

Formatting Instructions for COLM 2025 Conference Submissions

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Paper under double-blind review

Abstract

1 The abstract paragraph should be indented 1/2 inch (3 picas) on both
2 left and right-hand margins. Use 10 point type, with a vertical spacing of
3 11 points. The word *Abstract* must be centered and in point size 12. Two line
4 spaces precede the abstract. The abstract must be limited to one paragraph.

5 **1 Submission of conference papers to COLM 2025**

6 COLM requires electronic submissions, processed by <https://openreview.net/>. See
7 COLM’s website for more instructions. The format for the submissions is a variant of
8 the NeurIPS and ICLR formats. Please read carefully the instructions below, and follow
9 them faithfully.

10 **1.1 Style**

11 Papers to be submitted to COLM 2025 must be prepared according to the instructions
12 presented here.

13 Authors are required to use the COLM L^AT_EX style files obtainable at the COLM website.
14 Please make sure you use the current files and not previous versions. Tweaking the style
15 files may be grounds for rejection.

16 **1.1.1 Copy Options**

17 If your paper is ultimately accepted, the option `\final` should be set for the
18 `\usepackage[submission]{colm2025.conference}` command for the camera ready version.
19 The submission options is the default, and is to be used for all submissions during the
20 review process. It also turns on the line numbers. If you wish to submit a preprint, the
21 option `preprint` should be used.

22 **1.2 Retrieval of style files**

23 The style files for COLM and other conference information are available online at:

24 <http://www.colmweb.org/>

25 The file `colm2025_conference.pdf` contains these instructions and illustrates the various
26 formatting requirements your COLM paper must satisfy. Submissions must be made using
27 L^AT_EX and the style files `colm2025_conference.sty` and `colm2025_conference.bst` (to be
28 used with L^AT_EX2e). The file `colm2025_conference.tex` may be used as a “shell” for writing
29 your paper. All you have to do is replace the author, title, abstract, and text of the paper
30 with your own.

31 The formatting instructions contained in these style files are summarized in sections 2, 3,
32 and 4 below.

33 **2 General formatting instructions**

34 The text must be confined within a rectangle 5.5 inches (33 picas) wide and 9 inches (54 picas)
35 long. The left margin is 1.5 inch (9 picas). Use 10 point type with a vertical spacing of
36 11 points. Palatino is the preferred typeface throughout, and is mandatory for the main text.
37 Paragraphs are separated by 1/2 line space, with no indentation.

38 Paper title is 17 point and left-aligned. All pages should start at 1 inch (6 picas) from the top
39 of the page.

40 Please verify that any custom header information you may add does not override the style
41 defined in this document. This has been known to occur especially when submissions
42 are converted to a new template from a previous one (i.e., for re-submission to a different
43 venue).

44 Authors' names are set in boldface, and each name is placed above its corresponding address.
45 The lead author's name is to be listed first, and the co-authors' names are set to follow.
46 Authors sharing the same address can be on the same line.

47 Please pay special attention to the instructions in section 4 regarding figures, tables, ac-
48 knowledgements, and references.

49 There will be a strict upper limit of 9 pages for the main text of the initial submission, with
50 unlimited additional pages for citations.

51 We strongly recommend following arXiv's guidelines for making your paper friendly for
52 HTML conversion: https://info.arxiv.org/help/submit_latex_best_practices.html.

53 **3 Headings: first level**

54 First level headings are in lower case (except for first word and proper nouns), bold face,
55 flush left and in point size 12. One line space before the first level heading and 1/2 line
56 space after the first level heading.

57 **3.1 Headings: second level**

58 Second level headings are in lower case (except for first word and proper nouns), bold face,
59 flush left and in point size 10. One line space before the second level heading and 1/2 line
60 space after the second level heading.

61 **3.1.1 Headings: third level**

62 Third level headings are in lower case (except for first word and proper nouns), bold face,
63 italics, flush left and in point size 10. One line space before the third level heading and
64 1/2 line space after the third level heading.

65 **4 Citations, figures, tables, references**

66 These instructions apply to everyone, regardless of the formatter being used.

67 **4.1 Citations within the text**

68 Citations within the text should be based on the natbib package and include the authors' last
69 names and year (with the "et al." construct for more than two authors). When the authors or
70 the publication are included in the sentence, the citation should not be in parenthesis using
71 `\cite{}` (as in "See Vaswani et al. (2017) for more information."). Otherwise, the citation
72 should be in parenthesis using `\citep{}` (as in "Transformers are a key tool for developing
73 language models (Vaswani et al., 2017).").

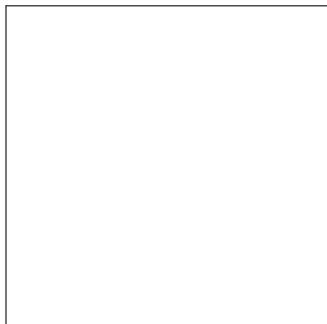


Figure 1: Sample figure caption.

