

Instructions

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Abstract

This document contains the specifications for preparing manuscripts for the proceedings of the the *CLEAR-TEXT* workshop. Authors should adhere to the directions described herein, both for papers submitted for review and for camera-ready versions of accepted papers.

Type the abstract between the section with authors' names, affiliations and email addresses and the main body of the text. The abstract should be a concise summary of the general thesis and conclusions of the paper. It should be no longer than 250 words.

Keywords: at least 3 keywords should be listed at the end of the abstract.

1 Credits

This document has been adapted from the instructions for the current CLIB 2026 conference, based on earlier ACL, NAACL and EMNLP proceedings, including those for ACL 2021 by Roberto Navigli, EMNLP 2020 by Yulan He, ACL 2020 by Steven Bethard, Ryan Cotterrell and Rui Yan, ACL 2019 by Douwe Kiela and Ivan Vulic, NAACL 2019 by Stephanie Lukin and Alla Roskovskaya, ACL 2018 by Shay Cohen, Kevin Gimpel, and Wei Lu, NAACL 2018 by Margaret Mitchell and Stephanie Lukin, 2017/2018 (NA)ACL bibtex suggestions from Jason Eisner, ACL 2017 by Dan Gildea and Min-Yen Kan, NAACL 2017 by

Margaret Mitchell, ACL 2012 by Maggie Li and Michael White, ACL 2010 by Jing-Shing Chang and Philipp Koehn, ACL 2008 by Johanna D. Moore, Simone Teufel, James Allan, and Sadaoki Furui, ACL 2005 by Hwee Tou Ng and Kemal Oflazer, ACL 2002 by Eugene Charniak and Dekang Lin, and earlier ACL and EACL formats written by several people, including John Chen, Henry S. Thompson and Donald Walker.

Additional elements were taken from the formatting instructions of the *International Joint Conference on Artificial Intelligence* and the *Conference on Computer Vision and Pattern Recognition*.

2 Introduction

The following instructions are directed to authors of papers submitted to CLEAR-TEXT or accepted for publication in its proceedings. **The proceedings are designed for printing on A4 paper.**

Any additional specifications regarding the submission process (including types of submissions, length and submission deadlines) will be made available on the CLEAR-TEXT website: <https://sites.google.com/view/clear-text/home>. Check the website regularly for updates.

3 General instructions

The electronic manuscript must be submitted in Adobe's Portable Document Format (PDF). On MS Word or LibreOffice, you can export the file as a PDF document from the "File" menu. This document contains the general guidelines on the format of the CLEAR-TEXT submissions.

Please make sure that your PDF file includes all the necessary fonts (particularly tree diagrams, symbols and fonts with special characters).

MSWord-specific details: All formatting is made available in the MSWord Styles in this template

(CLEAR-TEXT-MSWORD-TEMPLATE.docx).

In newer versions of MSWord, click Home, then expand the Styles tile by clicking the diagonal arrow on the lower left corner. This should open all styles in the template for you

to apply to your document as needed. Otherwise, you may expose the Styles following the instructions provided at: <https://blogs.technet.microsoft.com/hub/2010/11/22/view-and-edit-styles-quickly-in-word-2010/>

4 Formatting instructions

Manuscripts must be in two-column format. Exceptions to the two-column format include the title, authors' names and complete addresses, which must be centered at the top of the first page, and any full-width figures or tables (see the relevant guidelines).

Start all pages directly under the top margin. Pages could be numbered in the version submitted for review, but **pages should not be numbered in the camera-ready version**. The page numbering will be handled by the editors of the Proceedings. Please do not place footers or headers.

4.1 Layout

Format manuscripts two columns to a page, in the manner these instructions are formatted.

The exact dimensions for a page on A4 paper are:

- Left and right margins: 2.5 cm
- Top margin: 2.5 cm
- Bottom margin: 2.5 cm
- Column width: 7.7 cm
- Column height: 24.7 cm
- Gap between columns: 0.6 cm

| Type of Text | Font Size | Style |
|---------------------|-----------|-------------|
| paper title | 15 pt | bold |
| author names | 12 pt | bold |
| author affiliation | 12 pt | |
| the word "Abstract" | 12 pt | bold |
| section titles | 12 pt | bold |
| subsection titles | 11 pt | bold |
| document text | 11 pt | |
| captions | 10 pt | |
| abstract text | 10 pt | |
| bibliography | 10 pt | |
| footnotes | 9 pt | |

Table 1: Font guide.

