Guide to **IMFUFALaTEX** 3.2

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**Abstract**

**IMFUFALaTEX** is a collection of **LaTeX** document classes that are being developed at IMFUFALaTEX.\(^1\) The original purpose was to provide classes suitable for writing texts in Danish. That was long ago, before the `babel`, `inputenc` and `fontenc` packages were introduced and made it very easy to write texts in ‘any’ language. During the years many stylistic adjustment and a few new commands have been added to **IMFUFALaTEX**, so although the ‘language problem’ hasn’t been a problem for several years, **IMFUFALaTEX** still has its *raison d’être*.

While the first versions were add-ons to Leslie Lamport’s standard classes, **IMFUFALaTEX** is now made as an extension of of Peter Wilson’s **memoir** class. The present paper only describes the extra features that **IMFUFALaTEX** provides. If you are going to use **IMFUFALaTEX**, it is highly recommended that you also consult Peter Wilson’s comprehensive manual to the **memoir** class.

**IMFUFALaTEX** is available from [http://dirac.ruc.dk/imfufalatex/](http://dirac.ruc.dk/imfufalatex/)

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\(^1\) IMFUFALaTEX (1978-2006) was an acronym for *Institut for studiet af Matematik og Fysik samt deres Funktioner i Undervisning, Forskning og Anvendelser*, that is, Department for the Study of Mathematics and Physics and Their Functions in Teaching, Research and Applications.
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1 The document classes

IMFUFa L\TeX defines the following five document classes which are all build on top of the memoir class: imfbook (books), imfreport (technical reports), imfart (articles), imfnote (shorter notes), and imfletter (letters). These classes always

- use the T1 font encoding,
- load the babel package with support for the Danish language – but other languages can also be loaded, see item 2 on page 6,
- set the input encoding to ansinew – but another input encoding can be selected using \inputencoding{encoding},
- use Latin Modern/Computer Modern Roman as the default font – but by giving a single option you can switch to Palatino, Times or Concrete, all with suitable math fonts (see item 1a below).

Since these classes all load Peter Wilson’s memoir class \[3\], you can of course also use the commands and options of that class.

1.1 Documentclass options

1. Options related to fonts.

a) By default the Latin Modern fonts are used. The user can change this with one of the following options:

- \texttt{palatino}: use Palatino.
  Palatino is used as the serif font and Helvetica as the sans serif font. The virtual Mathpazo font is used as math font. The leading is increased (e.g. 10/12 is changed to 10/13).
  See also Box 1.1 on the next page.
- \texttt{palatino9}: use the FPL-Neu version of Palatino, and Euler as math font.
- \texttt{fourier}: use Fourier-GUTenberg with Utopia as the serif font.
- \texttt{fouriernc}: use Fourier-GUTenberg with New Century Schoolbook as the serif font.
- \texttt{times}: use Times.
  Times is used as the serif font and Helvetica as the sans serif font. The virtual Mathptmx font is used as math font.
- \texttt{ccfonts}: use Concrete.
  Concrete is used for normal text and math, and Latin or Computer Modern sans serif semibold condensed is used as the bold family.
The document class option \texttt{palatino} selects Palatino as the main font. If the \texttt{FPL} fonts and version 9.2 of \texttt{psnfss} are installed, then the \texttt{IMFUFA \LaTeX} will use these. This means that we get true small caps (instead of scaled capitals), and in text mode we get the "old style" numbers (such as in 1685-1750).

\begin{box}
\textbf{Box 1.1} The Palatino font
\end{box}

- \texttt{nolmodern}: don’t use Latin Modern, but European Computer Modern.

b) With the option \texttt{pplleading} you can select the leading used with Palatino.

c) Some font families have more than one bold version. The standard Computer Modern Roman for example, comes with a \texttt{bold} and a \texttt{bold extended} version, and the default \LaTeX{} behaviour is to map \texttt{\textbf} (and \texttt{\textbf}) to the bold extended version.

The \texttt{IMFUFA \LaTeX} documentclasses, however, generally use the more elegant bold non-extended version, except in part and chapter headings. (A minor drawback of this is that \texttt{cmr} has no bold non-extended italic version.)

