



Oude Kijk in 't Jatstraat 26
Postbus 716
9700 AS Groningen
Telefoon: (050) 363 0000
Telefax: (050) 363 6855
E-mail: n.o.body@rug.nl

Jill Smith
Computer & Language, Ltd.
Highstreet 1
London

Uw brief van	Uw kenmerk	Ons kenmerk	Datum
November 31, 1999	12-ASN	AI-NLP	October 7, 1999

Onderwerp: What's it all about

Dear Ms Smith,

This document serves both as a demonstration and as documentation for the \LaTeX document class `aibrief2`. This document class is to be used by anyone who is writing official letters in their function as staff members of the *Alfa-informatica* department.

This class `aibrief2` is an extension of the NTG class `brief` made by Victor Eijkhout. You should consult `briefdoc.tex` for additional information about the use of options not described in the current text.

The class `aibrief2` provides the official RuG letterhead. Name and address information of the *Alfa-informatica* department are provided. Therefore you should not use the `\maakbriefhoofd{ }{ }` command of the `brief` document class.

The following options can be used to modify the lay-out:

language options There are language options for Dutch, English, German, and French. This option influences short captions such as date, and translations for letterhead and country. Dutch is the default.

kleur Letterhead will be printed in red.

clcg Use department name *CLCG*.

cl Use department name *computational linguistics*.

Two header commands complement the default address information:

`\telefoon{ }` Specify the four digit telephone number of your office. If this option is omitted, the secretary phone number will be used.

`\email{ }` This command is also optional.

Make sure to provide a date. Otherwise, \LaTeX will provide it for you, and the date will change with the day the document is processed.



Geadresseerde
Jill Smith

Datum
October 7, 1999

Bladnummer
2

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

The rest of this document is just filling to demonstrate how the letterhead on the first page differs from the letterhead of additional pages. It contains no useful information.

Yours sincerely,

Peter Jones

Th. Jones

L^AT_EX 2_ε management

The other one

Bijlagen: photograph, yellow ribbon

cc: C. Jones, J. Jones

Web

<http://www.let.rug.nl/alfa/>

Motto

Linux liberates!