How to use the `etdipa`-template v2.6

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Introduction

The `etdipa`-package provides a simple, lightweight LaTeX template for the documentation of scientific projects. It is distributed as a whole working directory for an arbitrary project[1].
The motivation for this template was to reach as many users as possible at different levels of LaTeX knowledge. Nevertheless some macros are assumed as a minimum requirement and will be used without any explaination.

The current version is v2.6. It is now possible to modify several colors and the title page. Further, the manual has been translated to English. For additional information please have a look at the README file or the complete project history.

If there are any suggested improvements, feel free to write an email using the following adress: simon.laube@gmx.at. Please note that this email adress is not intended to be used as a source of information for the use of this template.

Acknowledgement

I would like to thank Prof. Mag. Dipl.-Ing. Dr. Daniel Asch and Prof. Dipl.-Ing. Dr. Wilhelm Haager for their help with TeXnical questions and the supervisory of the whole project. Further, I would like to thank everyone who helped improving the template macros and documentation.

– Simon Michael Laube, February 22, 2015 –

1. Conventions

This section is to briefly summarize the conventions made for this document.

Commands are written in `typewriter`-font,
and within a *listings*- or *verbatim*-environment.

LaTeX-terms and emphases are typeset in *italics*.

An overview of all template-specific marcos can be found in appendix B.

[1] Please note that the template is optimized for the `scrreprt` class.

2. Structure

2.1. Directory structure

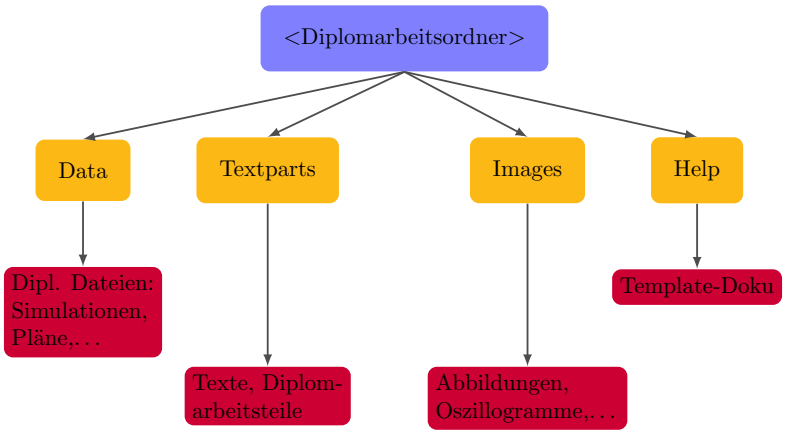

Figure 1: Predefined directory structure of the template
- ..... master directory
- ..... predefined subfolders
- ..... explaination

Figure 1 shows the predefined directory structure. The user should use the master directory `<Diplomarbeitsordner>` as his working directory. All the additional files should be copied to *Data, Images* and *Textparts*. The *Help* directory contains the template documentation and additional help files.

When a school or company is using this template, the given structure should not be modified for reasons of consistency. Nevertheless the users can create subfolders within the given structure. An example is given in figure 2. To learn how to work with multiple LaTeX files you should read section 2.2.

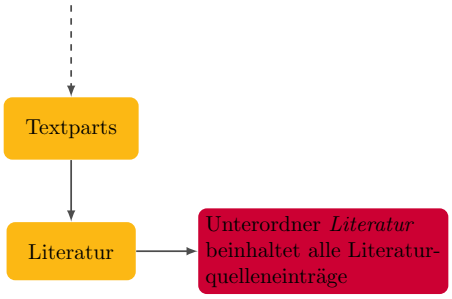

Figure 2: An example for creating subfolders within the predefined directories

> The *Data* folder contains all the additional data that is not really needed for the documentation. This could be simulation files (e.g.: Proteus, SPICE) as well as technical drawings (e.g.: AutoCAD, Ti*k*Z) or circuit diagrams (e.g.: EPlan). One could also use this folder to create a separate presentation of the project – e.g. with PowerPoint, Beamer-LaTeX, Prezi or any other program.

> The *Textparts* folder is the main working directory for your documentation files. It contains all the sub files of your master document. If you are unsure what a master document is, please read section 2.2.

> The *Images* folder contains all the images of your documentation and work. Of course you do not have to include all the files in this folder into your document.

