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- Click the table of contents on the next page to get the choice to update it. Or erase it if you have written a short essay without many chapters.

- The headers from page 3 use the styles MF1, MF2 and MF3. You can see which style is used by marking the text in question and by looking at the [styles pane](https://support.office.com/en-us/article/customize-or-create-new-styles-in-word-d38d6e47-f6fc-48eb-a607-1eb120dec563). If you stick to using predefined headings, the table of contents on the next page will include them when you update it (click the table and choose “update table”). You can swap the text in the example headers with your own, or create new headers in the styles pane. The core text throughout the document can be formatted as “MF Normal”. For layout requirements, see <https://www.mf.no/en/exam-submissions>.

- There are several standard formats for referencing (APA, Chicago etc.), depending upon the subject you are studying. For information on how to set up your bibliography in a certain format, visit <http://sokogskriv.no/en/> or <http://www.kildekompasset.no/english>*.*

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