

name(s) of author(s)

## article title

article subtitle

**Abstract:** Please include your abstract here.

**Keywords:** keyword1, keyword2, keyword3

## 1 head 1

### 1.1 head 2

#### 1.1.1 head 3

To format a word or text just mark it and select the right format in the **De Gruyter menu bar**, e.g. HEAD 1–3.

To format the pasted sections, use either the checking-tool which you can find in the **DeGruyter menu bar or the listed formats in the bar itself**, which you can find next to the **Start menu**. **The DeGruyter menu bar provides all style sheets you will need to get a compliant manuscript**. Don't change the formats manually. If the provided formats aren't sufficient for your text, please ask your contact person at De Gruyter.

## 2 format texts

To format body text please select the style TEXT. After headings, figures, tables, enumerations and boxes use PARA\_IGNORE\_INDENT. For all other body text select PARAGRAPH.

Longer quotations like the following should be formatted as QUOTATION:

Am 28sten August 1749, Mittags mit dem Glockenschlage zwölf, kam ich in Frankfurt am Main auf die Welt. Die Konstellation war glücklich: die Sonne stand im Zeichen der Jungfrau und kulminierte für den Tag; Jupiter und Venus blickten sie freundlich an, Merkur nicht widerwärtig, Saturn und Mars verhielten sich gleichgültig; nur der Mond, der soeben voll ward, übte die Kraft seines Gegenstands um so mehr, als zugleich seine Planetenstunde eingetreten war. Er widersetzte sich daher meiner Geburt, die nicht eher erfolgen konnte, als bis diese Stunde vorübergegangen. [QUOTATION]

To integrate formula in your text like this:  $a^2+b^2=c^2$  use FORMULA INLINE, for separated formula use FORMULA BLOCK:

$$a^2+b^2=c^2$$

If you would like to insert weblinks in your document please format them with WEBLINK: <http://www.degruyter.com/>.

## 3 listings

There are five differently indented list types, where the initial character or number can be chosen, after which a tab stop is used. If, like here, there are several list levels below each other, the following distance must be set to 0 in FORMAT | PARAGRAPH

1. LIST 1 text\_text\_text\_text\_text\_text\_text\_text
2. LIST 2 text\_text\_text\_text\_text\_text\_text\_text\_text\_text
  - ▶ LIST 3 text\_text\_text\_text\_text\_text\_text\_text\_text\_text\_text
- SYMBOL LIST has been predefined with a preliminary n-dash.

## 4 insert figures

Use INSERT FIGURE to select a figure and insert it in your document. A sample caption will be automatically inserted.



Fig. 1: Here is the figure caption placed.

## 5 insert tables

The table format style TABLE\_LAYOUT in the template is to be used for the layout of tables. The tool in the menu with the same label is used to create new or format existing tables.

Table 1: Table caption: De Gruyter format types

macro	character	paragraph
= abbr. by „M“	= abbr. by „C“	= abbr.by „P“
e.g. DOI setting	e.g. bold	e.g. head 1-3
text_text_text	text_text_text	text_text_text
text_text_text	text_text_text	text_text_text

## 6 insert footnotes

The item INSERT FOOTNOTE starts a macro that inserts new footnotes in the correct format.<sup>1</sup>

With FORMAT FOOTNOTES all footnotes (e. g. inserted by copying) will be formatted in the De Gruyter style throughout the document.<sup>2</sup>

## 7 interlinear type

(1) *kore*                      *wa*                      *Pen*                      *{da/dearu/Ø}*.  
 this                              TOP                      pen  
 ‘This is a pen *{da/dearu/Ø}*.’

(2) *John*                      *wa*                      *gakusei*                      *{da/dearu/Ø}*.  
 (name)                              TOP                      student  
 ‘John is a student *{da/dearu/Ø}*.’

<sup>1</sup> Footnote text

<sup>2</sup> Footnote text

## Bibliography

Please use the Word function to generate a bibliography. If you would like to have an intro, like in this example, please use the format REFERENCE | INTRO. For reference entries please use REFERENCE.

Das Ambraser Mantel-Fragment. Nach der einzigen Handschrift neu hg. v. Werner Schröder, Stuttgart 1995 (Sitzungsberichte der Wissenschaftlichen Gesellschaft an der Johann Wolfgang Goethe-Universität Frankfurt am Main 33/5).

Alpharts Tod. Dietrichs Flucht. Rabenschlacht, hg. v. Ernst Martin, 2., unveränderte Aufl., Dublin u. Zürich 1967 (Deutsches Heldenbuch 2).

[Andreas Capellanus: De amore.] Andreas, königlicher Hofkapellan: Von der Liebe. Drei Bücher, übers. u. mit Anmerkungen u. einem Nachwort versehen v. Fritz Peter Knapp, Berlin u. New York 2006.

Aristoteles: ›über Gedächtnis und Erinnerung [De memoria et reminiscentia], in: ders.: Kleine naturwissenschaftliche Schriften [Parva naturalia], übers. u. hg. v. Eugen Dönt, Stuttgart 1997 (RUB 9478), S. 87– 100.

Aristoteles: ›über die Seele [De anima]. Mit Einleitung, ›Übersetzung (nach W. Theiler) und Kommentar hg. v. Horst Seidl. Griechischer Text in der Edition v. Wilhelm Biehl u. Otto Apelt. Griechisch–deutsch, Hamburg 1995 (Philosophische Bibliothek 476).