**TITLE**

*First Author1, Second Author2 and Third Author3*

*Institution*

**1.**  **INTRODUCTION**

On the Insert tab, the galleries include items that are designed to coordinate with the overall look of your document. You can use these galleries to insert tables, headers, footers, lists, cover pages, and other document building blocks. When you create pictures, charts, or diagrams, they also coordinate with your current document look.

You can easily change the formatting of selected text in the document text by choosing a look for the selected text from the Quick Styles gallery on the Home tab. You can also format text directly by using the other controls on the Home tab. Most controls offer a choice of using the look from the current theme or using a format that you specify directly.

1.1. **Example of second-level heading**

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1.1.1. ***Example of third-level heading***

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a. *Example of fourth-level heading*

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**2. METODOLOGY**

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2.1. **Research design**

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2.2. **Participants**

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2.3. **Data collection**

2.4. **Data analysis**

**3. RESULTS**

**4. DISCUSSION AND CONCLUSIONS**

**BIBLIOGRAPHIC REFERENCES**

Example of bibliographic references:

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Peran Quesada, S.: «La preferencia aplicativa del convenio colectivo de empresa y sus efectos sobre la estructura de la negociación colectiva», Revista General de Derecho del Trabajo y de la Seguridad Social (www.iustel. com) n.º 34.

Perez de los Cobos Orihuel, F.: «La reforma de la negociación colectiva», *Relaciones Laborales* n.º 14 de 2010.

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