



# An Absolute Beginner's Guide to LaTeX

INTERNATIONAL EDITION

ANIMESH KARN

# **An Absolute Beginner's Guide to LaTeX**

INTERNATIONAL EDITION

MORE BOOKS BY THE AUTHOR

An Introduction to Applied Mathematics for Economics

Decisions that Changed India

Transforming Indian Economy

Economics for Managers

Principles of Business Economics

# An Absolute Beginner's Guide to LaTeX

INTERNATIONAL EDITION

ANIMESH KARN

*Assistant Professor*

*Amity School of Economics*

*Amity University Jharkhand*

*Ranchi*

Cogent  Publishing

---

London Madrid **Paris** Brussels

# **An Absolute Beginner's Guide to LaTeX**

INTERNATIONAL EDITION

ISBN-13

© 2023 **Animesh Karn**

Published as print-to-order paperback by **Cogent Publishing**

Cover by artists from **Deviant Art**

Typesetting and formatting by **Animesh Karn**

Typeset in **Century Schoolbook** and **Source Sans Pro** using **LaTeX2<sub>ε</sub>**

All rights reserved. No part of this publication may be reproduced or distributed in any form or by any means, stored in a database or retrieval system, without the prior written permission of the author.

*LaTeX: Because life is too short for bad typography.*

# Contents

- Preface ..... 1
- 1 | Introduction ..... 2
  - Comparison between LaTeX and Microsoft Word..... 3
- 2 | Setting-up a LaTeX Development Environment ..... 4
- 3 | Basic Document Structure and Organization..... 7
  - Document Classes in LaTeX..... 8
  - The Article Document Class ..... 9
  - The Book Document Class ..... 10
- 4 | Creating A Basic Document in LaTeX ..... 12
  - Generating PDF ..... 13
- 5 | Text Formatting and Document Styling ..... 14
  - Font Styling ..... 15
  - Using a Specific Font ..... 16
  - Changing Font Size ..... 17
- 6 | Adding Images and Graphics..... 18
- 7 | Creating Lists and Tables ..... 20
  - Changing Bullet Point Symbols and Labels ..... 21
  - Creating Tables ..... 22
- 8 | Equations and Mathematical Notations ..... 25
- 9 | Creating Bibliographies and Citations ..... 27
  - Citations ..... 28
- 10 | Creating Cross-references..... 29
  - Using hyperref Package..... 30
  - Using cleveref Package ..... 31
- 11 | Creating Specialized Documents ..... 33
- 12 | Changing Document Layout and Page Formatting ..... 38
- 13 | Creating Custom Templates and Styles ..... 41
- 14 | Using Packages and Macros ..... 44
- 15 | Advanced Customization and Automation Techniques ..... 46
- 16 | Best Practices for Organizing and Structuring Documents ..... 49
- 17 | Debugging and Resolving Common Issues ..... 51
- 18 | Recap ..... 53

19   Final Thoughts and Next Steps .....	54
20   Resources for Further Learning .....	55
Books.....	55
Online Resources .....	56





# Preface

Are you tired of struggling to format your large and complex documents? Have you ever wished for a more professional-looking document that is easier to create and modify? If so, then this book is for you.

LaTeX is a powerful typesetting software that is used by academics, scientists, and professionals around the world to create beautiful and professional-looking documents. Whether you are writing a research paper, a thesis, or a book, LaTeX can handle even the most complex documents with ease.

But, if you have never used LaTeX before, it can seem daunting and overwhelming. *An Absolute Beginner's Guide to LaTeX* will help you get started.

This book is designed for anyone who has had no prior exposure to LaTeX or other typesetting software. The book is written in a simple and easy-to-follow style, with plenty of examples and step-by-step instructions. It will guide you through the basics of LaTeX, including creating documents, formatting text, and adding tables and images. By the end of this book, you will have the skills and knowledge to create beautiful and professional-looking documents with ease.

I believe that anyone can learn LaTeX, regardless of their technical background or experience. All you need is a willingness to learn and a desire to create professional-looking documents. So, whether you are a student, an academic, or a professional, I invite you to join us on this journey into the world of LaTeX.

# 1 | Introduction

LaTeX is a typesetting system that is widely used in the academic and scientific community for creating professional quality documents, such as research papers, theses, and books. It is particularly well-suited for documents that contain a lot of mathematical notation and technical content.

LaTeX uses a markup language similar to HTML or XML, where the user specifies the structure and layout of the document using a series of commands, rather than using a graphical interface like a word processor. This markup is then processed by a LaTeX compiler to create a high-quality, typeset document in a variety of formats, most commonly PDF.

LaTeX provides a wide range of tools and features that make it well-suited for creating complex and technical documents, such as:

1. A powerful system for typesetting mathematical equations, symbols, and notation.
2. A wide range of formatting and layout options, including custom page sizes, margins, and headers/footers.
3. Built-in support for creating bibliographies, cross-references, and citations.
4. A vast collection of pre-built templates and styles, as well as the ability to create custom templates.
5. The ability to easily include figures, tables, and other types of media in documents.

Due to its powerful feature set, LaTeX is particularly well-suited for creating professional-quality documents in fields such as mathematics, physics, computer science, engineering, and economics, but it can be used to typeset any kind of document. It is also widely used in the academic community for creating research papers, theses, and books.

## Comparison between LaTeX and Microsoft Word

LaTeX and Microsoft Word are both word processing software, but they have some key differences in terms of their design philosophy, features, and target audience:

**Design Philosophy:** While LaTeX uses a markup language to specify the structure and layout of the document, Microsoft Word uses a graphical interface and what-you-see-is-what-you-get (WYSIWYG) approach to formatting. LaTeX separates the *content* of the document from its *formatting* freeing the writer to concentrate on the task of writing while the formatting is taken care of by the software.

**Target Audience:** Primary users of LaTeX are the academic and scientific community; it is particularly well-suited for creating technical and mathematical documents. On the other hand, Microsoft Word is intended for general use by public and businesses and can create a variety of different document types.

**Typesetting Capabilities:** LaTeX is excellent for typesetting mathematical notation and symbols, providing a wide range of formatting options. Microsoft Word is good for basic typesetting in a variety of document types, but is not as advanced as LaTeX.

**Document Structure:** In LaTeX, user must specify the structure and layout of the document using a series of commands; in Microsoft Word, user can create document structure and layout using a graphical interface.

**Customization:** While LaTeX has extensive customization options, including the ability to create custom templates and styles, Microsoft Word has limited customization options, mostly through the use of built-in templates and styles.

**Compatibility:** LaTeX is compatible with a wide range of platforms and runs on all major operating systems, Microsoft Word is limited to Windows and macOS only.

In summary, LaTeX is a more powerful and flexible tool for creating professional-quality documents, particularly those that include a lot of mathematical notation and technical content, while Microsoft Word is a more versatile and user-friendly tool that is well-suited for a wide range of document types and is more accessible to the general public.

## 2 | Setting-up a LaTeX Development Environment

Setting up a LaTeX development environment involves a few steps:

1. **Install a LaTeX distribution:** There are several LaTeX distributions available, such as TeX Live, MiKTeX, and MacTeX. Each distribution includes all of the necessary files and tools to create and process LaTeX documents.
2. **Install a text editor:** A text editor is required to write and edit LaTeX code. Some popular options include TeXworks, TeXstudio, and Sublime Text.
3. **Install a compiler:** The LaTeX code needs to be compiled into a document format, such as PDF. A compiler, such as pdfLaTeX, XeLaTeX, or LuaLaTeX, is required to do this. Most text editors have built-in support for these compilers, so you may not need to install a separate compiler.
4. **Install a bibliography management software:** Many users of LaTeX rely on a bibliography management software such as BibTeX, or Biber to manage their references. Most text editors have built-in support for reference management, so you may not need to install a separate software.
5. **Install a viewer:** You will need a viewer to preview the generated document, such as Adobe Acrobat Reader, Okular, or Foxit Reader. All modern operating software have built-in browsers that are capable of displaying PDF files.
6. **Install additional packages (optional):** Some LaTeX documents may require additional packages to be installed. These packages can be found on the CTAN (Comprehensive TeX

Archive Network) website and can be installed manually or by using the package manager of your LaTeX distribution.

Strictly speaking, the only software that you need to install is a LaTeX distribution—everything else is already present in any computer that runs on a modern operating software. For example, once you install LaTeX on a Windows computer, you can write LaTeX codes in the built-in Notepad software taking care only to save it with a `.tex` extension instead of the default `.txt`. This file can now be compiled and run to from commands through Windows Terminal and the resulting document can be viewed in the built-in Edge browser.

