

Quarto Proofread Comments — Feature Guide

Each feature shown as source, then its live rendering

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This guide documents every feature of the **Quarto Proofread Comments** extension. Each section shows the **source you write**, followed immediately by its **live rendering** in this very document. Render to HTML and PDF to compare the two outputs. For a realistic manuscript that uses these features in context, see `example.qmd`.

All annotations use pandoc **bracketed-span** syntax: `[...]{.comment ...}`.

Setup

First install the extension into your project (run once, in the project folder):

```
quarto add zinc75/quarto-proofread-comments
```

Then enable the bundled filter and (optionally) declare your reviewers in the document front matter:

```
---
title: "My Document"
format:
  html: default
  pdf: default
filters:
  - proofread-comments
extensions:
  quarto-proofread-comments:
    reviewers:
      te: { name: "Telia" }
      mi: { name: "Milo" }
---
```

Everything below assumes that setup (it is exactly the front matter of this file).

Inserting a margin comment

Empty brackets drop a note in the margin at that point. Use it for remarks that are not tied to a specific span of text.

```
The estimate is robust to this choice [].comment by="te" remark="Where does
↪ this number come from?".
```

The estimate is robust to this choice¹. A comment placed mid-sentence floats to the margin without breaking the paragraph, and leaves a small clickable marker in the text.

Highlighting text and attaching a note

Wrapping text highlights it and attaches the note to that span. The highlight itself is the clickable anchor to its margin note.

 **1**
Telia: Where does this number come from?

```
The model assumes [a constant growth rate over the full horizon]{.comment
  ↳ by="mi" remark="Is this realistic? Growth tapers in the later periods."}.
```

The model assumes a constant growth rate over the full horizon.²

A highlight may span several lines; the marker-pen effect flows and breaks across line boundaries cleanly.

Inline badges

On an **empty** bracket, `inline=true` keeps the note *in the running text* as a compact badge instead of sending it to the margin. Handy for short asides.

```
We adopt the usual convention []{.comment by="te" inline=true remark="Defined
  ↳ in Appendix A."} for the remainder of the paper.
```

We adopt the usual convention 3 Telia: Defined in Appendix A. for the remainder of the paper.

Comment types

Set `type` to choose the icon and colour family: `comment` (default), `todo`, `note`, or `question`. The type is independent of the reviewer.

```
A general remark []{.comment type="comment" by="te" remark="A plain
  ↳ comment."}.
An action item []{.comment type="todo" by="te" remark="Rewrite this
  ↳ clause."}.
An aside []{.comment type="note" by="mi" remark="Data updated 2026-06-01."}.
An open query []{.comment type="question" by="mi" remark="Do we need a
  ↳ proof?"}.
```

A general remark⁴. An action item⁵. An aside⁶. An open query⁷.

Reviewers and colours

The `by` value names the reviewer. Three cases:

2

Milo: Is this realistic? Growth tapers in the later periods.

4

Telia: A plain comment.

5

Telia: Rewrite this clause.

6

Milo: Data updated 2026-06-01.

7

Milo: Do we need a proof?

```
Declared reviewer []{.comment by="te" remark="Telia is in the config - uses
↪ Telia's colour and label."}.
Undeclared reviewer []{.comment by="Janet" remark="Janet is not in the config
↪ - a colour is auto-assigned, the key is the label."}.
No reviewer []{.comment remark="No by= at all - neutral grey, and the label
↪ is suppressed."}.
```

Declared reviewer⁸. Undeclared reviewer⁹. No reviewer¹⁰.

To pin a colour, give a reviewer `color_html` and `color_latex`:

```
reviewers:
  te:
    name: "Telia"
    color_html: "#0072B2"
    color_latex: "blue!20"
```

Otherwise a stable colour is hashed from the name, and the **same** colour is used in HTML and PDF.