The master document of your documentation is located in the master directory of the template. Thus, it is possible to include all the files from your subfolders into the master document.

2.2. Working with master files

Normally a LaTeX document consists of one `*.tex` file. Setting up a document that way makes sense, but if the document gets longer and longer you might loose track of all the sections and textparts. There is a special technique for large documents, which is commonly used by real TeXnicians.

There are two cases:

– The LaTeX file is large, but not too large to loose track of your sections. If this is true for you, you can keep your current workflow and create only one TeX file.

– The LaTeX file is very large. In this case you should split your document into separate files.

Since this template is for scientific documents, the second case is true. The following *minimal working examples* show how to work with master and sub files.

2.2.1. Standalone documents

Before someone starts to work with master documents, he/she normally works with standalone documents, which are basically all the text in one file. Listing 1 shows such a standalone file.

```
1 % documentclass / style
2 \documentclass{article}
3 %UTF8 encoding
4 \usepackage[utf8]{inputenc}
5 \begin{document}
6         \section{Title}
7                 Here is some text.
8                 \par % end of the paragraph
9 \end{document}
```

Listing 1: A normal LaTeX document

2.2.2. Master and sub files

The first step for handling large documents is to create a so called *master file*. This file contains the LaTeX preamble and the start and end of the document. Listing 2 shows an example of a simple master file.

```
% preamble
\documentclass{article}
\usepackage[utf8]{inputenc}
% document starts here
\begin{document}
        % empty for now
\end{document}
% document ends here
```

Listing 2: A simple LaTeX master file

The second step is to create a *sub file* that only contains text and sections, but no preamble and no start- or end-of-document command – see Listing 3. Thus, this sub file could not be compiled by TeX!

```
%% file: mytext.tex
\section{My text part}
        This is a text part
        of my large document.\par
```

Listing 3: A LaTeX sub file

To finally create the complete document one has to use the TeX command `\input`. The argument has to be the relative path of your sub file based on the absolute path of the master file.
Furthermore a PDF could be included via `\includepdf[<options>]{<name>}`, but the package `pdfpages` needs to be included for that. The problem with PDFs is that they have to be scaled when included, otherwise the header and footer will not fit the page.

```
% preamble
\documentclass{article}
\usepackage[utf8]{inputenc}
\usepackage{pdfpages}
% document starts here
\begin{document}
        % my first text part %
        \input{mytext.tex}
        % my second text part % as PDF
        \includepdf[pages=3-5]{mypdf.pdf}
\end{document}
% document ends here
```

Listing 4: LaTeX master file with included subfiles

3. How to use the macros

In this section all functions and macros of the `etdipa`-template will be explained. The new commands are not part of the LaTeX standard macros. Therefore, the user has to use the `etdipa.sty` package to enable the template macros.

3.1. Title page – `maketitle`

In LaTeX the `\maketitle` command is used to automatically create the title page from the given information. The command was redefined for this template to get a different title page look. Thus, one can simply say `\maketitle` at the beginning of the document and he/she will get the template title page.

Listing 5 shows the necessary information that the template-user has to provide.

```
%%========== Setup for the title page ==========%%
\dokumenttyp{DIPLOMARBEIT}
\title{<Title of your work>}
\author{Student 1 \and Student 2}
\place{<Place>}
\date{<Date>}
\schuljahr{<Year>}
\professor{Professor 1 \and Professor 2}
\dipacolor{<Color>}
%%==============================================%%
```

Listing 5: Setup for the title page

At the beginning of your document you should use `\maketitle` to create the title page. Next to that the writer should set his name into the footer via the `\responsible` command.

```
\begin{document}
\frontmatter
%%========== Title page ==========%%
\maketitle
% Author of this section
\responsible{Student 1, Student 2}
%%================================%%
                .     .     .
                .     .     .
                .     .     .
```

Listing 6: Possible beginning of your document

3.2. Affidavit

The affidavit can be added to your document by using a predefined environment called *Eid*[2]. This environment automatically adds the affidavit text to your document, the only thing a user has to add is the signature line – see listing 7. Further, it arranges the text at the vertical middle of the page.

```
%%========== Affidavit ==========%%
\begin{Eid}
% adding the signature lines
\unterschrift{Student 1}
\unterschrift{Student 2}
\end{Eid}\newpage
%%================================%%
```

Listing 7: How to add the affidavit

3.3. Acknowledgement

The text of your acknowledgement should be written in an external file. Again, there is a special environment for the acknowledgement called *Danksagung*[3].

```
%% Acknowledgement
\begin{Danksagung}

% We would like to thank \dots

\end{Danksagung}
```

Listing 8: How to add the acknowledgement

3.4. References

References are one of the most important things in technical documentations. They should be written in a consistent style. LaTeX offers the possibility to automatically create the reference list out of an external bibliography file, but this template does not use this option to keep things a little bit simpler.