In a computer running a Unix-based operating system such as a Linux distribution (Red Hat, Fedora, Debian, Ubuntu, LinuxMint, etc.), the process is similar. You can write your document in the Vim (or Nano), save it with `.tex` extension, compile and run on the BASH Terminal and view the resulting document in Okular (or Evince). The piece of software that you use for writing, compiling, and viewing will depend on the specific distribution you are using. But, the point is that all of them are pre-installed in the computer; you only need to install a LaTeX distribution.

On an Apple computer running on macOS, the available LaTeX distribution, MacTeX, installs a text editor-cum-compiler and a bibliography manager. You can write and compile the document in the editor itself. And if you prefer, create your bibliography in the reference management software call it inside your document. The resulting document can be viewed in macOS's built-in Preview software.

Irrespective of the operating system you use (Windows, macOS, Linux), certain LaTeX text editors have an in-built previewer that can displays your compiled PDF side-by-side of the LaTeX document that you are typing. This is an excellent way of keeping track of the document under construction at every stage of text, images, tables or other objects you write or insert in it.

At the same time, it is also worth mentioning that there are some online tools that allow you to write, compile and preview LaTeX documents without the need of installing anything on your computer, such as Overleaf and ShareLaTeX.

### **What is CTAN?**

CTAN stands for the Comprehensive TeX Archive Network. It is a central location for storing and distributing TeX-related files and software.

CTAN hosts a vast collection of TeX packages, styles, fonts, and documentation that are available for free to anyone who wants to use them. The packages on CTAN are created and maintained by the TeX community, and they are designed to be used with a variety of TeX systems, including LaTeX.

CTAN is organized into several categories, such as fonts, macros, and documentation, making it easy to find the package you need. It also includes a search feature that allows you to search for packages by keywords or author names. CTAN is widely used by LaTeX users to find and install additional packages that are not included in their TeX distribution. Some popular packages that are available on CTAN include the Tikz and PGF packages for creating graphics, the Biblatex package for bibliography management, and the Beamer package for creating presentations.

In addition to the packages, fonts, and documentation, CTAN also hosts a variety of other resources that are useful for LaTeX users. Some examples include:

1. **Tools:** CTAN hosts a variety of tools that can be used to process TeX and LaTeX files, such as converters, format generators, and indexing tools.
2. **Templates:** CTAN provides a collection of templates for different types of documents, such as books, articles, and resumes, which can be used as a starting point for creating your own documents.
3. **Examples:** CTAN includes a collection of example files that demonstrate how to use various packages and macros, as well as how to create different types of documents.
4. **News and Announcements:** CTAN includes a section for news and announcements related to TeX and LaTeX, including new package releases, updates to existing packages, and upcoming TeX-related events.

Overall, CTAN is a one-stop-shop for TeX and LaTeX users, providing access to a wide range of resources that can be used to create high-quality documents, make your work more efficient, and expand your knowledge of TeX and LaTeX.

# 3 | Basic Document Structure and Organization

The basic structure of a LaTeX document is composed of the following elements:

1. **The preamble:** This is the section at the top of the document where you set up the document class, load packages, and define any new commands or environments.
2. **The document body:** This is the main section of the document where you write the content of the document.
3. **The end matter:** This is the section at the end of the document where you include any additional material such as bibliography, indexes, and appendices.

A typical LaTeX file will have the following structure:

```
\documentclass{class}
\usepackage{package1}
\usepackage{package2}
% ...

\begin{document}

% The document body goes here

\end{document}
```



The `\documentclass` command specifies the document class for the document, such as "article" or "book". The `\usepackage` commands are used to load additional packages that provide additional functionality for the document.

Within the `\begin{document}` and `\end{document}` commands, you can include various elements such as sections, paragraphs, lists, tables, images, and equations to organize and format the content of your document.

It is also common to include a separate file for the bibliography, which is typically named `bibliography.bib` and is referenced in the preamble of the main TeX file. The endmatter can include things like appendices, indexes, etc.

Overall, the basic structure of a LaTeX file is designed to be simple and flexible, allowing you to focus on the content of your document while providing a powerful set of tools for formatting and typesetting your document.

### **What does the % symbol imply?**

In LaTeX, the % symbol is used to indicate a comment. Anything that follows a % on a line will be ignored by the LaTeX compiler and will not be included in the final output. Comments are useful for including notes or explanations in your LaTeX code that do not need to be included in the final document.

For example, you might use a comment to explain why a certain piece of code is being used, or to remind yourself of something you need to do later.

It is also useful to use comments to temporarily disable a part of the code without having to delete it. This way, you can easily switch it back on later without having to retype it.

In general, comments are a useful tool for keeping your LaTeX code organized and readable, and they can help you to understand and modify your code more easily in the future.

## **Document Classes in LaTeX**

LaTeX provides a variety of document classes that you can use to set up the basic structure and layout of your document. Some of the most commonly used document classes include:

1. **article:** This is the default document class, and it is designed for writing articles or papers. It provides a simple layout with one column of text and a title page.
2. **report:** This document class is similar to the article class, but it is intended for longer documents such as reports, theses, and dissertations. It typically includes a table of contents and chapters.
3. **book:** This document class is intended for writing books, and it provides a layout with chapters and sections.
4. **letter:** This document class is used for writing letters and other types of correspondence.
5. **beamer:** This document class is used for creating presentations and slides, it is based on a different way to arrange the content and layout.
6. **memoir:** This class is intended for typesetting poetry and fiction, and it provides a flexible layout that can be easily customized.
7. **prospcr:** This class is also used for creating presentations and slides but it is based on LaTeX rather than beamer.

These are just a few examples of the many document classes available in LaTeX. Each class provides a different set of features and formatting options, so you can choose the one that best suits your needs.

## The Article Document Class

The article document class in LaTeX provides a simple layout and set of formatting options that are well-suited for writing articles, papers, or other short documents. Some of the main features of the article class include:

1. **One-column layout:** The article class uses a single column of text, which makes it well-suited for documents that are primarily text-based.
2. **Title page:** The article class includes a title page that can be used to display the title, author, and other information about the document.
3. **Sectioning:** The article class provides basic sectioning commands, such as `\section`, `\subsection`, and `\subsubsection`, that can be used to organize the content of the document.

4. **Paragraph formatting:** The article class includes commands for formatting paragraphs, such as `\indent` and `\noindent`, and it also provides commands for changing the font size and style of text.
5. **Lists:** The article class provides commands for creating lists, such as `\itemize` and `\enumerate`, which can be used to organize information in a clear and easy-to-read format.
6. **Figures and tables:** The article class provides commands for including figures and tables in the document, and it also provides a way to customize the placement and labeling of these elements.
7. **Bibliography:** The article class also provides a way to include a bibliography in the document and to cite references within the text.
8. **Customization:** The article class provides a set of options that can be used to customize the layout and formatting of the document, such as adjusting the margins, the font size, and the line spacing.

These are some of the main features and formatting options available in the article document class in LaTeX, but it is not an exhaustive list. The article class is a basic class, and it provides a good starting point for many types of documents, but it may not have all the features that you need for more specialized or complex documents.

## The Book Document Class

The book document class in LaTeX provides a number of features and formatting options for creating books and other long-form documents. Some of the key features of the book class include:

1. **Chapters and sections:** The book class provides a hierarchical structure for organizing your content, with chapters and sections for organizing your text into different levels of headings.
2. **Table of contents:** The book class automatically generates a table of contents, listing all the chapters and sections in your document, along with their page numbers.
3. **Frontmatter:** The book class provides special commands for formatting the frontmatter of your book, including the title page, preface, and dedication.
4. **Backmatter:** The book class also provides special commands for formatting the backmatter of your book, including the appendices, bibliography, and index.

5. **Page layout:** The book class sets the page layout to be two-sided, with mirrored margins, which is suitable for books, you can also customize the page layout using different options.
6. **Typography:** The book class provides a number of typographic features, such as automatic hyphenation and kerning, which help to improve the readability and appearance of your text.
7. **Customization:** The book class provides a wide range of options that allow you to customize the appearance of your book, such as adjusting the margins, font size, and line spacing.

These are some of the main features of the book document class, but there are many more options and commands available to fine-tune the formatting of your book, depending on your needs.

## 4 | Creating A Basic Document in LaTeX

Here is an example of how to create a simple document using the article document class in LaTeX:

1. Open a text editor, such as Notepad, and create a new file.
2. Enter the following code at the top of the file:

```
\documentclass{article}  
\begin{document}
```

This sets the document class to article and starts the document environment.

3. Next, add the title, author, and date of the document by using the following commands:

```
\title{My First LaTeX Document}  
\author{John Doe}  
\date{\today}
```

4. Add the maketitle command to generate the title page:

```
\maketitle
```

5. Write the content of your document between the `\begin{document}` and `\end{document}` commands.

6. Finally, close the document environment by adding the following command at the end of the file:

```
\end{document}
```

7. Save the file with the extension `.tex` (for example, `mydocument.tex`)

8. To generate the pdf file you will need to compile the latex code, this can be done using a latex compiler such as Texlive, Miktex or other.

