the variables will be automatically inserted in the correct places.

The needed files can be ordered, included or excluded, by simply commenting the body.tex file:

```
% Comment the unused sections or add needed ones
%\input{abstract}
%\input{introduction}
\input{content}
\input{content3}
\input{content2}
%\input{conclusion}
%\input{appendix}
```

In the example above I decided to exclude the abstract, the introduction, the conclusion and the appendix and to put content3 before content2. Feel free to add new files if you need. Just add them to the body.tex with the `\input` statement.

The commands for the count setting, the title page and the table of contents are in the **main.tex** file, since they are supposed to be always present (but you can comment them out):

```
\input{count_settings}

\input{title_page}

\input{toc}
```

Each author has its own bibliography file. Any duplicate entry will be managed by **BibLaTeX** automatically. Please note the the word count is in the abstract, so it won't show up if you don't include it.

The simplest way to use this template is to download the zip file (**wqu-template.zip**) and upload it to OverLeaf as a new project.