The template uses the LaTeX bibliography environment with a little modification, so the user has to do less work. Listing 9 shows how to use the modified bibliography environment.

[2] German word for affidavit
[3] German word for acknowledgement

```
%% References
\begin{Literatur}

\bibitem[1] % optional number
        {TeXbook}% cite-key
        % text:
        {\textbf{Donald~E.~Knuth:}
        \emph{The \TeX{}book}.
        1986, {\scshape Addison---Wesley},
        ISBN-13: 978-0-201-13447-6}

\end{Literatur}
```

Listing 9: References

The bibliography entry in listing 9 results in entry number [1]. To refer to a reference one has to use the `\cite` command.

```
Text~\cite{<cite-key>}
% for example
Text~\cite{TeXbook}
```

Listing 10: How to cite a bibliography entry

3.5. Acronyms

The *acronym* package of Tobias Oetiker [9] was used to implement the list of acronyms. Since acronyms are not always necessary, the acronym environment was not modified for the template.

```
% List of acronyms
% Add chapter to contents
\addchap{Acronyms}
\begin{acronym}[ACRONYM]
% an entry:
%{spi}[SPI]{Serial Peripheral Interface}
\acro{ugs}[ugs.]{umgangssprachlich}
\end{acronym}\newpage
```

Listing 11: List of acronyms

The acronym can be used in the text by calling `\ac{spi}`. At the first use the whole expansion is shown in the text, for all other cases the macro expands to the acronym.

3.6. Short CV – the `diplomand` macro

Max Mustermann

Date of birth:
12.12.2012 in St.Pölten

Adress:
XY-Street 14
3100 St.Pölten

Career:
2010–2015:
HTBLuVA St.Pölten, department for electrical engineering
2006–2010:
Lower secondary school XY

Contact details:
max.muster@xy.at

Figure 3: Result of the short CV command

The short CV can be used to include a short employment and education history of yourself and every member of the project into the documentation. The design of the CV is based on the LaTeX documentclass `moderncv`[4] and was realized via Ti*k*Z.

```
\begin{Diplomandenvorstellung}
   % new CV entry
   \diplomand
   {<Name>}
   {<Date of birth>}
   {<Street and number>}
   {<City and Postal Code>}
   {<Education and employment>}
   {<Email>}
   {<Path of the picture>}
\end{Diplomandenvorstellung}
```

Listing 12: How to create a short CV

Listing 12 shows how to use the `\diplomand` command. This macro uses the given data and sets up the short CV of one person. If there are more people working on the project everyone has to create a short CV. The individual CVs should be separated with `\newpage`, because every CV arranges itself at the vertical middle of the page. The command also automatically sets the person's name into the footer.

All short CVs must be written within this environment. As mentioned above they should be separated by `\newpage`. The width of the short CV picture can be changed by setting it to another value via `\breite`. A default value of 3 cm is already preset by the template package.

```
\breite{<Wert>}
```

Listing 13: Changing the picture's width

3.6.1. Including your previous education or work

Since version v2.4 there are two new macros that offer a better possibility to add your employment or education history to the short CV. Listing 14 shows how the commands can be used.

```
\firma{<Period>}{<Name of your job>}
\schule{<Period>}{<Name of your education/school>}
```

Listing 14: Adding your employment/education history

[4] This documentclass can be used to create high quality CVs in different colors and designs.