Papers should not be submitted on any other paper size. If you cannot meet the above requirements about the production of your electronic submission, please contact members of the Organising Committee before submission.

MS Word-specific details: In the camera-ready version, the two columns need to be of equal width (7.7 cm) with fixed space (0.6 cm) between them as set out in CLEAR-TEXT Guidelines. To do that in MS Word, go to the Layout menu and select Columns > More Columns..., then check the box 'Equal column width' and set the values for width and spacing. If reusing the original submission template for the camera-ready version, please adjust the columns after removing the ruler with the line numbers.

4.2 Fonts

For reasons of uniformity, Adobe's **Times Roman**, **Times New Roman** or **Computer Modern Roman** should be used.

Table 1 specifies what font sizes and styles must be used for each type of text in the manuscript.

4.3 Ruler

A printed ruler (line numbers in the left and right margins of the article) should be presented in the version submitted for review, so that reviewers may comment on particular lines in the paper without circumlocution.

The presence or absence of the ruler should not change the appearance of any other content on the page. The camera ready copy should not contain a ruler.

MS Word-specific details: In this Word template, you can add the ruler to each page by copying it from another page. The Ruler consists of separate left-hand rulers and right-hand rulers. Each ruler is a text box, sized 10 in x 0.45 in, flushed with the sides of the page, with a table containing numbers. The table has no borders, and the edges are pushed to the edges of the textbox. The left part of the ruler is justified left, left indent 0.1 in/right indent 0 in, and saved in the "ACL Ruler Left" style; and the right-hand

ruler, justified right had left indent 0 in/right indent 0.1 in, saved in the “ACL Ruler Right” style. Number text is in Arial, and spacing between each line is Multiple, 1.05 in, with 4.5 pt below each line. After pasting a new ruler onto a page, highlight the ruler text and press **F9** to update the numbers. **Align** the text box **Middle**, and **Center**, and then **Arrange Behind Text**.

4.4 The first page

The title should be in a 15 pt bold font. (For a complete guide to font sizes and styles, see Table 1). Use title-case capitalisation. Long titles should be typed on two lines without a blank line intervening. Put the title at 2.5 cm from the top of the page, followed by a blank line, then the author(s)' name(s), and the affiliation(s) on the following line.

In case of multiple authors, if the affiliation of all or part of the authors is the same, you can collapse the respective Affiliation line(s). Only the first letter of surnames should be capitalised.

The affiliation should contain the author's home institution and an electronic mail address. In case of same-domain emails of multiple authors, they can be collapsed as indicated

{email1,email2,email3}@domain.com.

Center the title, author's name(s) and affiliation(s) across both columns. Do not use footnotes for affiliations.

Make sure that the title, author(s)' name(s) and affiliation(s) are identical to those entered in the electronic paper submission website.

4.5 Abstract

Use two-column format when you begin the abstract. Type the abstract at the beginning of the first column. The width of the abstract text should be smaller than the width of the columns for the text in the body of the paper by 0.6 cm on each side.

Center the word **Abstract** in a 12 point bold font above the body of the abstract. The abstract should be a concise summary of the general thesis and conclusions of the paper. It should be no longer than 250 words.

The abstract text should be in 10 point font.

4.6 Sections and subsections

Sections and subsections should be numbered automatically using the respective heading styles, as shown in this document.

4.7 Headings

Type and label section and subsection headings using the styles indicated in the present document. Use numbered sections (Arabic numerals) in order to facilitate cross-references. The general format is to number subsections with the section number and the subsection number separated by a dot, in Arabic numerals.

4.8 Text

Leave a blank line between the abstract and the main body of the paper.

Indent 0.4 cm when starting a new paragraph.

4.9 Appendices

Appendices, if any, directly follow the text and the references to the exception of the cases when they themselves contain references (see below the section on References and citing). Letter them in sequence and provide an informative title, e.g., **Appendix A Title of Appendix**.

4.10 Tables and graphics

Place figures, tables, and photographs in the paper near where they are first discussed, rather than at the end, if possible.

Both black and white and colour images and diagrams are acceptable.

Provide a caption for every illustration or table; these should be numbered automatically in sequence in the following format: “Figure 1: Caption of the Figure”, “Table 1: Caption of the Table”. Type the captions of the figures and tables below the body.

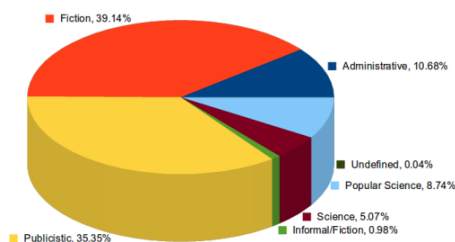


Figure 1: A figure with a caption that runs for more than one line.

