

Utilities.sty – Latex Writing Aids

Version 1.2.1

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1 How to start ...

1.1 Document header

To start using the writing utilities

1. Copy the style sheet “utilities.sty” into your document folder or any folder latex can access when searching for the style sheets.
2. Simply copy the following code into your document before the `\begin{document}` command.
3. Copy the images to any directory where latex can find them. The current style files uses two images: *bulb.jpg*, *important.jpg*

Explanations are given as comments in the text:

```
%-----  
% Latex writing utilities  
%-----  
%include the utilities package  
\usepackage{utilities}  
  
%Set to mode: draft,draftNoComments,submission,final (default)  
\setMode[draft]
```

1.2 Document body

note: The document body is defined as all the text indicated between the `\begin{document}` and the `\end{document}` statement.

```

%check if we are in draft mode
\ifshowDraft
%%% DRAFT MODE %%%
%Background Picture for Draftmode

%set TOC depth to X

        \setcounter{tocdepth}{3}
        \makeatother
        \AddToShipoutPicture{\BackgroundPicture{[',',',']}{21cm}{0}{images/draf

%-----
        %list of TODOs, TOC, List of Figures in Draft Mode
        \listoftodos
        \tableofcontents
        \listoffigures
%-----
        \newpage
%-----

%adjust margins so that the sidecomments fit

        \setMargins{0cm}{0cm}{0cm} % {odd}{even}{top}

% define the widths for the comments if necessary

%       space required for side comment
        \setlength{\sidecommentwidth}{3cm}
%       width of the comment box
        \setlength{\sidecommentboxwidth}{3.3cm}
%       is the sidecomment on the left or right side
        \setboolean{sidecommentleft}{false}
%       set document to single space mode
        \singlespace

\else
%%% DOCUMENT FINAL %%%
% = NON DRAFT
%
%
        \maketitle
        \tableofcontents
        \listoffigures
\fi % END IF
%
```

```
\newpage

% define the widths for the boxes:
%      this function sets the widths for the todo, comment, and postit boxes
%      specified value
%
\setboxwidths{\textwidth} % adjusting the boxes to the textwidth
```

2 List Of ToDo's

Print the list of todo's using the `\listoftodos` command.

Result:

List of To-Do's

1	: (Section 4) – A todo item ...	5
---	---------------------------------	---

3 Postit

Postit:

A little postit

```
\postit {A little postit}
```

4 Todos

TODO

: (Section 4) – A todo item ...

```
\todo {A todo item ...}
```

5 Comments

5.1 Sidecomment

Syntax: `\sidecomment{Text}`.

Example:

2: text

2

If you want to replace the symbol simply provide it as a default parameter like `\sidecomment[XX]{comment}`.

Example:

4: comment

4

Important:

The side comment does not work with the ACM style as it does not allow: `marginpar`



5.2 Comment

Syntax: `\comment[Title]{Text}`

Example:

Commenttext: A centered comment box filling the whole line!

5.3 A grey box

Syntax: `\greybox[Title]{Text}`

Example:

Grey comment: A centered grey box filling the whole line!

6 Notes

6.1 Standard Note

Syntax: `\note[XXX]{Text}`

note: A standard note. `\note{Text}`

6.2 Important note

Syntax: `\important[XXX]{Text}`



Important:

An important note. `\important{Text}`

In order to use the idea note you need to copy the image "important.jpg" to a location where latex can find it!

6.3 Idea note

Syntax: `\iidea[XXX]{Text}`



Idea:

An idea note. `\iidea{Text}`

In order to use the idea note you need to copy the image "bulb.jpg" to a location where latex can find it!

6.4 RoundedTitleBox

Syntax: `\roundedTitlebox[width]{Title}{Text}`

RoundedTitlebox				
A	titlebox	of	width	“Width”:
<code>\roundedTitlebox[Width]{Title}{Text}</code>				

Syntax: `\rTitlebox{Title}{Text}`

RoundedTitlebox	
A titlebox filling the whole line: <code>\rtitlebox{Title}{Text}</code>	

Syntax: `\example{Text}`

Example	
An example: <code>\example[Title]{Text}</code> ; default title = “Example”	

6.5 Paragraph formatting

Indent a paragraph An indented paragraph: `\indentpar[width]{Text}`.
Default width = 1cm

Sourceinput Display code-text from input file: `\sourceinput{filename}`.

Mono spaced Display code-text in mono-spaced: `\mono{text}`. This is an abbreviation to using the verbatim environment.

6.6 Marker

6.6.1 Marker

Display code-text with a marker-background color.

Syntax: `\marker[bgcolor]{Text}`.