Although these commands are easy to use, the chronological order of the entries must be set by the user. Listing 15 shows the source code that was used to create figure 3.

```
\begin{Diplomandenvorstellung}
\diplomand{Max~Mustermann}
{12.12.2012 in St.P\"olten}
{XY-Street 14}
{3100 St.P\"olten}
{\schule{2010--2015}{HTBLuVA St.P\"olten,
department for electrical\\ engineering}
 \schule{2006--2010}{Lower secondary school XY}}
{max.muster@xy.at}
{Images/bild}
\end{Diplomandenvorstellung}
```

Listing 15: An example for a short CV

3.7. Header and footer

For the setup of the header and footer the *KOMA-script* package `scrpage2.sty` is used. The style is defined in the template package `etdipa` and should not be modified. Do not use other header-packages than `scrpage2` with `etdipa`, otherwise you will get warnings or errors.
If the header does not show up in your document you may not have used the `\mainmatter` or `\frontmatter` command. In this case you can get the predefined style by using `\setmyheadings` at the beginning of your document.

The author of a page in the project documentation should always be listed in the footer. Therefore the `\responsible` macro was defined – see listing 16.

```
\responsible{<Name1>, <Name2>}
```

Listing 16: Authors names in the footer

3.8. Page and chapter numeration

Mostly documentations consist of three parts. Every part has a specific page and chapter enumeration. To toggle these numeration styles some basic LaTeX commands must be used.

1. *Frontmatter*, contains everything that is not part of your main text (e.g.: Contents, CV,. . .)
2. *Mainmatter*, contains your main text
3. *Appendix*, contains additional documents like datasheets and so on

All the necessary lists – except for the table of contents – are located after the appendix and therefore must be included after the appendix in your master document.

The commands for toggling the enumeration are:

```
1 \frontmatter %
2 \mainmatter %
3 \appendix %
```

Listing 17: Toggling the enumeration within your document

4. Basic typographical rules

Every kind of document follows some simple typographical rules. Like Till Tantau says: "keep it as simple as possible" [3, translated, page 48–52]). The readers' attention should be drawn to your text, not to a confusing layout. Thus, you should know some simple rules [2]:

1. Hyphenations are typeset with - (- in LaTeX)
   Domains, e.g. page numbers with "page 40–50" (-- in LaTeX)
   Dashes with – and a space before and after[5] (-- in LaTeX)

2. There should be a small space between a number and its unit. Units are never typeset in *italics*.
   e.g.: $I = 12\,\mathrm{A}$ (`$I = 12\,\mathrm{A}$`)

3. Only use acronyms when they are necessary and keep it simple for the reader.

4. Align and numerate long equations (in LaTeX this can be obtained by the math environments *displaymath, align, gather,...*)

5. Use protected spaces that a name is never torn apart into its pieces e.g. `S.~Laube`

6. Use small spaces to make large numbers more readable
   e.g.: $1.782\,135\,567$ (`$1.782\,135\,567$`)

4.1. Labels and referencing

Cross referencing is one of the great strenghts of LaTeX. Thus, one should never write a sentence like: "`Figure 1 shows...`". This sentence contains two mistakes. At first, LaTeX uses so called *labels* to get the cross references right. Second, references are always typeset with a protected space between text and number.
A typographically correct cross reference starts when the target element is included into the document. At that point the user has to set a unique label for this element. Further, that unique label contains the number of the included element – for example the label returns 1 if your element is the float "Figure 1".

[5] That is how it is done in Europe and the UK, the USA [1, 2] is using—without a space before and after the dash.

```
% Sections
\section{Test}\label{sec:test}

% Pictures
\label{pic:test}
% Figures / Diagrams
\label{fig:test}

% Tables
\label{tab:test}
```

Listing 18: Setting labels

All the created labels can be used within the text to refer to the desired element – see listing 19.

```

Figure~\ref{pic:test} shows ...
```

Listing 19: Correct cross referencing

A. Packages

The following listing 20 shows all the packages that are by default loaded by the template. Thus, these packages need not be loaded by the user.

```
% style
\usepackage[scale=0.75]{geometry}
\usepackage[automark]{scrpage2}
% encoding and fonts
\usepackage[utf8]{inputenc}
\usepackage[T1]{fontenc}
\usepackage{textcomp}
% language
\usepackage[english, naustrian]{babel}
% color
\usepackage[dvipsnames]{xcolor}
% floats
\usepackage{graphicx}
\usepackage{tabularx}
\usepackage{listings,scrhack}
\usepackage[printonlyused,withpage]{acronym}
\usepackage{array}
\usepackage{float}
%TikZ
\usepackage[europeanresistors,
            europeaninductors]{circuitikz}
\usetikzlibrary{arrows,automata,positioning}
\usepackage{pgfgantt}
% math packages
\usepackage{amsmath,amssymb}
% others
\usepackage{pdfpages}
\usepackage{etdipa}
\usepackage{todonotes}
% hyperlinks
\usepackage[colorlinks=true,
            linkcolor=black,
            citecolor=green,
            bookmarks=true,
            urlcolor=blue,
            bookmarksopen=true]{hyperref}
```