MS Word-specific details:

Creating: To create a new Figure or Table, insert a Text Box where you want it to appear (generally, centered at the top of a column close to where it is referred to) and then fill it in with the Figure (or Table). Highlight and right click to add Caption, with the ACL Caption style (or ACL Caption Long style for multi-line captions), which places 10 pt below and above the caption.

Numbering: To update numbering, highlight all the relevant text (*e.g.*, **Ctrl-A + F9**). This will update all the numbering applicable to tables, figures, equations, and headings.

4.11 Footnotes

Put footnotes at the bottom of the page in a 9 pt regular font and number them in sequence¹. Note that the footnote is separated from the text by a line.

4.12 Hyperlinks

Within-document and external hyperlinks are indicated with Dark Blue text, Color Hex #000099.

Example: <http://dcl.bas.bg/clib/>.

5 References and citing

5.1 Citations

The following rules apply for citations:

- Citations within the text appear in parentheses as in (Burnard, 2005). Append lowercase letters ('a', 'b', ...) to the year in cases you cite

more than one work published in the same year by the same author (Fellbaum, 1999a) and (Fellbaum, 1999b).

- Treat double authors as in (Pala and Hlavackova, 2007).
- Write (Miller et al., 1990) when more than two authors are involved.
- Multiple citations can be introduced in the same parentheses as in (Fellbaum, 1999a; Miller, 1990).
- For direct quotations, include a page number following the year and separated by it using a colon, as indicated in (Koeva, 2008: 35).
- Use a dash to cite page ranges, as in (Koeva, 2008: 35–37).
- For inline citing only the year should be in parentheses (and possibly page numbers) such as in “Koeva (2008: 33–50) argues that...”

References should be compliant with the Harvard-style referencing format. Both full first names of authors and initials are acceptable. Please make sure that you use title-case capitalisation for the titles included in the bibliography items.

List all references together in a separate unnumbered section under the heading **References**; place the section before any Appendices, unless they contain references. Arrange the references alphabetically by author's family name, followed by the year of publication. Provide as complete citations as possible.

Please refer to the References section below for examples on how to describe references of: manuals (Christ and Schulze, 1994), technical reports (Briscoe, 2006), electronic sources (EAGLES, 1996), etc.

5.2 References

Gather the full set of references together under the heading **References**; place the section before any Appendices. Arrange the references alphabetically by authors'

¹ Footnote goes here.

surnames, rather than by order of occurrence in the text.

Provide as complete a citation as possible, using a consistent format. Use full names for authors, not just initials.

MS Word-specific details: To create hyperlinks between citations and references, as you insert each full reference in the References section, highlight it and then select Insert, Bookmark. Link back to the reference from its citations in the text by highlight the citation, right clicking, and selecting Insert, Cross-Reference, then selecting the Bookmark you've saved. Highlight the citation again to give make it dark blue (included in this theme), if it is not automatically applied. If there are problems saving the hyperlinks when you convert the document to PDF, use an online converter such as <http://go4convert.com>.

6 Anonymity

As reviewing will be double-blind, papers submitted for review should not include any author information (such as names or affiliations). Furthermore, self-references that reveal the author's identity should be avoided.

Please do not use anonymous citations and do not include acknowledgements. **Papers that do not conform to these requirements may be rejected without review.**

Any preliminary versions of submitted papers should be listed in the submission form and not in the review version of the paper. Once a paper has been accepted to the conference, the camera-ready version of the paper should include the authors' names and affiliations, and is allowed to use self-references, acknowledgements and links to repositories, resources, etc.

MS Word-specific details: If the paper is accepted, remove the header, footer (page numbers), and the ruler for the final version (camera-ready).

Acknowledgments

The acknowledgements should go immediately before the references. Do not number the acknowledgments section. **Do not include this section when submitting your paper for review.**

References

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Karel Pala and Dana Hlavackova. 2007. Derivational Relations in Czech WordNet. In *Proceedings of the Workshop on*

Balto-Slavonic Natural Language Processing: Information Extraction and Enabling Technologies, ACL '07, pages 75–81, Stroudsburg, PA, USA. Association for Computational Linguistics.

Appendix A First appendix

Appendices follow the References section and usually present relevant data and additional evidence which are large and will impede reading if included directly in the text.