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|  | **FTK**  ***Fast TracKer for hadron collider experiments***  ***324318, FP7-PEOPLE-2012-IAPP*** |

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**Abbreviations and Acronyms**

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# Executive Summary

# Instructions

## Starting a new document

This template is provided to facilitate the creation of documents related to the MODES\_SNM Project. The cover pages have been created to ensure consistency throughout all Project reports, deliverables etc. You should **not** edit the cover page or the headers and footers of this document, as they are automatically generated through linked content elements.

### To start a new document:

1. Make a copy of this file and name it according to the file naming conventions outlined below:
2. On Page i (the second page of this document), update the table:

|  |  |
| --- | --- |
| Document Details | |
| Type of Document: | Specify the type of document (Report, Deliverable, Milestone) |
| Document Reference #: | A reference number for the document - e.g. D1.1 for a deliverable 1.1 |
| Title: | The title of the document |
| Version Number: | A version to be updated as the document evolves |
| Preparation Date: | Date of preparation for the particular version |
| Delivery Date: | Date that this document was delivered for review, to the Commission Services, to other partners |
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| Document Status: | Select from the drop-down list any of the options:  Draft, Final, Under Review, Revision, Other |
| Dissemination Level: | Select from the drop-down list any of the options:  PU - Public  PP - Restricted to other programme participants (including the Commission Services)  RE - Restricted to a group specified by the consortium (including the Commission Services)  CO - Confidential, only for members of the consortium (including the Commission Services) |

Table 1: Document Description Input Table

1. Once you have completed this form the cover page, headers, and footers of this document will be automatically updated.
2. You might want to update the document revision history on the next page.

### Updating field values

Field values are used to automatically update the document identifier, to generate the table of contents, the list of figures and the list of tables. If:

1. You change the filename
2. You add a new Heading Element
3. You add a figure or a table caption

then press Ctrl-A (to select the whole document) and F9 to update the fields.

## Styles

You should use the following styles:

Heading 1: For Sections

Heading 2: For Subsections

Heading 3: For Subsubsections

Also the Style for the main text is Normal.

## Examples

To add a caption insert the Figure and then select:

References -> Insert Caption -> Select Label “Figure” and then add the caption

If you would like to update the list of figures hit Ctrl-A and then F9 (or right-click on the list of figures field and select “Update Field”.

Follow the same procedure to add a caption to a table.

|  |  |
| --- | --- |
| Example | Table |
|  |  |

Table 2: Example of a table

## File naming convention

All files should be named according to the following convention:

MODES\_SNM\_Dx.y\_AuthorOrganisation\_AuthorInitials\_Version.docx

# Section

## Subsection

### Subsubsection

### Subsubsection

## Subsection

# References

Add here your references.