Maths in highlights

Highlighted text may contain maths — inline $\$...\$$, a standalone formula, or a system. Text is highlighted with a flowing marker; each formula is highlighted through a dedicated maths path, even when mixed with prose.

```
Inline maths in a highlight: [the wetted depth grows as $L(t)=\sqrt{\gamma D t/4\eta}$, the Washburn law]
↪ t / 4\eta}$, the Washburn law]{.comment by="mi" remark="Cite Washburn
↪ (1921)."}.
```

```
A standalone formula: [$e^{i\pi} + 1 = 0$]{.comment by="te" remark="Euler's
↪ identity, highlighted on its own."}.
```

```
A system: [$\begin{cases} x + y = 2 \\ x - y = 0 \end{cases}$]{.comment
↪ by="mi" remark="Does this need a uniqueness note?"}.
```

Inline maths in a highlight: the wetted depth grows as $L(t) = \sqrt{\gamma Dt/4\eta}$, the Washburn law.¹¹

A standalone formula: $e^{i\pi} + 1 = 0$.¹²

A system:
$$\begin{cases} x + y = 2 \\ x - y = 0 \end{cases}$$
.¹³

8

Telia: Telia is in the config — uses Telia's colour and label.

9

Janet: Janet is not in the config — a colour is auto-assigned from the palette, the key is used as the label.

10

No by= at all — rendered in neutral grey, and the label is suppressed.

11

Milo: Cite Washburn (1921).

12

Telia: Euler's identity, highlighted on its own.

13

Milo: Does this need a uniqueness note?

Configuration options

All options live under `extensions.quarto-proofread-comments`. Every one has a sensible default, so a minimal setup just declares reviewers.

Option	Type	Default	Description
<code>enabled</code>	boolean	<code>true</code>	toggle all annotations; <code>false</code> strips them entirely
<code>show_names</code>	boolean	<code>true</code>	show the reviewer label on each comment
<code>show_list</code>	boolean	<code>false</code>	PDF: prepend a clickable list of all comments
<code>list_title</code>	string	<code>Annotations</code>	title of that list
<code>connector</code>	<code>numbered</code> <code>bezier</code>	<code>numbered</code>	PDF marker for inserted comments
<code>inline_style</code>	<code>flow</code> <code>box</code>	<code>flow</code>	PDF inline badges: flowing badge or legacy <code>\todo[inline]</code>
<code>wide_margins</code>	boolean	<code>true</code>	widen the page and reserve a margin annotation zone
<code>marginpar_fix</code>	boolean	<code>true</code>	load <code>mparhack</code> to fix the two-sided margin-side bug
<code>extra_margin</code>	length	<code>6.5cm</code>	width added to the page in wide mode
<code>inner_pad</code>	length	<code>0.3cm</code>	padding inside the annotation zone
<code>frame_color</code>	xcolor spec	<code>gray!10</code>	background fill of the annotation zone
<code>frame_line</code>	xcolor spec	<code>gray!60</code>	colour of the dashed separator line
<code>twocolumn_marginparwidth</code>	length <code>auto</code>	<code>auto</code>	margin-note width in two-column, non-wide layouts

Option	Type	Default	Description
<code>reviewers</code>	map	<i>(none)</i>	per-reviewer <code>name</code> , optional <code>color_html</code> / <code>color_latex</code>

Producing the final version

When the document is ready, set `enabled: false` in the configuration:

```
extensions:
  quarto-proofread-comments:
    enabled: false
```

Every annotation is stripped cleanly — no margin notes, no highlights, no injected styles or packages. Highlighted text is kept as plain text; inserted comments disappear entirely. This is what you submit.

Output by format

- **HTML** — margin callouts with clickable in-text anchors, flowing marker-pen highlights, compact inline badges, and hover linking between an anchor and its note. Styles and Font Awesome are injected automatically.
- **PDF / LaTeX** — `todonotes` margin notes with a numbered (or Bézier) marker, `highlightx` marker-pen highlights, flowing `soul/soulpos` inline badges, and an optional list of all annotations. Required packages are injected automatically; works with `pdflatex`, `xelatex` and `lualatex`.
- **Other formats** (e.g. `.docx`, EPUB) — annotations fall back to plain text: highlighted text is kept and the note appended in brackets.