Listing 20: Packages loaded by the template

B. Template-specific macros

```
% version number
\ETdipaversion
% puts the author in
% the footer
\responsible{#1}
% header and footer
\setmyheadings
% title page
\dokumenttyp{#1}
\and
\professor{#1}
\schuljahr{#1}
\place{#1}
% affidavit
\unterschrift{#1}
% short CV
\firma{#1}{#2}
\schule{#1}{#2}
\diplomand{#1}{#2}{#3}{#4}{#5}{#6}{#7}
\breite{#1}
% colors
\dipacolor{#1}
ETred
IForange
ELyellow
MBblue
WIgreen
% name variables
\dipvorname
\dankname
\eidname
% affidavit text
\@@eid@text
% environments
\begin{Diplomandenvorstellung}
\end{Diplomandenvorstellung}
\begin{Eid}
\end{Eid}
\begin{Danksagung}
\end{Danksagung}
\begin{Literatur}
\end{Literatur}
%'zero' environments by Prof. Haager
\begin{zeroitemize} % auch mit description und enumerate
\end{zeroitemize}
% lists
```

```
\dipalistoffigures
\dipalistoftables
% additional commands
\TikZ
\Masse % GND Symbol (TikZ)
\S % Y-connection symbol
\D % delta connection symbol
\DS % delta-Y connection symb.
\SD % Y-delta connection symb.
% TabularX-extension by Prof. Haager
L / C / R % as column-type
```

Listing 21: List of all template-specific macros

C. Additional information for teachers

This section is for teachers or supervisors of projects who use this template. Please read this section before you introduce the template to your students/colleagues.

The preparation of every part of the documentation is very essential and should be done carefully.

C.1. Design setup

At first you should think about the look of the design you want to use. It is also possible to change the look every year or two.

You can either save your setup as a TEX file which is then included on top of the documentation – see section 2.2, or you help your students/colleagues setting up the document rules.

C.1.1. Document type

On top of your document – or better: in the preamble – you need to specify the type of your documentation, for example "project documentation" or "final exam project" or something other that fits your project.

The standard document type is set to the German word *DIPLOMARBEIT*, but it can easily be changed – listing 22 shows how.

```
%% Set document type
\dokumenttyp{DIPLOMARBEIT}% or
\dokumenttyp{PROJECT DOCUMENTATION}% or
\dokumenttyp{BIOLOGY PROJECT}% anything is possible
```

Listing 22: Changing the document type

C.1.2. Title page

A very critical part in your document is the title page. Since it is only possible to replace the title picture with the current version v2.6 of this template, you will have to have a look at the LaTeX *titlepage* environment and the *maketitle* command, if you want to completely change the title page look.

The whole document is licensed with the LaTeX Project Public License, so you are allowed to modify everything – including the documentation – to meet your own needs.

C.1.3. Colors

The color of the short CV is another thing supervisors have to worry about. This template was originally written for the upper secondary school HTL St.Pölten in Lower Austria. Thus, the five department colors of the school are predefined by the template:

> ETred

> ELyellow

> MBblue

> IForange

> WIgreen

If you do not want to use one of the predefined colors, you could easily define your own one, like it is shown in listing 23.

```
1 % Color definition
2 \definecolor{ETred}{RGB}{255,0,0}
3
4 % Set the color for your CV
5 \dipacolor{ETred}
```

Listing 23: Defining your own color

C.1.4. Name variables

Name variables are an essential feature of the template, since the standard names are in German. The English translation for every name variable is automatically set, if the babel option 'english' is used. Furthermore the name variables can be changed manually – see listing 24.

```
% Short CV
\dipvorname{Short student introduction}
% Acknowledgement
\dankname{Acknowledgement}
% Affidavit
\eidname{Affidavit}
```

Listing 24: Changing name variables

C.1.5. Printing

In Austria most of the final year project documentations are printed in a one-side format. Nevertheless the twoside option is supported by the template and can be used if necessary. In case you do not know how two change this option, please have a look at listing 25.

```
% twoside option enabled
\documentclass[twoside,paper=a4,12pt]{scrreprt}
% twoside option disabled
\documentclass[paper=a4,12pt]{scrreprt}
```

Listing 25: The twoside option

C.1.6. Fonts

The font for sans-serif texts was changed to be *Helvetica*. All the other ones are still the LaTeX default fonts.

