This page should be replaced with title pages

Dedication

You may modify the text if you like

If there is no dedication, delete this page and the following blank page. Preface begins on page iii. Delete this text

**BLANK PAGE**

**DELETE THIS TEXT ON THIS PAGE BUT DO NOT DELETE THE BLANK PAGE IF YOU HAVE A DEDICATION ON THE PREVIOUS PAGE**

acknowledgements or Preface

Write Acknowledgements or Preface here. Style of the first paragraph is Body Text 1.

If necessary, add a blank page before Abstract.

**Blank page**

**DELETE THIS TEXT BUT DO NOT DELETE THIS PAGE**

abstract

Abstract-text starts here, style of the first paragraph is  **BODY TEXT 1**. Abstract-heading is unnumbered and does not show in the Table of Contents. Only one return-click at the end of the paragraph.

If Abstract text ends on odd-numbered page, add blank page before Tiivistelmä. Delete this text.

contents

1 Heading 1 3

1.1 Heading 2 3

1.1.1 Heading 3 3

1.1.1.1 Heading 4 3

2 Heading 1 - 3

List of Figures

You have to do list of figures manually.

List of Tables

You have to do list of tables manually.

**DELETE LIST OF FIGURES AND LIST OF TABLES IF YOU DON’T NEED THEM. ALSO DELETE THE TEXTS AS WELL AS THIS TEXT.**

abbreviations

Style in List of Abbreviations is

FN False Negative

FP False Positive

**If you do not make a list of abbreviations, delete this page and all texts on the page**

After the list of abbreviations there is a list of original publications. List of original publications begins on odd-numbered page.

original publications

Publication I Style is APA.

Publication II Only one return after each publication

**If your dissertation is a monography, delete this page and all texts on this page.**

**DO NOT DELETE THE SECTION BREAK.**

If necessary, add a blank page before Section break, so that the text begins on an odd-numbered page

**IF THE PAGE NUMBER ON THIS PAGE IS EVEN NUMBERED, DELETE THIS TEXT BUT DO NOT DELETE THE SECTION BREAK.**

After the Section Break page numbers are different from the previous pages.

# Heading 1

Heading 1 -style begins automatically on new page. After the heading the style of the first paragraph is . One enter at the end of the paragraph.

Style of the following paragraph is automatically .

Check from File → Info → Properties → Title, title should be written there.

1. Figure Heading

Figure heading is placed at the top of the Figure.

Add alternative text to Figures. Ribbon → Search → Display the Alt Text Pane.

First paragaph after Figure is Body Text 1.

Next paragraph is automatically Body Text 2.

Only one enter before the second level heading.

## Heading 2

After all headings, quotes, tables and figures the style of first paragraph is Body Text 1.

|  |  |  |
| --- | --- | --- |
| 1. Table Heading. Style Table Heading | | |
|  |  |  |

Notice, that there are no full stops after headings. After table the style of the first paragraph is Body Text 1.

1. Another Figure

This is the first paragraph after the figure. At the end of the paragraph only one enter.

### Heading 3

If the heading is alone at the end of the page, please, add page break before the heading.

1. First write the heading of the table and add style afterwards

After Table the style of the first paragraph is Body Text.

#### Heading 4

In dissertations there are only four level numbered headings. If you use levels 5 and 6 in headings, create a new style for the headings.

Next Chapter heading goes automatically to the next page

# Heading 1 -style

If your dissertation consists of articles, make the intermediate page after the references and attachments. The title on the page is Publications.

In the monograph-dissertation, delete the Publications section and all the texts on the page.

publications

Page number of this page is odd. If necessary add a blank page before this page.

You can leave this page empty except the heading Publications. You can also list your publications here, use the style

For each publication you have to make a separate leaflet.