

# DIGITAL CLASSICS ONLINE

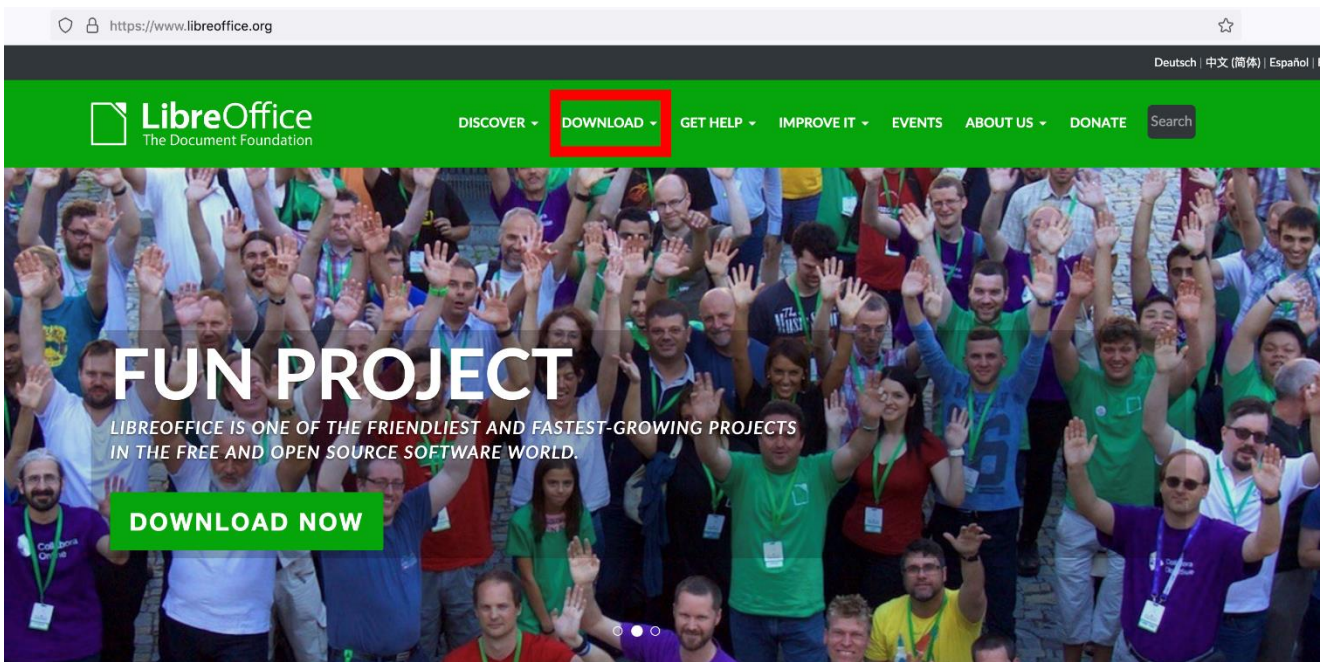
## Instructions for setting up LibreOffice and the template

Link: <http://journals.ub.uni-heidelberg.de/index.php/dco/>

Your contribution has to be written in LibreOffice. DCO is an open source project and accordingly, the typesetting offered by an open source program is to be applied. The individual steps for setting up LibreOffice are described here:

### LibreOffice

If you do not have LibreOffice on your PC yet, please download the program from <https://www.libreoffice.org/>. Click DOWNLOAD, as marked here in red on the picture:



### Do more - easier, quicker, smarter

LibreOffice is a free and powerful office suite, and a successor to OpenOffice.org (commonly known as OpenOffice).

Its clean interface and feature-rich tools help you unleash your creativity and enhance your productivity.



#### LibreOffice 7.3 is here

With new features, compatibility improvements, and performance boosts

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#### Fantastic People

LibreOffice is about more than software. It's about people, culture, creation, sharing and collaboration.

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After that a window opens, as in the following picture. Please always download the latest version, including the one for power users (marked in red rectangle). The operating system is usually

recognized by the software. Nevertheless, please check whether LibreOffice shows you the correct version for your operating system here. If that is ok, please click on the yellow download button. If you need another language, click on ‘need another language’ (marked red).