The option \texttt{boldx} switches back to the original \LaTeX{} version (i.e. bold = bold extended), whereas the option \texttt{noboldx} means never use bold extended (if a bold non-extended is available).

See also the section “The meaning of ‘bold’” on page 7.

2. babel options.

The \texttt{babel} package is loaded with Danish as default language. The user can give any other languages she wants as documentclass options, but due to the way \LaTeX{} handles documentclass options, the list of languages must include Danish, and the main language must be the last one in the list. Thus, if you are going to write a document in German with some quotations in Upper Sorbian, you would have to write something like

\begin{verbatim}
documentclass[danish,uppersorbian,ngerman]{imfbook}
\end{verbatim}

3. Mathematics: The option \texttt{amsmath} loads the \texttt{amsmath} package.

(The reason why there is a special option for loading the \texttt{amsmath} package is that the \texttt{IMFUFA \LaTeX} classes always load the \texttt{amsthm} package, and if a document uses both of the packages \texttt{amsmath} and \texttt{amsthm}, then \texttt{amsmath} has to be loaded before \texttt{amsthm}.)

1.2 Commands related to fonts

\textbf{Text companion fonts}

\texttt{IMFUFA \LaTeX} always loads the standard commands for accessing the various glyphs from the companion fonts, thus you can produce glyphs such as \textnumero, \copyright{} and \textregistered{} using the commands \texttt{\textnumero}, \texttt{\textdiscount}, \texttt{\textcopyright} and \texttt{\textregistered}.

\texttt{IMFUFA \LaTeX} also defines some extra commands:
• The font declaration \textcfont and the font command \textco select the text companion font. Example: \textco{[23]} produces [[23]].

• The Euro symbol € is produced by the standard command \texteuro or the IMFURA \texttt{\LaTeX} command \texttt{\euro} which can be used both in text and math mode. Usually you can also produce the Euro symbol simply by pressing the € key.¹

• The perthousand symbol % is produced by the command \textperthousand or \textpromille. These commands can be used in both text and math mode.

• The command \textcelsius produces the °C symbol (in text or math mode)

Oldstyle numbers

The command \textoldstylenums is redefined so that it uses the glyphs from the text companion font. Example: {\textbfseries The value is \textoldstylenums{3.14}} gives The value is 3.14.

Changing the absolute typesize

Usually the normal type size together with the relative size commands (\texttt{\large, small etc.}) is set once and for all through a document class option such as 12pt. The user might however want to change the normal type size (for example to set the appendices in a smaller size). The command \texttt{\setnormalsize} can be used for this purpose. It takes a single argument which should be the point size (i.e. one of the \texttt{\LaTeX} point sizes 9, 10, 11, 12, 14 or 17). Example: \texttt{\setnormalsize{9}}

The meaning of ‘bold’

As described on page 6 (item 1c) IMFURA \texttt{\LaTeX} uses two bold versions, bold and bold extended.

The font command \texttt{\textbx} (and the corresponding font declaration \texttt{\bxseries}) always selects the bold extended version (except when the option \texttt{noboldx} is given).

The font command \texttt{\textbn} (and the corresponding font declaration \texttt{\bnseries}) always selects the bold non-extended version.

Paragraphs

The command \texttt{\par} (or its alias ‘one or more lines whith whitespace’) starts a new paragraph. In ordinary text this is by default (in the standard \texttt{\LaTeX} classes as well as in \texttt{\LaTeX}m) done by skipping to the next line and making a certain indentation.

In some kinds of text, however, it is desirable to mark new paragraphs by inserting some extra vertical space but no indentation. The command \texttt{\imfufapar} switches to this paragraph style (within the current group).

