Title of the Paper

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Abstract Each paper should be preceded by an abstract (10–15 lines long) that summarizes the content. Abstracts will also be included in abstracts leaflet handed out to all participants in the congress.

1 Introduction

All chapters begin with a heading which uses styles "Heading 1" or "Heading 2". Please do not add more levels to headings. Style of all text paragraphs is "Normal". Please use proper title case in all headings, i.e. heading begin with a capital letter. Articles, conjunctions and prepositions are the only words which should begin with a lower case letter. Every heading should be followed by at least a short passage of text. Please do not leave blank lines in the text but strictly use styles provided.

2 Affiliations

An affiliation is required for all authors. Please create a footnote for the affiliation and use the "affiliation – footnote" style in it. Please style affiliations as in the footnoted example. The envelope in brackets is used to mark the corresponding author.

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3   General Styling

3.1   Equations

Please use the equation editor for equations and caption equations properly using equations caption found in "References" tool bar.

$$a + b = c$$ *Equation 1*

3.2   Bulleted and Numbered Lists

Lists should either use the "Numbered list" or "Bullet list" styles. Below is an example of a numbered list.

1. Numbered lists should use the "Numbered Item" style.
2. Numbered lists should use the "Numbered Item" style.
3. Numbered lists should use the "Numbered Item" style.

Bulleted list seen below can also contain one level of sub-items.

- Unnumbered lists should use the "Bullet Item" style.
- Unnumbered lists should use the "Bullet Item" style.
    - Sub-items in a list should use the "Sub-item" style.
    - Sub-items in a list should use the "Sub-item" style.
- Unnumbered lists should use the "Bullet Item" style.

3.3   Figures and Tables

Figures and tables and their captions are centered, see Figure 1 below. Use "Cross-reference"-tool found in "References"-toolbar to refer to pictures and tables alike. Only the first word (as well as any proper nouns or abbreviations) in table and figure titles should begin with a capital letter. Please ensure that neither figures nor tables exceed the writing area (overlap margins).

Please use "Table"-tool found in "Insert"-toolbar to insert a table in your text. Alternatively, especially in case of complex tables you can insert them as pictures.

Please do not leave large gaps at the bottom of a page. If a figure or table will not fit on the space left on a page, please reposition the figure so that it appears at a more convenient point in the text.

Figure 1 Please caption each figure using figure caption found in "References"-toolbar. Caption of the figure is always below the figure.

Tables can run over more than one page. If they do so, please ensure that the table number and "(continued)" appear at the top of each new page on which the table continues.

Table 1 Please caption tables using table caption found in "References"-toolbar. Caption of the table is always above the table.

Heading	Heading	Heading	Heading
Item	Item	Item	Item
Item	Item	Item	Item
Tables should use the "Table" style	Use the "Format Table" button to ensure tables are formatted correctly.		Use the "Format Ta-ble" button to ensure tables are formatted correctly

4   Listing References

Please use proper parenthetical referencing, i.e. Harvard referencing (anon, 2014). Referencing can be done either manually or by using "Insert Citation"-tool found in "References"-toolbar. Include list of references in the end of your paper. Use "References heading" as the heading style.

References

anon, 2014. *Parenthetical referencing.* [Online] Available at: http://en.wikipedia.org/wiki/Parenthetical_referencing