**Download LibreOffice**

Ideal for home users, students and non-profits

**LibreOffice 7.3.0**

If you're a technology enthusiast, early adopter or power user, this version is for you!

Choose your operating system:  
macOS (Intel)

**DOWNLOAD**

Torrent, Info

LibreOffice 7.3.0 release notes

Supplementary Downloads:

- Translated User Interface: **Deutsch** (Torrent, Info)
- Key management software for the new OpenPGP feature (external site)

need another language?

Now a small window will open and you don't have to do anything but click on 'Save File'. The installation file of LibreOffice will then be downloaded.

Your download LibreOffice\_7.3.0\_Win\_x64.msi (332 MB) should begin shortly. Please click the link if it doesn't start. You can also manually pick a mirror. Or choose another language.

Having problems downloading LibreOffice? Note that we do not provide technical support for installing or using the software. If you need help, please visit

LibreOffice built-in help  
2.3 MB (Torrent, Info)

To use the new OpenPGP feature, you might want to download the corresponding software (external site)

Opening LibreOffice\_7.3.0\_Win\_x64.msi

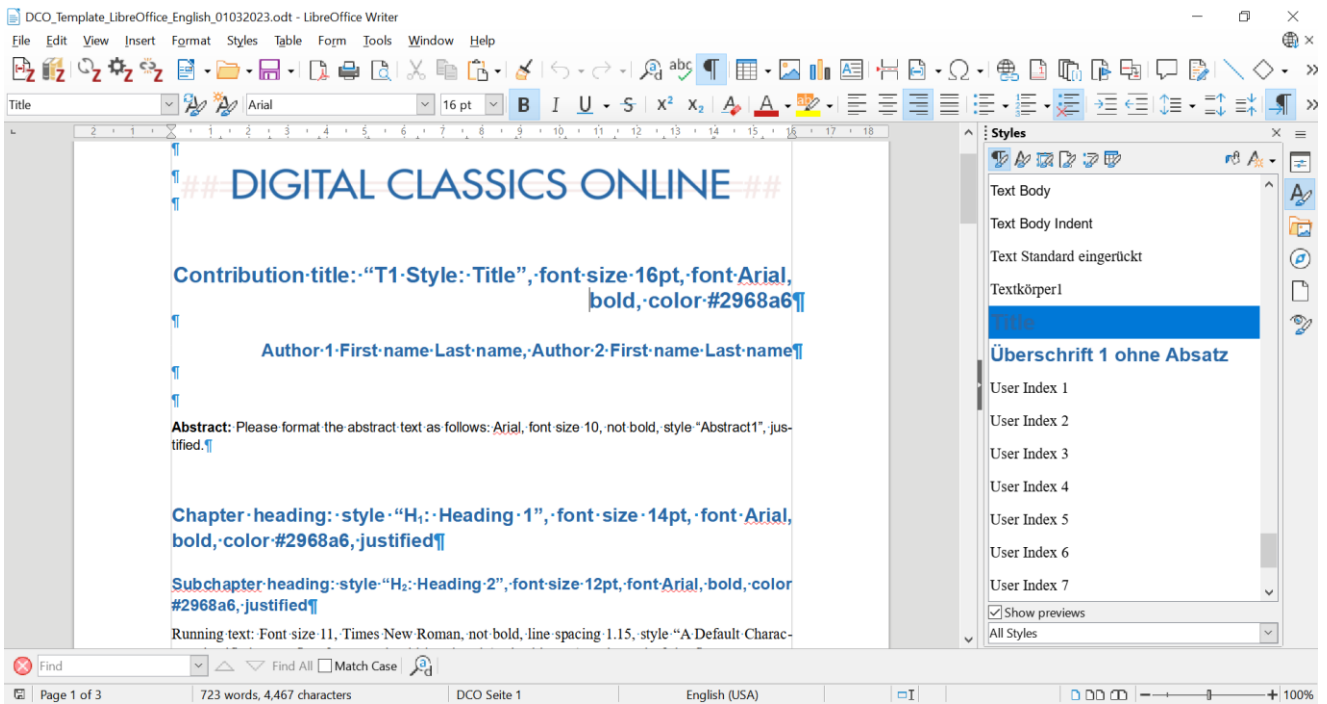
You have chosen to open:  
LibreOffice\_7.3.0\_Win\_x64.msi  
which is: Windows Installer Package (332 MB)  
from: https://ftp.fau.de

Would you like to save this file?