¹ Linux users need to switch to the Latin 9 encoding (ISO-8859-15) (and use \texttt{\inputencoding{latin9}}) or Unicode (and use \texttt{\inputencoding{utf8}}).
1.3 The layout

There are some general adjustments of the layout common to all classes:

- Footnotes are written like this.\footnote{The \texttt{memoir} class has a number of commands that make it easy to change the appearance of footnotes, see section 13.1 of the \texttt{memoir} manual \cite{memoir_manual}.}
- The \texttt{quotation} environment is redefined so that it does not indent its first line.
- Lists are typeset using \texttt{tightlists} (from the \texttt{memoir} class) as the default list style. (Other possibilities are \texttt{defaultlists} (the classical \LaTeX{} style) and \texttt{firmlists}.)
- You can change the font used to typeset the labels in description environments with the command \texttt{descriptionlabelfont\{⟨fontcommands⟩\}}.
  Example: \texttt{descriptionlabelfont\{\normalfont\scshape\}}
- Captions in figures, tables and other floats are typeset in \texttt{small}; short captions are centered.

The page layout

The paper format is supposed to be A4.

A common rule of thumb is that the text height should be \(\frac{2}{3}\) of the paper height, and the text width should be \(\frac{2}{3}\) of the paper width. We use this in the \texttt{imfreport} and \texttt{imfnote} classes. It is easier to read lines that are not too long, so in the \texttt{imfbook} class the textwidth is slightly smaller (\(\frac{5}{9}\) of the paper width). The lower margin is twice the upper margin, and the outer margin is twice the inner margin (with twosided printing). Letters (section \ref{section2.2}) have longer lines.

Books and reports

\begin{itemize}
\item pagestyles
  The default page style in the document classes \texttt{imfbook} and \texttt{imfreport} is \texttt{lheadings} which prints an underlined header with section and chapter information and the folio. We also provide a page style \texttt{lheadings} which is similar to \texttt{lheadings}, except that the header rule extends into the outer margin, as in the standard pagestyle \texttt{companion}.

  The standard pagestyle \texttt{plain} writes the folio centered at the bottom of the page. In the \texttt{imfbook} and \texttt{imfreport} classes we also define a pagestyle \texttt{lplain} which writes the folio at the outside of the page (with twosided printing).
\item chapterstyles
  In \texttt{imfbook} and \texttt{imfreport} we define a new chapterstyle \texttt{section1} which is a slightly modified version of the \texttt{section} chapter style (the font size is \texttt{\Huge} instead of \texttt{\huge}, and it puts an emspace between the number and the name of the chapter). This chapterstyle is the default.
\end{itemize}
1.4 Boxes

The environment \texttt{fmpage} produces a framed minipage. It has (like a minipage) one mandatory argument \langle width\rangle and one optional argument \langle pos\rangle which defaults to c. The frame around the minipage is created by the standard command \texttt{fbox}, thus you can change \texttt{fboxrule} and \texttt{fboxsep} to adjust the appearance of the fmpage.

This is an \texttt{fmpage} of width 15em:

\begin{center}
Wer immer strebend sich bemüht, 
den können wir erlösen.
\end{center}

Furthermore, there are two float environments \texttt{ibox} and \texttt{jbox} which both put all their material in a framed box. The difference is that an \texttt{ibox} has its caption inside the frame (as in Box 1.1 on page 6) whereas a \texttt{jbox} has its caption below the frame (as in Box 2.2 on page 14). Furthermore the \texttt{jbox} caption can only be a simple caption (no optional arguments or subcaptions etc.).

The default width of an \texttt{ibox} or \texttt{jbox} is \texttt{textwidth}. You can change the width by changing the length \texttt{jboxwidth}.

Of course you can also use the framed boxes defined in the \texttt{memoir} class, see section 16.3 of [4].

1.5 Some useful commands

Quotation marks

To put quotation marks around some piece of text, you should use \texttt{\enquote{(text)}}.\footnote{Earlier versions of \texttt{IMFUFAL\LaTeX} defined a similar command \texttt{textqm}, but \texttt{\enquote} is in all respects the better of the two. For compatibility reasons we now define \texttt{textqm} to be an alias for \texttt{\enquote}.} (\texttt{\enquote} is defined in Philipp Lehman’s \texttt{csquotes} package \cite{csquotes} which is loaded by IMFUFAL\LaTeX.)

One of the advantages of \texttt{\enquote} is that it can use information from the \texttt{babel} package and thus the quote style will be language dependent. Here is an example with English and Danish; the input lines

\begin{verbatim}
% (the main language is english)
He said: \enquote{This is my \enquote{new} car.}
\begin{otherlanguage*}{danish}
Han sagde: \enquote{Det er min \enquote{nye} bil.}
\end{otherlanguage*}
\end{verbatim}

give

He said: “This is my ‘new’ car.”