9. The generated pdf will look like a simple document with the title, author and date on top, and the content written by you.

This is a basic example of how to create a document in LaTeX. You can add more advanced features such as sections, paragraphs, lists, images, tables, and equations by using the appropriate commands and packages.

## Generating PDF

To generate a PDF of a document written in LaTeX, you will need to use a LaTeX compiler. There are several popular LaTeX compilers to choose from, such as TeX Live, MiKTeX, and MacTeX. The process for generating a PDF will vary slightly depending on which compiler you are using, but generally, the steps are as follows:

1. Open the command prompt or terminal on your computer.
2. Navigate to the directory where your `.tex` file is located.
3. Type the command `pdflatex` followed by the name of your `.tex` file (without the `.tex` extension). For example, if your file is called `"mydocument.tex"`, you would type `pdflatex mydocument`.
4. Press enter to run the command. The compiler will read the `.tex` file, convert it into a PDF, and display any errors or warnings that may have occurred during the process.
5. If there are no errors, a PDF file with the same name as your `.tex` file will be generated in the same directory.
6. You can open the generated pdf using any pdf viewer.

Also, there are various graphical user interface (GUI) tools available, such as TeXstudio, TeXworks, and LyX, which provide a more user-friendly interface for compiling LaTeX files and generating PDFs. These tools can make the process of generating a PDF easier for beginners.

## 5 | Text Formatting and Document Styling

Most commonly used text formatting options in LaTeX are:

1. **Bold text:** To make text bold, use the `\textbf{text}` command. For example: `\textbf{This text will be bold.}`
2. **Italic text:** To make text italic, use the `\textit{text}` command. For example: `\textit{This text will be italic.}`
3. **Underlined text:** To underline text, use the `\underline{text}` command. For example: `\underline{This text will be underlined.}`
4. **Smallcaps text:** To make text smallcaps, use the `\textsc{text}` command. For example: `\textsc{This text will be in smallcaps.}`
5. **Colored text:** To color text, you can use the `\textcolor{color}{text}` command. For example: `\textcolor{red}{This text will be red.}`
6. **Text Sizing:** To change the size of text, you can use the `\tiny{text}`, `\scriptsize{text}`, `\footnotesize{text}`, `\small{text}`, `\normalsize{text}`, `\large{text}`, `\Large{text}`, `\LARGE{text}`, `\huge{text}`, and `\Huge{text}` commands.

These are just a few examples of the many formatting options available in LaTeX. You can also use different font styles, create custom margins, and add images, tables, and other elements to your document.

Most commonly used text formatting options in LaTeX are:

1. **Page layout:** You can change the page layout by using different document classes such as `book`, `report`, and `article`. Each class has its own default layout and formatting options.

2. **Headers and footers:** You can customize the headers and footers of your document using the `fancyhdr` package. This package allows you to add page numbers, chapter/section titles, and other information to the top and bottom of each page.
3. **Margins:** You can set custom margins for your document using the `geometry` package. This package allows you to set the margins for the top, bottom, left, and right sides of the page.
4. **Page numbering:** You can change the way page numbers are displayed using the `pagestyle` command. For example, you can use the plain style for no page numbers or the headings style for page numbers in the header.
5. **Lists and enumeration:** You can create lists and enumeration using the `itemize` and `enumerate` environments. These environments allow you to create bullet points and numbered lists respectively.
6. **Tables:** You can create tables in LaTeX using the `tabular` environment. You can use different styles to format the table, such as borders, background colors, text alignment, and more.
7. **Figures and Images:** You can include figures and images in your document using the `graphicx` package. This package allows you to insert images, resize and align them, add captions and labels, and create a list of figures.

These are just a few examples of the many styling options available in LaTeX. You can also use different font styles, create custom margins, add images, tables, and other elements to your document.

## Font Styling

The default font used in LaTeX is Computer Modern, which was created by Donald Knuth, the creator of TeX. Computer Modern is a family of typefaces that were specifically designed for use with TeX and LaTeX. The font family includes a variety of weights and styles, including serif, sans-serif, and monospace.

The font is designed to be highly legible and clear at all sizes, and it is optimized for use with TeX's typesetting algorithms. It is also considered to be a "metafont," meaning that it can be easily adjusted and modified to suit the needs of a particular document or project.



It is worth noting that LaTeX allows users to change the default font to other font family, by using packages like `fontspec`, `mathpazo`, `newtx`, `libertine`, `charter`, `lmodern`, `fourier`, `utopia` and many more.

## Using a Specific Font

There are several ways to use a specific font in LaTeX. One way is to use a package that provides support for that font, such as the `fontspec` package for using OpenType and TrueType fonts, or the `mathpazo` package for using the Palatino font.

Here is an example of how to use the `fontspec` package to change the font to Times New Roman:

```
\documentclass{article}
\usepackage{fontspec}
\setmainfont{Times New Roman}
\begin{document}
This text will be in Times New Roman.
\end{document}
```

Another way to use a specific font is to install the font on your system and then use the `\fontfamily` command to specify the font. For example, to use the Arial font, you can install it on your system and add the following command in the preamble of your document:

```
\renewcommand{\familydefault}{\sfdefault}
```

It is also possible to use different font for different languages. For example, the following command will use Times New Roman for English, and DejaVu for other languages:

```
\usepackage{fontspec}
\newfontfamily\englishfont[Ligatures=TeX]{Times New Roman}
\newfontfamily\otherfont[Ligatures=TeX]{DejaVu Sans}
```

It is important to note that not all fonts are available on all systems, so it is a good idea to check that the font you want to use is installed on the system that will be used to compile your document.

## Changing Font Size

The default font size in LaTeX depends on the document class you are using. For the standard classes such as `article`, `report`, and `book`, the default font size is 10pt. However, some classes such as `beamer` (for creating presentations) and `letter` (for writing letters) have different default font sizes.

It is also possible to change the font size by using commands such as `\tiny`, `\scriptsize`, `\footnotesize`, `\small`, `\normalsize`, `\large`, `\Large`, `\LARGE`, `\huge`, and `\Huge`. For example, the following command will change the font size to 12pt:

```
\documentclass{article}
\renewcommand{\normalsize}{\fontsize{12pt}{14pt}\selectfont}
\begin{document}
This text will be in 12pt font size.
\end{document}
```

Alternatively, it is also possible to use the `\fontsize` command to specify the font size in a more precise way. For example, the following command will set the font size to 12pt:

```
\documentclass{article}
\begin{document}
{\fontsize{12pt}{14pt}\selectfont This text will be in 12pt font
size.}
\end{document}
```

It is worth noting that changing the font size using these commands will affect the entire document, unless you use them only inside a group of braces `{}`.

## 6 | Adding Images and Graphics

Here are a few examples of adding images and graphics in LaTeX using the `graphicx` package:

1. **Inserting an image:** You can insert an image in your document using the `\includegraphics` command. This command takes the file name of the image as an argument.

```
\begin{figure}  
\centering  
\includegraphics[width=0.5\textwidth]{example-image}  
\caption{Example image}  
\label{fig:example}  
\end{figure}
```

2. **Resizing an image:** You can resize an image by specifying the width and height as a fraction of the text width or height.

```
\includegraphics[width=0.5\textwidth, height=4cm]{example-  
image}
```

3. **Aligning an image:** You can align an image using the `align` option. It takes the values left, center, right, top, bottom, and middle.

```
\includegraphics[align=center]{example-image}
```

4. **Adding a caption:** You can add a caption to an image using the `caption` command. It's placed inside the figure environment.

```
\begin{figure}  
\centering  
\includegraphics[width=0.5\textwidth]{example-image}  
\caption{Example image}  
\label{fig:example}  
\end{figure}
```

5. **Creating a list of figures:** You can create a list of figures by using the `\listoffigures` command. It's placed after the `\tableofcontents` command.

```
\tableofcontents  
\listoffigures
```

These are just some basic examples, but the `graphicx` package offers many more options for formatting and customizing images and figures in your document.

You also need to make sure that you have the package installed on your system, you can do it by adding `\usepackage{graphicx}` at the preamble of your document.

## 7 | Creating Lists and Tables

In LaTeX, lists can be created using the `enumerate`, `itemize`, and `description` environments.

