Name and Surname[[1]](#footnote-1)

Chapter Title

# Abstract

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# Subtitle (Heading 1)

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## Subtitle (Heading 2)

Tables: Table title over the table, font 10 points, bold, text centered. Sources under the tables, font 10 points, text centered. Text/numbers in tables – font 9 points. Whole table – centered. Before the table - one empty line spacing.

Table 1. Title

|  |  |  |  |
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| Text in table | Times New Roman | Size 9 points |  |
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|  |  |  |  |

Source:: (WTO, 2009, p. 237).

After the table - one empty line spacing. Graphs and figures: Title of the graph (figure) under the graph (figure), font 10 points, text in bold; sources of graph (figure) under the graph (figure), font 10 points. Before the graph (figure) – one empty line spacing.

Graph 1. Title of graph (figure)

Source: author’s own compilation based on data (WTO, 2009, pp.205-245).

Below the graph - one empty line spacing. Particular attention should be paid to the legibility of graphs and figures, which should be drawn in gray (black and white print). Please do not put scanned objects. **Graphs should be editable!**

The equations should be written with the use of the equation editor.

References to literature in the text and sources of tables, figures and graphs according to the pattern:

* Articles, books (Surname, year, page number) – e.g. (Bukowski, 2009, p. 54)
* Reports and studies (Name of the institution/Short name of the institution, year, page number) – e.g. (WTO, 2009, p. 248)

The alphabetical list of literature (in alphabetical order) should be placed under the text according to the formula below.

# Bibliography

1. Surname I., (year), *Title*, Publisher, Place of publication.
2. Surname I.,(year), Title, in: Surname I., ed., *Main study title*, Publisher, Place of publication.
3. Surname I.,(year), Title, *Journal name*, number, pages.
4. Name of the institution/Short name of the institution (year), *Study title*, Place of publication.

1. Title/degree, position, affiliation [↑](#footnote-ref-1)