Han sagde: »Det er min ’nye’ bil.«
Nicer fractions
The command \nicefrac{\langle top\rangle}{\langle bottom\rangle} typesets fractions of the form $\nicefrac{8}{13}$. The command can be used in text and math mode.

Text example: $\textbf{\nicefrac{8}{13}}$ gives $\nicefrac{8}{13}$.
Math example: $e^{-\nicefrac{8}{13}}$ gives $e^{-\nicefrac{8}{13}}$.

Empty pages
\emptypages{\langle noofpages\rangle} inserts \langle noofpages\rangle pages without text but with header and footer according the current page style. \emptypages{0} is the same as \clearpage. (See also [4, section 17.12].)

Ragged right
The command \RaggedRight is a less ragged version of the standard \LaTeX command \raggedright.

dvs.
In (older) Danish books you can see the glyph $\v$ which means “i.e.” or “that is” (in Danish “det vil sige”). The glyph is produced with the command \dvs

1.6 Some math commands
\LaTeX provides some useful maths commands.

• n-tuples:
The command \ntup makes generalized ‘n-tuples’: \ntup{\langle bin.op\rangle}{\langle x\rangle}{\langle n\rangle} prints $x_1\langle bin.op\rangle x_2\langle bin.op\rangle \cdots \langle bin.op\rangle x_n$; the default value of the binary operator \langle bin.op\rangle is $\,\cup\,.$
Examples:
\begin{verbatim}
$\ntup{x}{n} \quad \text{gives} \quad x_1, x_2, \ldots, x_n
$\ntup{[+]}{y}{m} \quad \text{gives} \quad y_1 + y_2 + \cdots + y_m
$\ntup{[\,]}{z}{k} \quad \text{gives} \quad z_1 z_2 \cdots z_k
$\ntup{[\cup]}{A}{d} \quad \text{gives} \quad A_1 \cup A_2 \cup \cdots \cup A_d
\end{verbatim}

• The number sets:
The commands \N, \Z, \Q, \R and \C can be used to print symbols for the natural numbers, the integers, the rationals, the reals and the complex numbers, using some kind of Blackboard Bold font (as given by the command \mathbb). If you have loaded the amsfonts package they will look like this: $\N, \Z, \Q, \R, \C$.

• For the statistician:
In standard \LaTeX the ‘probability’ command \Pr prints something like Pr. In Denmark (and many other countries) ‘probability’ is usually written simply as a P, so \LaTeX redefines \Pr to print a P.
We also define a command \Exp for ‘expectation’ and \Var for ‘variance’. ($\Pr$, \Exp and \Var are of course defined as math operators, and sub- and superscripts are placed correctly, e.g. $P_n(A) \rightarrow P(A)$.)
Binomial coefficients such as \( \binom{n}{k} \) are generated by \( \binom{n}{k} \).

- Misc.:
  - The standard commands \Re and \Im (for the real and the imaginary part of a complex number) are redefined to Re and Im.
  - \eps is defined to be a short form for \( \varepsilon \).
  - The command \ton is similar to the Standard \LaTeX command \not, except that \ton puts a backslash over its argument where \not uses a forward slash. Examples: \$\ton=$ and \$\ton\subset$ give \( \neq \) and \( \subset \).

1.7 Theorems and proofs

The \textsc{Imfufa} \LaTeX classes (except \texttt{imfletter}) load the \texttt{amsthm} package and make a slight modification of some of its commands, so that theorem-like structures can have an ‘end-of-theorem’-mark.

\textsc{Imfufa} \LaTeX defines three theorem styles: \texttt{ibreak}, \texttt{idefinition} and \texttt{iproof}, and two ‘theorem-like structures’: \texttt{theorem} and \texttt{proof} (using theorem style \texttt{ibreak} and \texttt{iproof}, respectively). The default theorem style is \texttt{ibreak}.

Theorems and proofs look like this:

\textbf{Theorem 1.1}

The default theorem style \texttt{ibreak} writes the body in italic and has a break after the header.