The `enumerate` environment creates a numbered list. Each item in the list is preceded by a number. The starting number can be set using the optional argument, viz. `\begin{enumerate}[1.]` to start with 1.

```
\begin{enumerate}
\item First item
\item Second item
\item Third item
\end{enumerate}
```

The `itemize` environment creates a bullet point list. Each item in the list is preceded by a bullet point.

```
\begin{itemize}
\item First item
\item Second item
\item Third item
\end{itemize}
```

The `description` environment creates a list where each item is preceded by a label. The label is set using the `\item[label]` command.

```
\begin{description}
\item[First item] This is the first item
\item[Second item] This is the second item
\item[Third item] This is the third item
\end{description}
```

It is also possible to change the bullet point symbol or labels using package such as `enumitem`, `mdwlist`, and `paralist`.

## Changing Bullet Point Symbols and Labels

The `enumitem` package allows you to customize the appearance of lists, including changing the bullet point symbol or labels. To change the bullet point symbol in an `itemize` environment, you can use the `label` option and set it to the desired symbol. For example, to change the bullet point to a diamond symbol, you would use the following code:

```
\begin{itemize}[label=$\diamond$]
\item First item
\item Second item
\item Third item
\end{itemize}
```

To change the labels in an `enumerate` environment, you can use the `label` option and set it to the desired label. For example, to change the labels to lowercase letters, you would use the following code:

```
\begin{enumerate}[label=\alph*.]
\item First item
\item Second item
\item Third item
\end{enumerate}
```

The `mdwlist` package offers similar functionalities, it allows to change the labels of `enumerate` and `itemize` lists, as well as to define new list environments.

The `paralist` package provides commands for in-paragraph lists and other list-like environments. It provides more compact lists than the default `enumerate` and `itemize` environments.

```
\usepackage{paralist}
\begin{compactitem}
\item First item
\item Second item
\item Third item
\end{compactitem}
```

It is worth noting that you should use the package that fits your needs, because some of them may not be compatible with other packages or document classes.

## Creating Tables

In LaTeX, tables can be created using the `tabular` environment. The `tabular` environment requires a column specification, which determines the alignment and number of columns in the table. For example, to create a simple 2-column table, you would use the following code:

```
\begin{tabular}{l r}
\textbf{Column 1} & \textbf{Column 2} \\
Cell 1 & Cell 2 \\
Cell 3 & Cell 4 \\
\end{tabular}
```

In this example, `l` and `r` are column specifications that indicate left-aligned and right-aligned columns, respectively.

You can also use different column specification in a table like `c` for center-aligned, `p{width}` for a fixed width column, `|` for vertical lines between columns, `m{width}` for a fixed width column in math mode, `b` for bottom-aligned cell, `t` for top-aligned cell, `S` for aligning on a decimal point, `X` for breaking a line at this point.

You can also use additional packages like `booktabs` and `longtable` to create more advanced and professional looking tables in your document. The `booktabs` package provides commands for creating well-spaced and well-organized tables, and the `longtable` package allows you to create tables that span multiple pages.

```
\usepackage{booktabs}
\usepackage{longtable}
```

You can also use `tabularx`, `tabulary`, `supertabular`, `xtab`, `threeparttable` to create tables with different features.

It is important to note that creating tables in LaTeX can be quite complex, and there are many different packages and options available for fine-tuning the appearance and functionality of your tables. It is

recommended to learn the basics first and then move on to more advanced features.

To create a table using `tabularx`, you would use the following code:

```
\begin{tabularx}{\textwidth}{IX}  
\hline  
Column 1 & Column 2 \\  
\hline  
Row 1 & This is a long text that will take up multiple lines in the  
table cell. \\  
Row 2 & Short text. \\  
\hline  
\end{tabularx}
```

You can specify the width of the table in the first parameter; in this example, it is set to text width. The second parameter aligns the contents in the cell; using X specifies the text to expand and fill the cell and span over to next line if the text is long and does not fit in a single line. The `\hline` command will draw a horizontal line across the table.

To create tables using `tabulary`, you can use the following code:

```
\begin{tabulary}{\textwidth}{LCL}  
\hline  
Column 1 & Column 2 & Column 3 \\  
\hline  
Row 1 & 5 & 10 \\  
Row 2 & 8 & 20 \\  
\hline  
\end{tabulary}
```

The `supertabular` package is the predecessor of `longtable`. The syntax for using `supertabular` package is as follows:

```
\begin{supertabular}{|l|c|r|}  
\hline  
Column 1 & Column 2 & Column 3 \\  
\hline  
Row 1 & 5 & 10 \\  
Row 2 & 8 & 20 \\  
\hline  
\end{supertabular}
```



The `xtab` is an extended and somewhat improved version of `supertabular`. Its `xtabular` environment provides tables that break across pages. The `xtab` package can be used to create tables as follows:

```
\begin{xtabular}{lcr}
Column 1 & Column 2 & Column 3 \\
\hline
Row 1 & 5 & 10 \\
Row 2 & 8 & 20 \\
\end{xtabular}
```

The `threeparttable` package provides a scheme for tables that have a structured note section after the caption. This scheme provides an answer to the old problem of putting footnotes in tables by making footnotes entirely unnecessary. The syntax for its use is:

```
\begin{table}
\begin{threeparttable}
\begin{tabular}{lcr}
\hline
Column 1 & Column 2 & Column 3 \\
\hline
Row 1 & 5 & 10 \\
Row 2 & 8 & 20 \\
\hline
\end{tabular}
\begin{tablenotes}
\item[1] Note about the table.
\end{tablenotes}
\end{threeparttable}
\caption{Table caption}
```

The note section is created using the `tablenotes` environment and can contain multiple items to create individual notes. You can also change the font size of the notes by using commands such as `\small` or `\footnotesize`.

Please note that above codes are just examples; to use any package you need to import them first in the preamble.

## 8 | Equations and Mathematical Notations

To write equations in LaTeX, you can use the `align` and `equation` environments or the `$...$` and `\[...\]` syntax. The `align` environment is used for multi-line equations and the `equation` environment is used for single-line equations. For example, to write a single-line equation, you can use the following code:

```
\begin{equation}
e^{i\pi} + 1 = 0
\end{equation}
```

Alternatively, you can use the `$...$` or `\[...\]` syntax for inline and displayed equations respectively.

```
$e^{i\pi} + 1 = 0$
```

Or, equivalently:

```
\[ e^{i\pi} + 1 = 0 \]
```

To write a multi-line equation, you can use the following code:

```
\begin{align}
f(x) &= x^2 \\
g(x) &= x^3 \\
h(x) &= f(x) + g(x)
\end{align}
```

In order to display mathematical symbols, you can use commands such as `\alpha`, `\beta`, `\gamma` for Greek letters and `\sin`, `\cos`, `\tan` for trigonometric functions, among many others.

In addition to the basic mathematical symbols, LaTeX also provides a variety of other tools for writing equations, such as:

1. **amsmath package:** This package provides additional mathematical symbols and environments such as matrices (`matrix`, `pmatrix`, `bmatrix`, etc.), cases (`cases`), and alignments (`aligned`, `gathered`, `split`, etc.).
2. **amssymb package:** This package provides additional mathematical symbols such as blackboard bold letters, double-struck letters, script letters, and more.
3. **mathtools package:** This package extends the functionality of the `amsmath` package and provides additional tools such as the `dcases` environment, `mathclap` command, and more.
4. **physics package:** This package provides mathematical symbols and commands commonly used in physics and engineering, such as vector notation, bra-ket notation, and more.
5. **tikz-cd package:** This package provides a visual way to create commutative diagrams using the TikZ graphics library.

Overall, LaTeX provides a powerful and flexible system for writing mathematical equations, and with the help of these packages and environments, you can easily write and format complex mathematical expressions.

## 9 | Creating Bibliographies and Citations

To create a bibliography in a LaTeX document, you will need to use a bibliography management tool such as BibTeX or Biber. The basic steps for creating a bibliography in LaTeX include:

1. Create a separate .bib file that contains the bibliographic information for the sources you are citing in your document. This file should be formatted using the BibTeX format.
2. In your LaTeX document, use the `\cite` command to cite sources in your text. The `\cite` command should include the key of the source in the .bib file.
3. Use the `\bibliography` command to specify the location of your .bib file. This command should be placed at the point where you want the bibliography to appear in your document.
4. Use the `\bibliographystyle` command to specify the bibliography style you wish to use. Common styles include plain, alpha, and unsrt.
5. Run LaTeX, BibTeX, and LaTeX again on your document in order to generate the bibliography. This process is called bibliography generation.
6. If you are using Biber instead of BibTeX, you need to run LaTeX, Biber, and LaTeX again on your document to generate the bibliography.

The bibliography will be generated at the point where the `\bibliography` command is placed, and will be formatted according to the specified bibliography style.

## Citations

In LaTeX, citations are typically done using the `\cite{key}` command, where "key" refers to the unique identifier for the source in your bibliography file. The `\cite` command will insert a citation in the text, typically in the form of a number or author-date format, and will also include the corresponding entry in the bibliography at the end of the document.

