

Manuscript preparation:

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Manuscript submission to Springer

(for more information, please see the [Manuscript Guidelines](#) as well as the [Key Style Points](#))

- **Content and structure** of the manuscript is the responsibility of the author. The manuscript should be checked by a **native speaker**. British or American English can be used, but be consistent with your book.
- Please include all author names (in the correct sequence) and their affiliations, the **email addresses** and **telephone numbers**. Clearly indicate the corresponding author (in case of multiple authors).
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- In general, no **index** will be prepared. If you would like to have an index, Word- or TeX-coding should be used.
- Please use the decimal system of chapter **headings** with no more than four levels, e.g.:
 - 2 Chapter
 - 2.1 Section
 - 2.1.1 Subsection
 - 2.1.1.1 Sub-SubsectionIn the table of contents, the headers are shown up to level three.
In addition to the 4 numbered headings, two more (lower) heading levels are possible (see [Manuscript Guidelines](#)). **Run-in headings** can be used at any hierarchical level.
- Please number the **Introduction**, as first chapter: "1 Introduction". (A preface is different from the introduction.; see above)
- If there are **parts**, use Roman numerals (Part I, Part II, etc.) and number the chapters consecutively over all parts.
- For each chapter (also the Introduction) should be written an **abstract** (10–15 lines long) that summarizes the content and includes the main keywords of the chapter (no separate keywords are needed). The abstract will appear online at SpringerLink with unrestricted access. It will only appear in the printed edition if this is the style of the particular book. If they should not appear in the print version they can then be sent separately.
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