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Front Matter

Title page

Dedication

Contents

List of illustrations

Author biography(ies)

Foreword by

 Preface

Acknowledgments

Introduction

Text

Part titles and numbers

Chapter titles and numbers

First-level subheads

Second-level subheads

Third-level subheads

Fourth-level subheads

Extracts

Notes

Case examples (set off from the text)

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Back Matter

- Appendix(es)
- Bibliography or reference list
- Glossary
- Other elements _____

-
- Index
 - Author to prepare

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