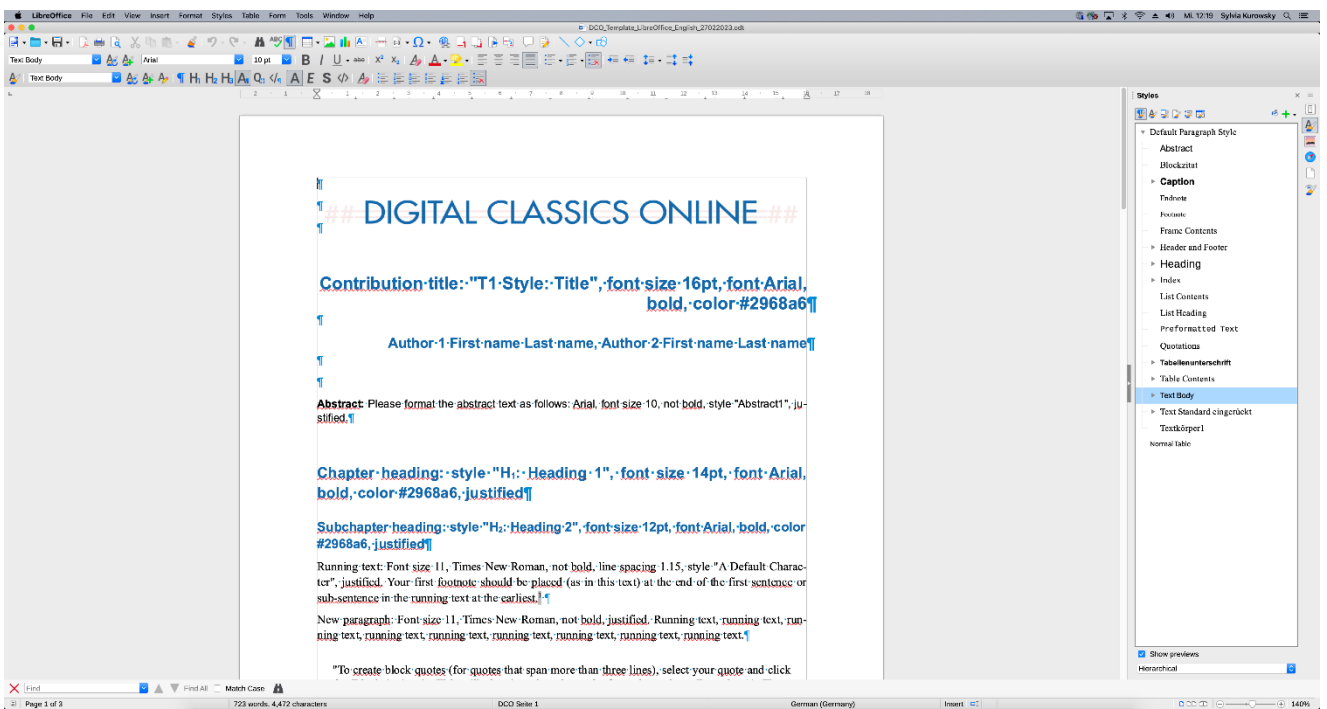
Save File Cancel

## Template

Then open the template for LibreOffice, which you can find in the documents for authors at <https://journals.ub.uni-heidelberg.de/index.php/dco/autoren>. The user interface for LibreOffice looks like this on Windows:

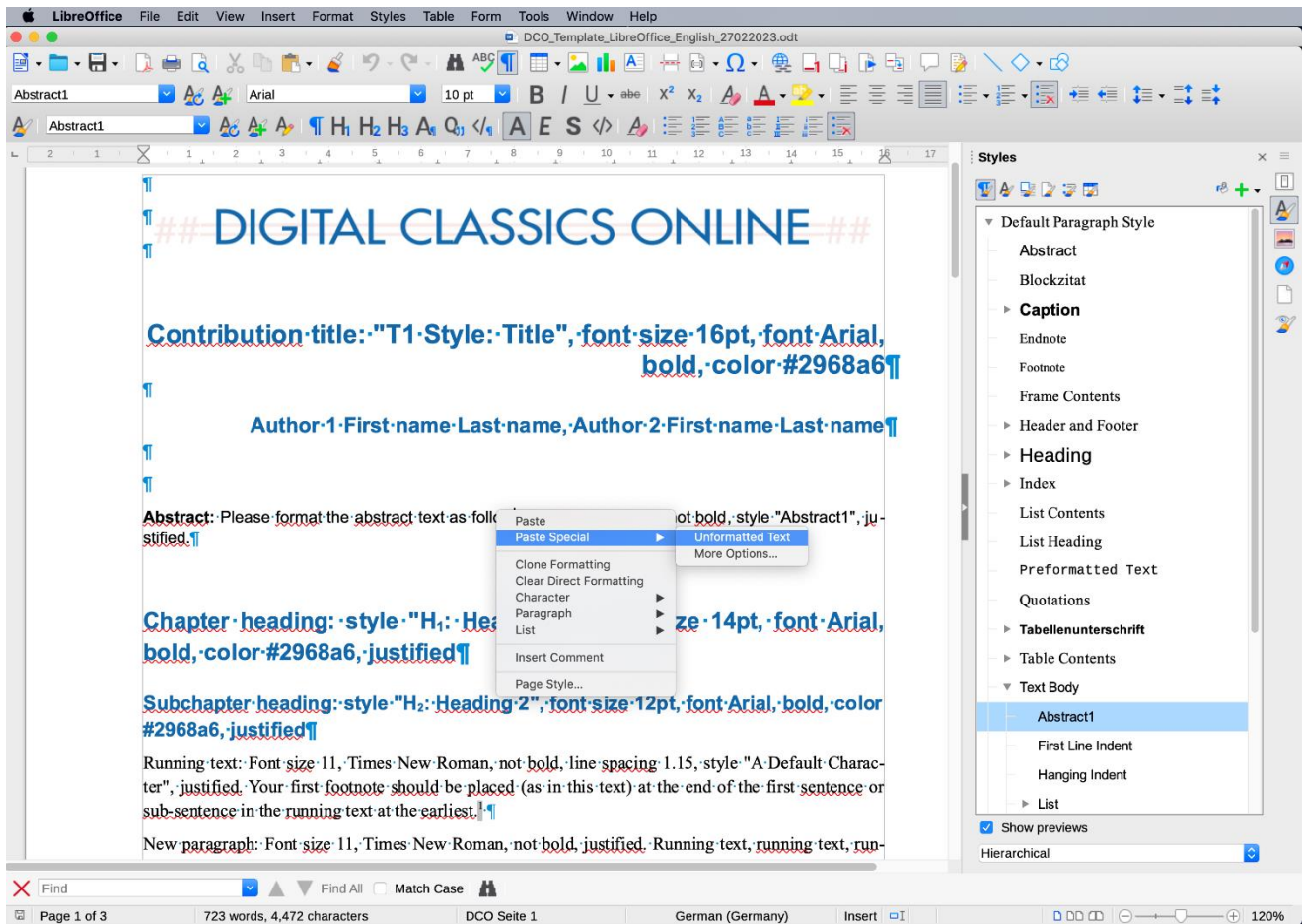


on macOS:



Format your contribution with the help of the template. Either you write your contribution immediately on the basis of the template or you copy your finalised contribution / text bit by bit into the template. **The styles used there must be strictly adhered to.**

If you copy text to LibreOffice into the template, please use the option of pasting unformatted text. You can see how it works on the following image:



Get help for the use of LibreOffice under <https://help.libreoffice.org>.

If you have any further questions or problems, please contact:  
[digitalclassiconline@uni-leipzig.de](mailto:digitalclassiconline@uni-leipzig.de)

or

Redaktion Digital Classics Online  
 Lehrstuhl für Alte Geschichte  
 Historisches Seminar  
 Universität Leipzig  
 Ritterstr. 12, R 302  
 04109 Leipzig<sup>1</sup>

<sup>1</sup> Contact with the editorial assistant is currently only possible by e-mail.