For example, if you have the following entry in your bibliography file:

```
@book{knuth1986texbook,  
  title={The TeXbook},  
  author={Knuth, Donald E.},  
  year={1986},  
  publisher={Addison-Wesley}  
}
```

You can cite this entry in your document by using the command `\cite{knuth1986texbook}`. This will insert a citation in the text, such as "[1]" or "Knuth (1986)", and will also include the full bibliography entry in the bibliography at the end of the document.

You can also use citation commands like `\citep` and `\citet` for citation which will give you the citation in author-year or author-only format.

### **How to include a reference that is not cited in the text but is included as an entry in bibliography?**

To include an entry in the bibliography that is not cited in the text, you can use the `\nocite{key}` command. This command allows you to specify a bibliography entry by its key, without actually citing it in the text.

For example, if you want to include an entry with key "Smith2000" in the bibliography but not cite it in the text, you can use the command `\nocite{Smith2000}`. This will include the entry for "Smith2000" in the bibliography, even if it is not cited in the text.

## 10 | Creating Cross-references

To create cross references in LaTeX, you can use the `\label` and `\ref` commands. The `\label` command is used to label a specific part of the document, such as a section, figure, or table, and the `\ref` command is used to refer to that labeled part.

For example, to create a cross reference to a section, you would first label the section using the `\label` command:

```
\section{Introduction}\label{intro}
```

Then, to reference this section elsewhere in your document, you would use the `\ref` command, like so:

```
This section is a brief introduction to the topic, as discussed in  
Section~\ref{intro}.
```

You can also use `\pageref` to reference page numbers.

```
As discussed on page~\pageref{intro}.
```

Additionally, you can also use the `hyperref` package which provides a number of additional cross-referencing features, including the ability to create hyperlinks within the PDF document.

The `hyperref` package is used to create hyperlinks within a document, including links to citations, figures, tables, and other parts of the document. It can be used to create bookmarks, change the appearance of links, and add a table of contents to the PDF file. The package can be included in the preamble with the command:

```
\usepackage{hyperref}
```

You can also use the `cleveref` package which gives more flexibility and features for cross-referencing, such as automatically formatting the type of the reference (e.g., "Section 2" instead of "section 2").

The `cleveref` package is used to improve the formatting of cross-references in a document. It automatically detects the type of reference (e.g. "Figure" or "Table") and formats the reference accordingly. It can also be used to create a list of figures or tables. The package can be included in the preamble with the command:

```
\usepackage{cleveref}
```

Both packages can be used together by including them in the preamble as:

```
\usepackage{hyperref}  
\usepackage{cleveref}
```

It is also recommended to use `\cref` command instead of `\ref` to get the better formatting of cross-references with `cleveref` package.

## Using hyperref Package

Here is an example of how to use the `hyperref` package to create a link to a website:

```
\usepackage{hyperref}  
...  
\href{http://www.example.com}{Visit our website}
```

You can also create a link to a specific location within a document using the `\label` and `\ref` commands:

```
\section{Introduction}\label{sec:intro}  
...  
As discussed in Section~\ref{sec:intro}, ...
```

To create a link to a specific page in the pdf document, you can use the `\pageref` command:

On page~\pageref{sec:intro} of this document, we introduced...

You can also customize the appearance of the links by setting options such as the color, font, and style using the `\hypersetup` command:

```
\usepackage{hyperref}
\hypersetup{
  colorlinks=true,
  linkcolor=blue,
  filecolor=magenta,
  urlcolor=cyan,
}
```

You can also use the `\autoref` command to automatically format the text of the reference based on the type of object being referred to, for example, "Section 1" instead of "section 1".

## Using cleveref Package

The `cleveref` package is a powerful LaTeX package for creating cross-references in a document. It provides a set of commands for referencing various document elements, such as sections, figures, tables, equations, etc. It also automatically adjusts the text of the reference to match the context. By default, it will use "fig." when referring to a figure in a sentence, and "eq." when referring to an equation in a sentence.

Here are some examples of how to use the `cleveref` package:

- To reference a section, use the `\cref` command, e.g.  
`\cref{sec:introduction}`
- To reference a figure, use the `\Cref` command, e.g.  
`\Cref{fig:example}`
- To reference an equation, use the `\cref` command, e.g.  
`\cref{eq:example}`
- To reference a table, use the `\Cref` command, e.g.  
`\Cref{tab:example}`



Using `\Cref` instead of `\cref`, produces capitalized and expanded references. For example, `\Cref` will generate "Section", "Figure", and "Equation" instead of "section", "fig.", and "eq.".

In addition to these commands, `cleveref` also provides a `\Creffrange` command for referencing a range of elements, such as figures, tables, etc. and `\cpageref` command for referencing page numbers of a particular element.

### The `cleveref` Package in a LaTeX Document

```
\documentclass{article}
\usepackage{cleveref}

\begin{document}
\section{Introduction}\label{sec:introduction}
This is the introduction section.

\begin{figure}
\caption{Example figure}\label{fig:example}
\end{figure}

\begin{equation}\label{eq:example}
E=mc^2
\end{equation}

\begin{table}
\caption{Example table}\label{tab:example}
\end{table}

As shown in \cref{sec:introduction}, \Cref{fig:example} and
\cref{eq:example} are important.

\end{document}
```

**Note** that one has to include the `\usepackage{cleveref}` command in the preamble and also the labels in the respective sections, figures, tables and equations.

# 11 | Creating Specialized Documents

There are many packages and document classes available in LaTeX for creating specialized documents such as resumes, posters, and presentations. Some examples include:

- **Resumes:** The `moderncv` package provides a clean, professional-looking layout for creating a resume or CV.
- **Posters:** The `a0poster` package allows for the creation of large posters with a variety of customization options.
- **Presentations:** The `beamer` package is a popular choice for creating presentations, providing a wide range of templates, themes, and features.

To use any of these packages, you need to include them in the preamble of your document and then use the appropriate commands and environments to create the desired layout and formatting.

For example, to create a resume using the `moderncv` package, you would need to include the package in the preamble and use commands such as `\name`, `\address`, and `\education` to add your personal information and work history.

Using the `moderncv` package, you can add or remove sections as per your need. You may also customize the layout and design of the CV by changing the options in the `\documentclass` and `\moderncvstyle` commands.

Here is an example of a basic CV template using the `moderncv` package:

```

\documentclass[11pt,a4paper]{moderncv}
\moderncvstyle{classic}
\moderncvcolor{blue}
\usepackage[scale=0.75]{geometry}

\name{John}{Doe}
\title{Curriculum Vitae}
\address{123 Main Street}{Anytown, USA 12345}
\phone[mobile]{(123) 456-7890}
\email{john.doe@email.com}

\begin{document}

\makecvtitle

\section{Education}
\cventry{Year--
Year}{Degree}{Institution}{City}{\textit{Grade}}{Description}
\cventry{Year--
Year}{Degree}{Institution}{City}{\textit{Grade}}{Description}

\section{Experience}
\cventry{Year--Year}{Job Title}{Employer}{City}{}{Description}
\cventry{Year--Year}{Job Title}{Employer}{City}{}{Description}

\section{Skills}
\cvitem{Skill 1}{Description}
\cvitem{Skill 2}{Description}

\section{Languages}
\cvitem{Language 1}{Description}
\cvitem{Language 2}{Description}

\section{Interests}
\cvitem{Interest 1}{Description}
\cvitem{Interest 2}{Description}

\end{document}

```

Similarly, to create a poster, you would need to include the package in the preamble and use commands such as `\begin{columns}` and `\end{columns}` to create columns of text and images. Here is an example of code for creating a poster using the `beamerposter` package in LaTeX:

```
\documentclass{beamer}
\usepackage[size=a0,orientation=portrait]{beamerposter}
\title{The Title of My Poster}
\author{My Name}
\date{\today}

\begin{document}

\begin{frame}
\maketitle
\end{frame}

\begin{frame}{Introduction}
\begin{block}{Background}
Some text here describing the background and context of the
research.
\end{block}
\begin{block}{Research question}
The main question or objective of the research.
\end{block}
\end{frame}

\begin{frame}{Methods}
\begin{block}{Data collection}
Details about how the data was collected.
\end{block}
\begin{block}{Data analysis}
Methods used for analyzing the data.
\end{block}
\end{frame}

\begin{frame}{Results}
\begin{block}{Key findings}
Summary of the main results.
\end{block}
\end{frame}
```

*Continued...*

```
\begin{columns}
\begin{column}{0.5\textwidth}
\begin{figure}
\includegraphics[width=\linewidth]{figure1.png}
\caption{Caption for figure 1.}
\end{figure}
\end{column}
\begin{column}{0.5\textwidth}
\begin{figure}
\includegraphics[width=\linewidth]{figure2.png}
\caption{Caption for figure 2.}
\end{figure}
\end{column}
\end{columns}
\end{frame}

\begin{frame}{Conclusion}
\begin{block}{Key takeaways}
Summary of the main conclusions and implications of the
research.
\end{block}
\begin{block}{Future work}
Potential directions for future research.
\end{block}
\end{frame}

\end{document}
```

Note that this is a basic example and you can customize the poster according to your needs. You will also need to include the appropriate packages and images in your project directory for the code to compile correctly.