\textbf{Proof}

A proof is simply a theorem-like structure that uses the theorem style \texttt{iproof}.

\textbf{Theorem 1.2: tough}

Every theorem-like structure can have an optional argument.

Here Theorem 1.2 was made as follows:

\begin{verbatim}
\begin{theorem}[tough]
Every theorem-like structure can have an optional argument.
\end{theorem}
\end{verbatim}

Using (\texttt{theoremstyle} and) \texttt{newtheorem} you can define your own theorem-like structures.

Example: An example environment with the body text written in upright shape can be defined in this way:

\begin{verbatim}
\theoremstyle{idefinition}
\newtheorem{example}{Eksempel}
\end{verbatim}

If you use \texttt{newtheorem*} instead of \texttt{newtheorem}, then the structure becomes unnumbered.

(For more details see [1].)
2 Two special classes

2.1 The imfnote class

The imfnote class is intended for shorter notes.

The command \maketitle produces a ‘titlepage’ with a ⟨title⟩, a ⟨location⟩ top left, and an ⟨author⟩ top right on the first page; each may consist of several lines separated by \. The user commands \author{⟨author⟩}, \location{⟨location⟩} and \title[(shorttitle)]{⟨title⟩} assign the desired values. – The default values of ⟨author⟩, ⟨location⟩ and ⟨title⟩ are \today, Roskilde and \ttfamily[title]; ⟨shorttitle⟩ defaults to ⟨title⟩.

Subsequent pages will be typeset using the pagestyle nheadings which has a header containing ⟨shorttitle⟩ and the folio. If you don’t like nheadings, you can try nplain (or plain).

Here is a simple example:

\documentclass[english]{imfnote}
\author{Ole Olsen\ \today}
\location{Copenhagen\ Denmark}
\title{Warning}
\begin{document}
\maketitle
Do remember her birthday tomorrow,
or you’ll never see the day after tomorrow!
\end{document}

2.2 Letters

The imfletter class defines a letter environment that typesets letters that are compatible with Danish standards.

The first page of the letter is typeset in a special letter paper format and can contain a number of data about the sender and the addressee, cf. Box 2.2. The next pages are typeset using pagestyle tplain. If the letter consists of only one page, the body of the letter is centered vertically. The \closing command can have an optional argument
Two special classes

\documentclass{imfletter}
\begin{document}
\begin{letter}\{the addressee’s name and address\}\end{letter}
\end{document}

Box 2.1 A letter template.

\(\text{(pos)}\) specifying the horizontal position; possible values are c, l and r (center, left and right), default is c. Example: \closing[l]{Pax et bonum} will place the signature to the left on the page.

Letter styles

A \texttt{imfletter} document can read one or more letter style files (with extension \texttt{ils}), using the command \letterstyle{ils-file} somewhere before \begin{letter}. The letter style file can contain any number of commands modifying the normal behaviour of the class. Examples:

1. You can put all the \name, \address etc. commands in a \texttt{ils} file. Then you need only write a single \letterstyle command instead of the whole lot of commands, and the same person can easily change his identity, simply by using a different letter style file.

2. The \texttt{ils} file can contain commands that modify or totally change the layout of the first page of the letter. It requires some expert knowledge, however, to write such a \texttt{ils} file.

The different items on the first page are written in a picture environment with unit length 1pt and with the upper left corner of the paper as origo.

To change the layout you should redefine one or more of the commands \printletterhead, \printsenderinfo, \printdate, \printaddressee and \printletterfoot (and nothing else). You can see the default definitions of these commands in the \texttt{imfletter.cls} file.
3 Other

3.1 Re. babel

IMPUFA \LaTeX{} comes with a few babel configuration files with (new or adjusted) translations of test strings used in IMPUFA \LaTeX{} and memoir.

For the language Danish we also define an extra shorthand \texttt{/} that behaves the same way as the standard \texttt{-}, except that it writes a \texttt{/} instead of a \texttt{-}. Thus words like differentiation/integration can be hyphenated correctly.

For the language Danish we also redefine \texttt{-} so that it now marks an extra position where hyphenation allowed (in standard \LaTeX{} it marks the only place where hyphenation is allowed).
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