C.1.7. Affidavit

To keep things simple for the user the text for the affidavit is predefined in the `etdipa` package. If one would like to change the text[6] he or she has to copy the LaTeX source code from listing 26 into the target document's preamble and add the new text for the affidavit.

```
\makeatletter
    \long\def\@@eid@text{
                        %% put your text here
                    }
\makeatother
```

Listing 26: Changing the text of the affidavit

[6] since this is an English manual you will have to, because the original text is written in German

C.1.8. Leave a note

There is one thing I want you to do: If your school or company is using my template officially, please let me know. Just write an email with the name and city of your institution. I am not going to publish the information I get from your institution – the purpose of this question is to get a personal list of schools/companies that use the template. Thank you in advance.

C.2. TEXnical additions

C.2.1. Definition of various dimensions

The following paragraphs explain the internal dimensions that were used to create the short CV macro `\diplomand`. An optical representation of the dimensions can be seen in figure 4.

Width of the whole CV. The value of this dimension is set to be about two thirds of `\textwidth`, namely `0.6\textwidth`. This value should be appropriate for page margins up to 30% – therefore the scaling factor of the page could be lowered to $scale = 0.7$.

```
1 \newlength{\@width@dpl}
2 \setlength{\@width@dpl}{0.6\textwidth}
```

Listing 27: Width of the whole short CV

Distance between picture and frame. Another new dimension is the distance between the picture and the surrounding frame. The default distance is 1 mm and the default line width is Ti*k*Z's internal default value.

```
1 %Distance picture<->frame
2 \newlength{\@sep@dpl}
3 \setlength{\@sep@dpl}{1mm}
```

Listing 28: Dimension of the frame-picture distance

Default width of the picture. To enable any user of this template to change the picture's width the `\breite`[7] macro was defined. Listing 29 shows how the commands and dimensions related to the picture's width were defined and how the width could be set by a user.

[7] German word for *width*

```
% macro definition make the
% width dimension accessible
\let\@breite\relax
\providecommand{\breite}[1]{\gdef\@breite{#1}}

% defining a default value for the width
\newlength{\@default@breite}
\setlength{\@default@breite}{3cm}
% set the value
\breite{\@default@breite}
```

Listing 29: Definition of the picture's width

C.2.2. Dimensions of the short CV

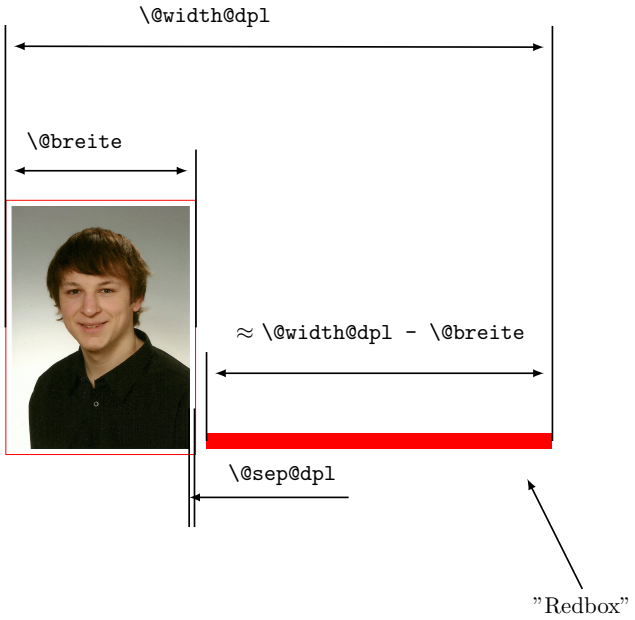

Figure 4: Dimensions within the short CV

Note: Figure 4 is to demonstrate the relations between the different dimensions. As you may notice, there is a ≈ sign in there. That is because even the figure does not describe the dimensions as they really are, but it is more likely to understand the things this way.

References

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The references above contain all the sources I used to create and document the `etdipa`-template. Furthermore they could be useful for any user of this template.