And, to create a presentation using the beamer package, you would need to include the package in the preamble and use commands such as `\begin{frame}` and `\end{frame}` to create individual slides.

Here is an example of a basic LaTeX code for creating a presentation using the beamer package:

```

\documentclass{beamer}
\usepackage[utf8]{inputenc}
\usepackage{graphicx}
\title{My Presentation}
\author{Your Name}

\begin{document}
\begin{frame}
\titlepage
\end{frame}

\begin{frame}
\frametitle{Introduction}
\begin{itemize}
\item Item 1
\item Item 2
\item Item 3
\end{itemize}
\end{frame}

\begin{frame}
\frametitle{Section 1}
\begin{itemize}
\item Subitem 1
\item Subitem 2
\item Subitem 3
\end{itemize}
\end{frame}

\begin{frame}
\frametitle{Conclusion}
Thank you for your attention.
\end{frame}
\end{document}

```

This code includes the basic structure of a presentation with a title page, introduction, section, and conclusion. You can add more frames and customize the content as per your requirement. The beamer package provides many options for customizing the presentation such as themes, colors, and layouts.

## 12 | Changing Document Layout and Page Formatting

To change the document layout in LaTeX, you can use different document classes, packages and commands. Here are a few examples.

Use the "geometry" package to change the page layout. For example, you can use the following code to set the margins of the document to 1 inch on all sides:

```
\usepackage[margin=1in]{geometry}
```

Use the "fancyhdr" package to change the header and footer of the document. For example, you can use the following code to create a custom header with a centered title and page number:

```
\usepackage{fancyhdr}
\pagestyle{fancy}
\fancyhead[C]{\textsc{\leftmark}}
\fancyfoot[C]{\thepage}
```

Change the font size of the document using the "\fontsize" command. For example, you can use the following code to set the font size to 12pt:

```
\fontsize{12pt}{14pt}\selectfont
```

Use the "layout" package to change the layout of the document. For example, you can use the following code to change the layout of the document to a two-column layout:

```
\usepackage{layout}  
\layout{2}
```

Use the "changepage" package to change the layout of specific parts of the document. For example, you can use the following code to change the margins of a specific section of the document:

```
\usepackage{changepage}  
\begin{adjustwidth}{1cm}{1cm}  
% Your text here  
\end{adjustwidth}
```

These are just a few examples, there are many other packages and commands available to change the layout of the document, you may need to consult the documentation of the package or command for more information on how to use them.

To change the document formatting in LaTeX, you can use various commands and packages that allow you to change the font, font size, text color, background color, margins, line spacing, and many other formatting options. Some examples of these commands and packages include:

- The `\textbf`, `\textit`, and `\texttt` commands can be used to change the font style to bold, italic, and monospace, respectively.
- The `\fontsize{size}{skip}` command can be used to change the font size. The size parameter is the size of the font, and the skip parameter is the space between lines.
- The `\color{color}` command can be used to change the text color. The color parameter can be any valid color name or code.
- The `\setlength{\parindent}{length}` command can be used to change the indentation of the first line of a paragraph. The length parameter is the amount of indentation in points or millimeters.
- The left and right margins of the document can be changed by using the commands, `\addtolength{\leftmargin}{length}` and `\addtolength{\rightmargin}{length}`. The length parameter is the amount to increase or decrease the margin by.

There are also many packages available that provide additional formatting options. Some of the most popular ones include:



- geometry package which allows you to change the page size, margins and other layout settings
- fancyhdr package which allows you to customize the header and footer of your document
- titlesec package which allows you to change the format of section and chapter headings
- fontspec package which allows you to use different font families other than the default LaTeX font.

You can use these commands and packages by including them in the preamble of your LaTeX document, before the `\begin{document}` command, and then using them throughout your document as needed.

# 13 | Creating Custom Templates and Styles

To create a custom template in LaTeX, you can start by creating a new .tex file and defining the preamble (i.e. the header information) for your document. In the preamble, you can specify the document class, any packages you want to use, and any custom macros or commands you want to define.

For example, you can create a custom template for a report by using the report document class and including packages such as geometry, fancyhdr, and graphicx for custom page layout, headers and footers, and inserting images, respectively. You can also define custom macros for things such as colors and font styles that you will use throughout the document.

Once you have created your template, you can save it as a .tex file and use it as the starting point for all your future documents. You can also make copies of it and modify as per your requirement.

Here is a simple example of a custom template for a report:

```
\documentclass[11pt]{report}
\usepackage[margin=1in]{geometry} % set the margins
\usepackage{fancyhdr} % for custom headers and footers
\usepackage{graphicx} % for inserting images

% Define custom macros
\definecolor{myblue}{RGB}{0,0,255}
\newcommand{\mysection}[1]{\textbf{\color{myblue} #1}}
```

*Continued...*

```
% Set the headers and footers
\pagestyle{fancy}
\fancyhf{}
\rhead{My Report}
\lhead{Author Name}
\cfoot{\thepage}

\begin{document}

\mysection{Introduction}
\input{Introduction.tex}

\mysection{Methods}
\input{Methods.tex}

\mysection{Results}
\input{Results.tex}

\mysection{Discussion}
\input{Discussion.tex}

\mysection{Conclusion}
\input{Conclusion.tex}

\end{document}
```

You can then use this template as a starting point for your report and add your content to the appropriate sections.

To create custom styles in LaTeX, you can use the `\newcommand` or `\renewcommand` macros to define your own commands. For example, to create a custom style for emphasis, you can use the following code:

```
\newcommand{\myemph}[1]{\textit{#1}}
```

Then, you can use the `\myemph` command in your document to add emphasis to specific text.

Alternatively, you can use the `\newenvironment` or `\renewenvironment` macros to define custom environments. For

example, to create a custom environment for a note or warning, you can use the following code:

```
\newenvironment{mynote}
{\begin{center}\begin{tabular}{|p{0.8\textwidth}|}\hline\textbf{
f{Note:} }
{\hline\end{tabular}\end{center}}
```

Then you can use the `\begin{mynote}` and `\end{mynote}` commands to add a note or warning to specific parts of your document.

It is also possible to create custom styles using packages like `titlesec` and `titling`. You can create custom styles by creating your own class file using `\documentclass{myclass}` and defining the layout and formatting in the class file.

### How to Create Custom Class?

You will need to create a new `.cls` file containing the code defining the layout, formatting, and other features of your class. Here is an example of a basic file defining a new class called "myclass":

```
\NeedsTeXFormat{LaTeX2e}
\ProvidesClass{myclass}
\LoadClass{article}
\RequirePackage{geometry}
\geometry{a4paper, margin=2cm}
\RequirePackage{xcolor}
\definecolor{mycolor}{RGB}{0,0,255}
\renewcommand{\familydefault}{\sfdefault}
\RequirePackage{titlesec}
\titleformat{\section}{\Large\bfseries\color{mycolor}}{\thesecti
on}{1em}{}{}
```

In this example, the class "myclass" is based on the standard "article" class. It uses the `geometry` package to set the page size and margins, the `xcolor` package to define a custom color, and the `titlesec` package to change the formatting of section headings. Once you have created your `.cls` file, you can use it in your document by including the following line at the top of your `.tex` file: `\documentclass{myclass}`. You will also need to make sure that your `.cls` file is in the same directory as your `.tex` file, or that it is accessible through TeX's file search path.

## 14 | Using Packages and Macros

In LaTeX, packages and macros are used to extend the functionality and capabilities of the typesetting system. Packages are collections of code that provide additional features and formatting options, such as the ability to insert graphics, create tables, or format text in a specific way. Macros, on the other hand, are small pieces of code that can be used to automate repetitive tasks or to create custom commands and environments.

To use a package or macro in a LaTeX document, it must first be included in the document's preamble using the appropriate command, such as `\usepackage` or `\newcommand`. Once a package or macro has been included, it can be used throughout the document to achieve the desired effect. It is worth noting that some packages have additional options and settings that can be customized to suit the specific needs of a document. Here are a few examples of using macros in LaTeX:

### 1. Defining a new command:

```
\newcommand{\myname}{John Doe}
```

This creates a new command called `\myname` which, when called, will output "John Doe".

### 2. Defining a command with arguments:

```
\newcommand{\add}[2]{#1 + #2}
```

This creates a new command called `\add` which takes two arguments. When called, for example as `\add{3}{4}`, it will output "3 + 4".

