



## Mathematisches Forschungsinstitut Oberwolfach

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### Oberwolfach Reports (Tagungsberichte aus Oberwolfach)

Guidelines for the organisers,  
the reporter (Berichterstatter)  
and the authors (participants giving a talk)  
within a workshop at Oberwolfach.

Since 2004, the Mathematisches Forschungsinstitut Oberwolfach (MFO) will publish official reports of every workshop, containing extended abstracts of the talks given (1 to at most 3 pages, including references) in succession of the "Tagungsberichte" (Meeting reports). The aim is to report periodically upon the state of mathematical research, and to make these reports available to the mathematical community.

As before, the workshop report can be downloaded by the participants from our website (via "Scientific Programme/Annual Schedules"). The MFO will quarterly publish the collected workshop reports electronically as well as hard cover book series "Oberwolfach Reports" (OWR, ISSN 1660-8933) in cooperation with the *European Mathematical Society*. Interested libraries or institutes can subscribe to OWR on a non-profit basis or can make exchange arrangements with their institute publications. *Zentralblatt MATH* and *Mathematical Reviews* will regularly receive a copy of OWR.

As official documents, the OWR will be quotable and it will be possible to refer to results, open problems, and new developments in a particular field of mathematics represented in an Oberwolfach workshop. Moreover, these reports will be used to satisfyingly prove the scientific activities at our institute.

Oberwolfach leaves the **copyright** of the extended abstracts to the authors. Thus, the reports will not affect any further publications of the results by the authors in any form. However, the MFO holds the copyright on OWR as a whole and has the right of publication and distribution, either in printed form or electronically.

The extended abstracts should keep an informal style and reflect eventually the provisional status of the presented results. We encourage also to include open questions and conjectures in order to promote new research problems. The added references should provide the necessary background and point to related papers. These workshop reports require a minor additional effort from the speakers. The organisers will ask the speakers to send an abstract of their talks as a Latex document by email to the reporter (Berichterstatter) within four weeks upon completion of the workshop. This can also be taken into consideration when submitting a proposal for a talk, such that the additional work for the speakers after the workshop will be minimized.

It is also possible that the organisers include a small section in the report on special activities like a discussion session or a session of short talks. As a rule, abstracts or research reports from participants which did not give a talk, are not included.

The format of a report is as follows:

- A **heading**, giving the exact title and date of the workshop as well as the number of the report.
- A **short abstract** contributed by the organisers (about 5 lines) of the workshop and its topic, including the standard 2000 **Mathematics Subject Classification** (not more than 10 numbers of the first two digits for the primary classification, please). This abstract together with the table of contents will be send by us to *Zentralblatt MATH* and *Mathematical Reviews*.
- An **introduction** contributed by the organisers of 1-3 pages, with the names of the organisers and some information on the topic and the course of the workshop (number of talks, special events, etc.). A summary of the specific areas that were discussed, the main results and most important new developments would be appreciated.
- A **table of content** (typically one page) containing titles and speakers, in which the reference to the page numbers is created automatically.
- The **extended abstracts** of 1-3 pages of all talks, given in chronological order, including the title, speaker, and references.
- Summaries of problem sessions or other activities, if applicable (at most 3 pages).
- The **name of the reporter** of the report.
- The **list of participants** including e-mail and postal addresses, which will be provided and enclosed by the MFO.
- The report should be written in **English**. The total amount of pages (without the list of participants) **should not exceed 60** for a workshop (also for half size workshops) and **25** for a mini-workshop.

We urge authors and the reporter to use our electronic **LaTeX 2 $\epsilon$  template** which can be downloaded from our homepage, and which will be sent to the reporter by email, too. This template contains the precise style definition of all parts, for example of the references in the extended abstracts. One can also take a look at the printed sample to get an impression and can find on our homepage further hints, concerning the inclusion of pictures (only in exceptional cases, please), for example. It is not permitted to change the structure of the style file as this is also important to create the right page numbering and table of contents of our hard cover book series. We urge authors and the reporter not to make use of non-standard macro packages or of special fonts. In case of problems with our style file do not hesitate to contact us (reports@mfo.de), please.

The organisers will introduce the reporter (**Berichterstatter**) of the workshop to the audience while asking the speakers to send him an abstract of their talks as a Latex document by email within four weeks upon completion of the workshop. At the same time, they instruct the speakers to write their abstract (possibly shorter than the extended version) into the book of talks. It is advisable for the reporter to make copies of these hand-written abstracts at the end of the workshop as they might be used to send us the Latex version of it in case a speaker does not submit an extended abstract. The introduction together with the abstract and the mathematical subject classification of the workshop is contributed by the organisers who can help the reporter if complications - mathematical or other - arise. The composition of the report should be completed **within four weeks after the end of the workshop**. Please send a tex, dvi, and ps file of the report - the tex file being the most important - to **reports@mfo.de**. We shall take care of the inclusion of the list of participants with their addresses and email addresses. In case of problems do not hesitate to contact us (reports@mfo.de), please.

I should like to thank you for your cooperation,

Prof. Dr. Gert-Martin Greuel, Director