74 The corresponding references are to be listed in alphabetical order of authors, in the REFER-
75 ENCES section. As to the format of the references themselves, any style is acceptable as long
76 as it is used consistently.

77 4.2 Footnotes

78 Indicate footnotes with a number¹ in the text. Place the footnotes at the bottom of the page
79 on which they appear. Precede the footnote with a horizontal rule of 2 inches (12 picas).²

80 4.3 Figures

81 All artwork must be neat, clean, and legible. Lines should be dark enough for purposes
82 of reproduction; art work should not be hand-drawn. Any text within the figure must be
83 readable. We ask to not use font sizes below `small`. We strongly recommend to use vector
84 representations (e.g., pdf or svg) for all diagrams. We strongly recommend positioning all
85 figures at the top or bottom of the page.

86 The figure number and caption always appear below the figure. Place one line space before
87 the figure caption, and one line space after the figure. The figure caption is lower case
88 (except for first word and proper nouns); figures are numbered consecutively. Make sure
89 the figure caption does not get separated from the figure. Leave sufficient space to avoid
90 splitting the figure and figure caption.

91 You may use color figures. However, it is best for the figure captions and the paper body to
92 make sense if the paper is printed either in black/white or in color.

93 4.4 Tables

94 All tables must be centered, neat, clean and legible. Do not use hand-drawn tables. The
95 table number and title always appear below the table. See Table 1. Please do not use font
96 sizes below `small` in tables. We recommend using `booktabs` or a similar package to style
97 tables. We strongly recommend positioning all tables at the top or bottom of the page.

98 Place one line space before the table title, one line space after the table title, and one line
99 space after the table. The table title must be lowercase (except for first word and proper
100 nouns); tables are numbered consecutively.

101 5 Final instructions

102 Do not change any aspects of the formatting parameters in the style files. In particular, do
103 not modify the width or length of the rectangle the text should fit into, and do not change

¹Sample of the first footnote

²Sample of the second footnote

PART	DESCRIPTION
Dendrite	Input terminal
Axon	Output terminal
Soma	Cell body (contains cell nucleus)

Table 1: Sample table title

104 font sizes (except perhaps in the REFERENCES section; see below). Please note that pages
105 should be numbered.

106 6 Preparing PostScript or PDF files

107 Please prepare PostScript or PDF files with paper size “US Letter”, and not, for example,
108 “A4”. The `-t letter` option on `dvips` will produce US Letter files.

109 Consider directly generating PDF files using `pdf1atex` (especially if you are a MiKTeX user).
110 PDF figures must be substituted for EPS figures, however.

111 Otherwise, please generate your PostScript and PDF files with the following commands:

```
112 dvips mypaper.dvi -t letter -Ppdf -G0 -o mypaper.ps  
113 ps2pdf mypaper.ps mypaper.pdf
```

114 6.1 Margins in LaTeX

115 Most of the margin problems come from figures positioned by hand using `\special` or other
116 commands. We suggest using the command `\includegraphics` from the `graphicx` package.
117 Always specify the figure width as a multiple of the line width as in the example below
118 using `.eps` graphics

```
119 \usepackage[dvips]{graphicx} ...  
120 \includegraphics[width=0.8\linewidth]{myfile.eps}
```

121 or

```
122 \usepackage[pdftex]{graphicx} ...  
123 \includegraphics[width=0.8\linewidth]{myfile.pdf}
```

124 for `.pdf` graphics. See section 4.4 in the graphics bundle documentation (<http://www.ctan.org/tex-archive/macros/latex/required/graphics/grfguide.ps>)

126 A number of width problems arise when LaTeX cannot properly hyphenate a line. Please
127 give LaTeX hyphenation hints using the `\-` command.

128 Author Contributions

129 If you’d like to, you may include a section for author contributions as is done in many
130 journals. This is optional and at the discretion of the authors.

131 Acknowledgments

132 Use unnumbered first level headings for the acknowledgments. All acknowledgments,
133 including those to funding agencies, go at the end of the paper.

134 **Ethics Statement**

135 Authors can add an optional ethics statement to the paper. For papers that touch on ethical
136 issues, this section will be evaluated as part of the review process. The ethics statement
137 should come at the end of the paper. It does not count toward the page limit, but should not
138 be more than 1 page.

139 **References**

140 Ashish Vaswani, Noam Shazeer, Niki Parmar, Jakob Uszkoreit, Llion Jones, Aidan N
141 Gomez, Łukasz Kaiser, and Illia Polosukhin. Attention is all you need. In
142 *Advances in Neural Information Processing Systems*, volume 30. Curran Associates,
143 Inc., 2017. URL [https://proceedings.neurips.cc/paper_files/paper/2017/file/
144 3f5ee243547dee91fbd053c1c4a845aa-Paper.pdf](https://proceedings.neurips.cc/paper_files/paper/2017/file/3f5ee243547dee91fbd053c1c4a845aa-Paper.pdf).

145 **A Appendix**

146 You may include other additional sections here.