### 3. Defining a command with default values for arguments:

```
\newcommand{\greet}[1][Hello]{#1, World!}
```

This creates a new command called `\greet` which takes one optional argument. If no argument is provided when calling the command, it will output "Hello, World!" by default. If an argument is provided, for example as `\greet[Bonjour]`, it will output "Bonjour, World!"

4. Defining a command to reuse existing commands with different options:

```
\newcommand{\mysection}[1]{\section*{\textbf{#1}}\addcontentsline{toc}{section}{#1}}
```

This creates a new command called `\mysection` which takes one argument, it creates a new section which is not numbered and add it to the table of contents.

# 15 | Advanced Customization and Automation Techniques

Advanced customization and automation techniques in LaTeX allow you to streamline your workflow and improve the quality of your documents. These techniques include:

1. **Creating custom macros and packages:** You can create your own macros and packages to automate repetitive tasks, such as formatting text or creating custom commands.

2. **Using external tools:** There are several external tools available for LaTeX, such as Makefiles, which can help automate the process of building and compiling documents.

3. **Scripting:** You can use scripting languages, such as Python or Perl, to automate tasks related to your LaTeX project, such as converting images or generating tables.

4. **Creating custom document classes:** You can create your own document classes to customize the layout and formatting of your documents.

5. **Using version control:** You can use version control systems, such as Git, to keep track of changes to your LaTeX documents and collaborate with others.

6. **Using integrated development environments (IDEs):** There are several IDEs available for LaTeX, such as TeXstudio, which provide a more user-friendly interface for editing and building documents.

7. **Automating the build process:** You can use tools like latexmk or rubber to automate the build process and make it more efficient.

You have already learnt about creating custom macros, classes, and packages. These are just the tip of the proverbial iceberg; there is a lot more to learn and master.

Integrated development environments make the workflow of creating, visualizing, and finalizing LaTeX documents much convenient even for a new learner. But, it is always advisable to master the basics first and then graduate up to using an IDE.

There are a lot of LaTeX IDEs available—each with its own features and characteristics. Some of the most popular IDEs are: TeXStudio, TeXmaker, LaTeX Base, and LaTeX Workshop. Apart from standalone IDEs, LaTeX documents can be created in other applications, such as Emacs and Notepad++, using plugins.

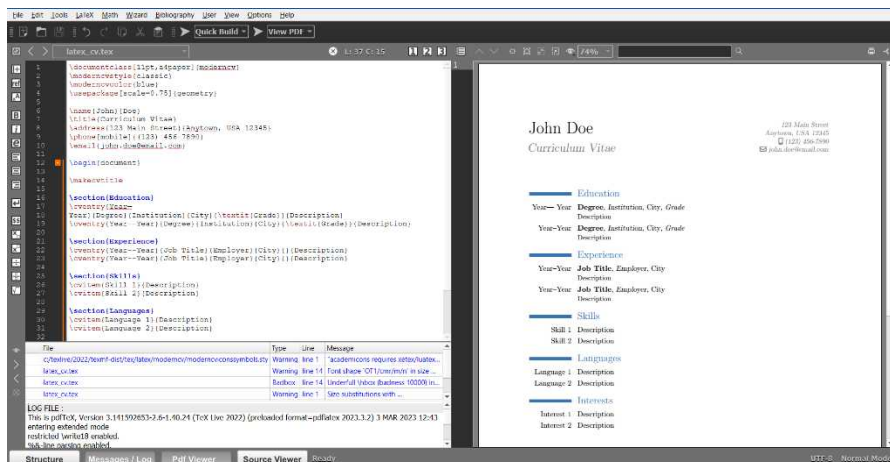


Figure 1: TeXMaker IDE with LaTeX code on left-pane and document preview on right-pane

Apart from these, online development tools, such as Overleaf and Authorea, provide a web browser-based interface that is similar to the other IDEs, without the need for the user to install any software on his computer.

A very popular software, LyX, needs to be mentioned here. It is an open-source document processor that uses LaTeX as processing engine while providing the user with a graphical interface. Most of the LaTeX commands can be accessed through interface menus and used with a click of the mouse. For more complex coding and formatting need, LyX allows the user to directly input the LaTeX code in a special text box and



the software seamlessly integrates it within the general structure of the document and produces the desired output.

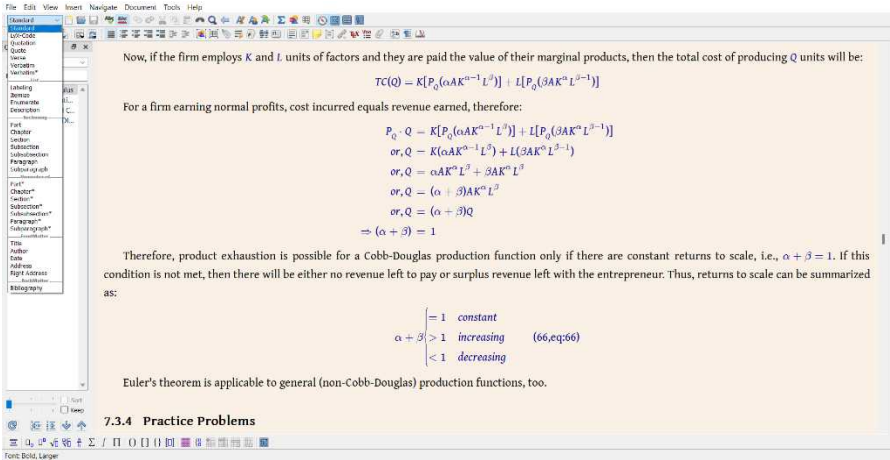


Figure 2: LyX with complex mathematical notations and LaTeX menus

It must be emphasized that although LyX uses LaTeX, it is *not* LaTeX. The default filename extension is `.lyx` and it cannot be parsed as a `.tex` file. But LyX can export a document in a variety of formats, including the default PDF and `.tex`. The `.tex` file obtained by exporting a LyX document might need some cleaning and code tweaking to make it work perfectly as a native LaTeX file.

Another versatile piece of software is worthy of mention here. Pandoc is a Haskell programming language library for converting from one markup format to another and a command-line tool that uses this library. It can convert between numerous markup and word processing formats, including various flavors of Markdown, HTML, LaTeX, and Microsoft Word docx. To convert a LaTeX file into a Microsoft Word file, you can use a command like this:

```
pandoc input.tex -o output.docx
```

Typing ‘pandoc’ into a terminal invokes the library and the ‘-o’ switch instructs it to convert the input file into an output file in the desired format as indicated by the filename extension.

# 16 | Best Practices for Organizing and Structuring Documents

Following are some of the best practices for organizing and structuring your LaTeX documents:

1. Use a consistent file naming convention, such as using lowercase letters and separating words with underscores or hyphens.
2. Create a main file that acts as the root document, and use this file to include all other files in the project.
3. Use subdirectories to organize different types of files, such as images, bibliography files, and custom class files.
4. Use comments to explain the purpose of different sections of the document and to make it easier to navigate the code.
5. Use version control software, such as Git, to keep track of changes made to the document and to collaborate with others.
6. Use a template or pre-existing class file as a starting point for your document, and customize it to suit your needs.
7. Keep the preamble at the top of the document, before the document body. This makes it easy to find and change the document's settings.
8. Keep the preamble clean and organized, and only include packages and macros that are essential for the document.
9. Use packages and macros sparingly and only when necessary, to avoid clutter and confusion.
10. Use comments to explain the purpose of different sections and macros.
11. Break up the document into smaller files if it becomes too large or complex. This can be done by using the `\input` or `\include` command to include external files.

12. Keep the document structure simple and easy to follow, with clear headings and subheadings that indicate the flow of the content.
13. Use a consistent indentation and formatting style throughout the document to improve readability and make it easier to understand the structure of the document.
14. Use a consistent style for tables, figures, and other elements to improve the overall visual design of the document.
15. Use the same bibliography style throughout the document and ensure that all citations are consistent and accurate.

Test the document regularly to ensure that it looks and behaves as expected, and use a spell checker to check for typographical errors.

# 17 | Debugging and Resolving Common Issues

Following are some useful tips for debugging your LaTeX code and resolving common issues in running and compiling it:

- **Check the log file for error messages:** When LaTeX encounters an error, it will output an error message to a log file. This log file can be found in the same directory as the main .tex file and will have the same name as the file with the .log extension.
- **Use the "Show" button in your LaTeX editor:** Many LaTeX editors have a "Show" button that will take you to the location of an error in the document.
- **Use the preview function:** Many LaTeX editors have a preview function that allows you to see the document as it will appear in the final output. This can be useful for catching errors that may not be obvious from the source code.
- **Check for missing packages:** Some errors may be caused by missing packages. If you see an error message related to a package, make sure that the package is installed and included in your document.
- **Check for mismatched delimiters:** LaTeX uses delimiters to indicate the start and end of certain elements, such as math mode or environments. Make sure that all delimiters have a matching opening and closing symbol.
- **Use the "Find" function:** Many LaTeX editors have a "Find" function that allows you to search for specific text in your

document. This can be useful for finding missing citations or other errors.

