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## Author's Guidelines on formatting contributions\*

<b>Font (text)</b>	Times New Roman
<b>Contribution title</b>	Format template: <i>Contribution title</i>
<b>Author's name(s)</b>	First name / s and surname / s in normal text; format template: <i>Author's name</i>
<b>Author's address(es)</b>	<p><b><i>One Author</i></b> Institution / Company, Place / Country · email address; format template: <i>Address</i>.</p> <p><b><i>Several Authors</i></b> First, the last name in the author line, numbered starting with a superscript "1". Then, the first address lines, again starting with a superscript "1", likewise numbered. Institution / Company, Place / Country · email address (1st Author); Institution / Company, Place / Country (other Authors); format templates: <i>Address_2</i> (1st line, 2nd line ...); <i>Address</i> (last line).</p>
<b>Titles / headlines</b>	<p>Use the format templates <i>Heading1</i>, <i>Heading2</i> and <i>Heading3</i>. Reference numbering before headings are not automatically generated and must therefore be added. Insert tab between such numbers and text. All headings are to be left aligned; if they run to more than a single line, please make sure they are logically separated. If two headings follow one another, the second one is to use a prior indent of <b>0 pt</b>.</p>
<b>Abstract</b>	Format template: <i>Abstract</i> .
<b>Keywords</b>	Maximum: <b>five</b> keywords; Format template: <i>Keywords</i> .
<b>Illustrations</b>	<p>These are to be integrated in the text. To ensure optimal reproduction, use high resolution. All standard formats (including PostScript) may be used. Use the <i>Graphics</i> template to format graphics / illustrations. Use a <b>0 pt</b> prior indent for those sited at the beginning of a page. Do not use positioning frames. Use the <i>Graphics sub-text</i> template for text below illustrations. Illustration numbering is to be in bold type (<b>Fig. 1:</b>). If illustrations inserted into the text, which are less than half the area width (&lt; 6.5 cm), the figure captions should be placed next to the picture. This can be achieved most easily with a table (without gridlines).</p>

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\* These author's guidelines refer to the example text supplied with them, which includes the individual format templates

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<b>Tables</b>	<p>No special templates are provided for formatting these. They should be in frames (width ½ pt) and left-aligned; do not use type smaller than <b>9 pt</b>.</p> <p>Table titles / headings are to be formatted using the <i>Table heading</i> template. Use <b>bold</b> type for numbering in headings (<b>Table 1:</b>). Insert a single tab between numbering and following text.</p> <p>Use a prior indent for tables beginning at the margin of <b>0 pt</b>.</p> <p>Space between text passages after tables is to be set using the <i>Paragraph after tables</i> template.</p>
<b>Lists</b>	<p>Lists in the text are to be separated from the remaining text by an indent before and after of <b>6 pt</b>. Paragraph formatting is to be <b>0.63 cm, hanging</b>.</p>
<b>Titles / headings</b>	<p>The first page with the contribution title appears without heading text; the journal's name is to be shown in odd-numbered and author's name (only the first letter of the first name) and the abbreviated title (if necessary, please shorten the text) in even-numbered page headings.</p> <p>Several authors: After the first author's name follows "et al.".</p> <p>Page numbering is not required.</p>
<b>Formulae</b>	<p>Smaller formulae not referred to elsewhere in the text can be integrated in the text. Use the WinWord formula editor to create formulae.</p> <p>All other formulae to have a 1 cm left indent.</p> <p>Space before and after must be <b>6 pt</b>.</p> <p>Insert a right-aligned tab after formulae and serially number them.</p> <p>Use this as reference in the text.</p> <p>Use italics for variables, Greek letters, etc. in text as in the formulae editor.</p>
<b>Bibliography</b>	<p>Use small capitals for author names when making references in text (without first name / s).</p> <p>The bibliography is to be written as for normal text format; template: <i>bibliography text</i>.</p> <p>The method /s to be used is / are shown in the example text.</p> <p>Internet references must include the date of the last access, e. g. <a href="http://www.nature.org/media/pa/pa_energy_assessment_report.pdf">http://www.nature.org/media/pa/pa_energy_assessment_report.pdf</a> (07.12.2020).</p>
<b>Footnote text</b>	<p>This is to be as specified in the <i>footnote</i> template. Set a tab between footnote symbol / number and text.</p>