Note: bgcolor maybe one value out of “Y, Yellow, G, Green, P, Pink”. Default: yellow

Marker example

Sed nisl mi, pretium quis blandit eu, pharetra id augue. In adipiscing felis quam. Maecenas imperdiet placerat suscipit. Sed leo sem, iaculis et rhoncus sit amet, commodo sed dolor. Duis id blandit nunc. Pellentesque consectetur libero at nulla consectetur euismod. In blandit tincidunt leo non luctus. Vestibulum ut tellus vitae augue tristique porttitor. Vestibulum blandit risus sed nibh commodo in elementum ante vehicula. Proin facilisis, felis et placerat consectetur, ante erat ultrices elit, eget aliquet purus massa et augue. Vestibulum ante augue, dapibus sit amet sollicitudin vel, luctus ut elit. Quisque eu purus eu justo venenatis auctor.

6.7 Marker box

When you mark one or more paragraphs maybe “markbox fits better”.

Syntax: `\markbox[bgcolor]{Text}`.

markbox example

Sed nisl mi, pretium quis blandit eu, pharetra id augue. In adipiscing felis quam. Maecenas imperdiet placerat suscipit. Sed leo sem, iaculis et rhoncus sit amet, commodo sed dolor. Duis id blandit nunc. Pellentesque consectetur libero at nulla consectetur euismod. In blandit tincidunt leo non luctus. Vestibulum ut tellus vitae augue tristique porttitor.

Vestibulum blandit risus sed nibh commodo in elementum ante vehicula. Proin facilisis, felis et placerat consectetur, ante erat ultrices elit, eget aliquet purus massa et augue.

Vestibulum ante augue, dapibus sit amet sollicitudin vel, luctus ut elit. Quisque eu purus eu justo venenatis auctor.

6.8 Lists, enumerations

Compactlist and Compactenum A flexible list that is single spaced and fits nicely in the standard latex styles.

<ul style="list-style-type: none"> – Item 1 – Item 2 – Item 3 	<pre>\begin{compactlist} \item Item 1 \item Item 2 \item Item 3 \end{compactlist}</pre>
--	---

<ul style="list-style-type: none"> ✓ Item 1 ✗ Item 2 ✓ Item 3 	<pre>\begin{compactlist}[\done] \item [\done]Item 1 \item [\rejected] Item 2 \item [\done]Item 3 \end{compactlist}</pre>
--	--

<ul style="list-style-type: none"> 1. Item 1 2. Item 2 3. Item 3 	<pre>\begin{compactenum} \item Item 1 \item Item 2 \item Item 3 \end{compactenum}</pre>
---	---

<ul style="list-style-type: none"> a. Item 1 b. Item 2 c. Item 3 	<pre>\begin{compactenum}[a] \item Item 1 \item Item 2 \item Item 3 \end{compactenum}</pre>
---	--

The compactenum environment accepts the following parameters as a counter:

a ... a,b,c
A ... A,B,C
r ... i,ii,iii
R ... I,II,III

6.9 Tables

To adjust the padding of a table row:

Make a rule representing the space in the toprow:

\TopRowSpace

Note: Default height = 2.4ex

Maka a rule with no height/width but offset the rule to keep the bottom space of the table row

`\BottomRowSpace`

Table 2: Example width TopRowSpace Adjustment

Heading 1	Heading 2
Col 1	Col 2
Col 1	Col 2

Table 3: without

Col 1	Col 2
Col 1	Col 2
Col 1	Col 2

Please check the headings line with the yellow background color.

In the first example the column-height and the position of the text is adjusted using `\TopRowSpace` and `\BottomRowSpace`.

Example 1:






```
\multicolumn{2}{>\TopRowSpace\columncolor{yellow}\bf}1<\BottomRowSpace}{Heading}
```

Example 2:

```
\multicolumn{2}{>\columncolor{yellow}\bf}1}{Heading}
```














6.10 Symbols

The symbols *missing*, *tbd*, *attention*, *done*, *rejected* have a counter associated so that you can show the amount of the defined labels in some statistics:

```
Statistic about comments:
Missing:      1  items 
To be defined: 4  items  tbd
Attention:    1  items 
Done:         3  items 
Rejected:     2  items 
```

```
\chapter{Statistic about comments ....}
\label{stats}
\greybox{
  \begin{tabbing}
    \textbf{Missing:}\hspace*{1.5cm}\=\arabic{missing} \hspace*{1ex} \=i
```

Table 4: Additional Symbols

Name	Symbol	Description
<code>\la</code>		left arrow
<code>\ra</code>		right arrow
<code>\check</code>		checkmark
<code>\cross</code>		cross
<code>\degree</code>		degree
<code>\missing</code>		missing, still needs work
<code>\tbd</code>		to be defined
<code>\attention</code>		attention
<code>\done</code>		done
<code>\rejected</code>		to be rejected, ignored
<code>\stop</code>		stop sign
<code>\ongoing, \prepare</code>		prepare or ongoing sign
<code>\go</code>		go sign with a checkmark

```

\textbf{To be defined:}\>\thetbd \>items \>\tbd \\
\textbf{Attention:}\>\theattention \>items \>\attention \\
\textbf{Done:}\>\thedone \>items \>\done \\
\end{tabbing}
}

```