- **Check the documentation:** If you are unsure about how to use a particular command or package, check the documentation. Most LaTeX packages come with detailed documentation that can be found online.

The most common error message in LaTeX is ‘undefined control sequence’. This message appears when LaTeX does not understand one of the commands you have used. Just check if you have positioned the backslash (\) properly!

## 18 | Recap

LaTeX is a typesetting system commonly used for technical and scientific documents. It is particularly useful for document with complex layouts, mathematical equations, and bibliographies. There are different ways to install LaTeX, such as using a distribution like MiKTeX or TeX Live. There are also alternatives to LaTeX such as LyX and TeXmacs.

The basic document structure of a LaTeX file consists of a preamble, where the document class and packages are declared, and the body, where the content of the document is written. LaTeX allows for text formatting, styling, and the creation of lists, tables, equations and bibliographies. There are also various packages available for added functionality such as hyperref and cleveref for cross-referencing and enumitem, mdwlist, and paralist for customizing lists. It is also possible to create custom classes and macros for automating repetitive tasks.

Some best practices for organizing and structuring a LaTeX project include keeping the preamble organized, using version control, and commenting code. Common issues in LaTeX can be resolved by checking the log files and using online resources such as forums and documentation.

There are many resources available for learning LaTeX, including books and online tutorials.

## 19 | Final Thoughts and Next Steps

Once you have the basics down, there are many other resources available, for learning more advanced techniques and customizing your documents, including books on LaTeX, online tutorials and forums, and specialized packages and macros for creating specific types of documents.

As you continue to learn and use LaTeX, it is important to stay up-to-date with the latest developments and best practices, and to seek out help and advice from others in the community. With practice and experience, you'll be able to create high-quality documents that are tailored to your specific needs and requirements.

## 20 | Resources for Further Learning

### Books

1. "The LaTeX Companion" by Michel Goossens, Frank Mittelbach, and Alexander Samarin (1994).
2. "LaTeX: A Document Preparation System" by Leslie Lamport (1994).
3. "LaTeX Graphics Companion" by Michel Goossens and Sebastian Rahtz (1997).
4. "The LaTeX Web Companion" by Michel Goossens and Sebastian Rahtz (1998).
5. "LaTeX for Complete Novices" by Thomas A. Thompson (1999).
6. "LaTeX for Word Processors" by Andrew Roberts (1999).
7. "LaTeX for Linux" by Bernice S. Lipkin (2000).
8. "LaTeX: Tips and Techniques" by Antoni Diller (2002).
9. "LaTeX: An Introduction to the Document Preparation System" by Helmut Kopka and Patrick W. Daly (2003).
10. "LaTeX Graphics Using TikZ" by Till Tantau (2007).
11. "A Guide to LaTeX" by Helmut Kopka and Patrick W. Daly (2007).
12. "LaTeX Beginner's Guide" by Stefan Kottwitz (2008).
13. "LaTeX and Friends" by Denis Roegel (2009).
14. "LaTeX Cookbook" by Stefan Kottwitz (2010).
15. "LaTeX for Scientists and Engineers" by Andrew Roberts (2010).



16. "LaTeX for Dummies" by Helmut Kopka and Patrick W. Daly (2011).
17. "LaTeX for Writers" by Scott Pakin (2011).
18. "LaTeX: A Document Preparation System" by Leslie Lamport (2012)
19. "LaTeX for Linguists" by Petya Osenova (2013)
20. "LaTeX for Humanities" by Michael J. Downes (2013)
21. "LaTeX for Mathematicians" by Alexander R. Perlis (2014)
22. "LaTeX for Computer Scientists" by Oetiker+Partners (2014)
23. "LaTeX for Lawyers" by Mark G. Sobell (2015)
24. "LaTeX for Scientists and Engineers" by Andrew Roberts (2015)
25. "LaTeX: A Beginner's Guide" by George Gratzer (2016)
26. "LaTeX: Typesetting the Future" by David Carlisle (2017)
27. "LaTeX: The Art of Typesetting" by Janine Walker (2018)
28. "LaTeX: A Complete Guide" by John Collins (2019)
29. "LaTeX: The Power of Typesetting" by Andrew Roberts (2020)
30. "LaTeX: The Future of Typesetting" by David Carlisle (2021)

## Online Resources

1. The LaTeX Project website (<https://www.latex-project.org/>)
2. ShareLaTeX (<https://www.sharelatex.com/>)
3. Overleaf (<https://www.overleaf.com/>)
4. The LaTeX Wikibook (<https://en.wikibooks.org/wiki/LaTeX>)
5. LaTeX Templates (<https://www.latextemplates.com/>)
6. LaTeX Community (<https://www.latex-community.org/>)
7. LaTeX Tutorial (<http://www.andy-roberts.net/writing/latex>)
8. LaTeX for Beginners (<https://www.latex-tutorial.com/>)
9. Overleaf (<https://www.overleaf.com/>)
10. ShareLaTeX (<https://www.sharelatex.com/>)
11. TeX Users Group (<https://tug.org/>)
12. LaTeX on Reddit (<https://www.reddit.com/r/LaTeX/>)
13. LaTeX on Stack Exchange (<https://tex.stackexchange.com/>)
14. LaTeX on GitHub (<https://github.com/topics/latex>)
15. LaTeX on YouTube ([https://www.youtube.com/results?search\\_query=latex](https://www.youtube.com/results?search_query=latex))

16. LaTeX on Coursera (<https://www.coursera.org/courses?query=latex>)
17. LaTeX on Khan Academy ([https://www.khanacademy.org/search?page\\_search\\_query=latex](https://www.khanacademy.org/search?page_search_query=latex))
18. LaTeX on Udemy (<https://www.udemy.com/topic/latex/>)
19. LaTeX on Codecademy (<https://www.codecademy.com/learn/learn-latex>)
20. LaTeX on edX (<https://www.edx.org/learn/latex>)
21. LaTeX on Skillshare (<https://www.skillshare.com/search?query=latex>)
22. LaTeX on SoloLearn (<https://www.sololearn.com/Course/LaTeX/>)
23. LaTeX on Duolingo (<https://www.duolingo.com/topic/latex>)
24. LaTeX on Alison (<https://alison.com/topic/latex>)
25. LaTeX on OpenSesame (<https://www.opensesame.com/courses?search=latex>)
26. LaTeX on Pluralsight (<https://www.pluralsight.com/search?q=latex>)
27. LaTeX on LinkedIn Learning (<https://www.linkedin.com/learning/search?keywords=latex>)
28. LaTeX on Treehouse (<https://teamtreehouse.com/search?q=latex>)
29. LaTeX on Udacity (<https://www.udacity.com/topic/latex>)
30. LaTeX on Coursmos (<https://coursmos.com/courses?query=latex>)

## ABOUT THE BOOK

Are you tired of struggling to format your large and complex documents? Have you ever wished for a more professional-looking document that is easier to create and modify? If so, then this book is for you. LaTeX is a powerful typesetting software that is used by academics, scientists, and professionals around the world to create beautiful and professional-looking documents. Whether you are writing a research paper, a thesis, or a book, LaTeX can handle even the most complex documents with ease. If you have never used LaTeX before, it can seem daunting and overwhelming. That's why I have created this book, *An Absolute Beginner's Guide to LaTeX*, to help you get started. This book is designed for anyone who has had no prior exposure to LaTeX or other typesetting software. The book is written in a simple and easy-to-follow style, with plenty of examples and step-by-step instructions. It will guide you through the basics of LaTeX, including creating documents, formatting text, and adding tables and images. By the end of this book, you will have the skills and knowledge to create beautiful and professional-looking documents with ease. Anyone can learn LaTeX, regardless of their technical background or experience. All you need is a willingness to learn and a desire to create professional-looking documents.

## ABOUT THE AUTHOR



Animesh Karn is an Assistant Professor of Mathematical Economics Amity University Jharkhand. With over 18 years of teaching experience, he has taught at various institutions including ICFAI School of Marketing Studies, Hyderabad, Usha Martin Academy, Chandigarh, and St. Xavier's College, Patna. He is an alumnus of the Banaras Hindu University, Varanasi. An expert in econometrics and quantitative techniques with extensive research experience in economics of education, leadership management, and behavioral economics, Animesh has authored books on mathematical economics, managerial economics, public policy and Indian economy. He is an ardent advocate of using technology in education and skilling students with open-source tech like R, Python, and LaTeX.