



Select Add-Ins from the menu available on the left hand side (see figure 2).

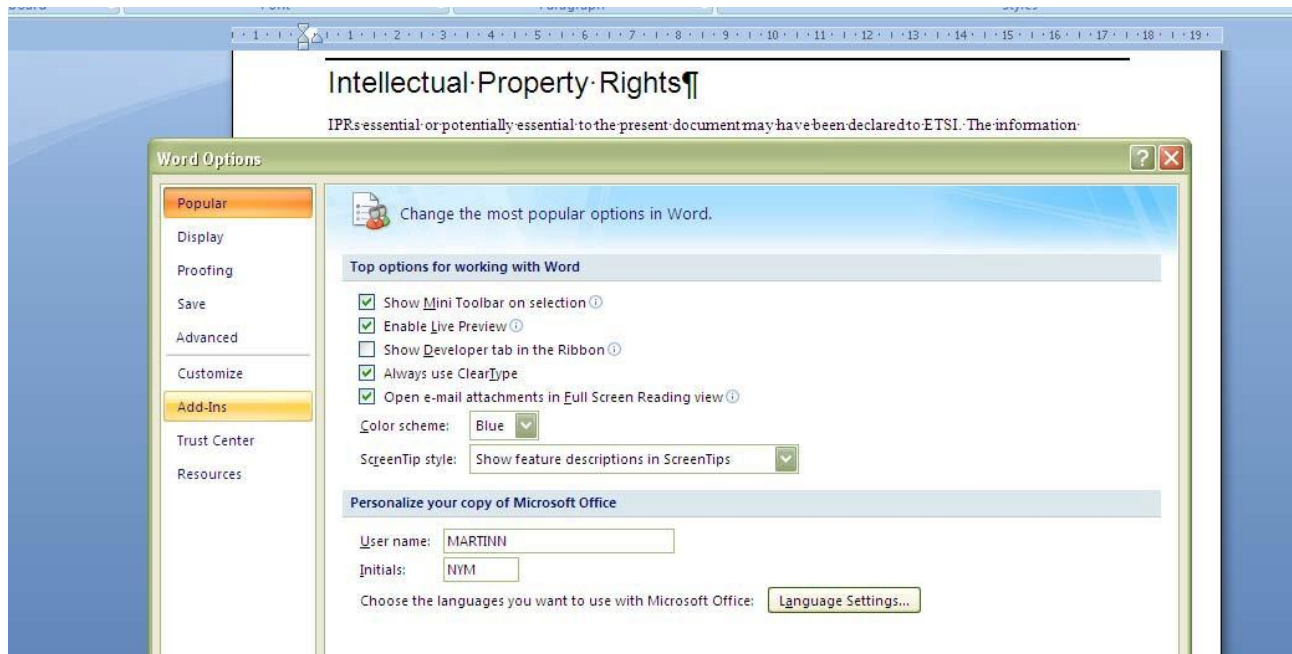


Figure 2

Then you have to select "Templates" from the scrolling menu "Templates" and then click "Go" (see figure 3).

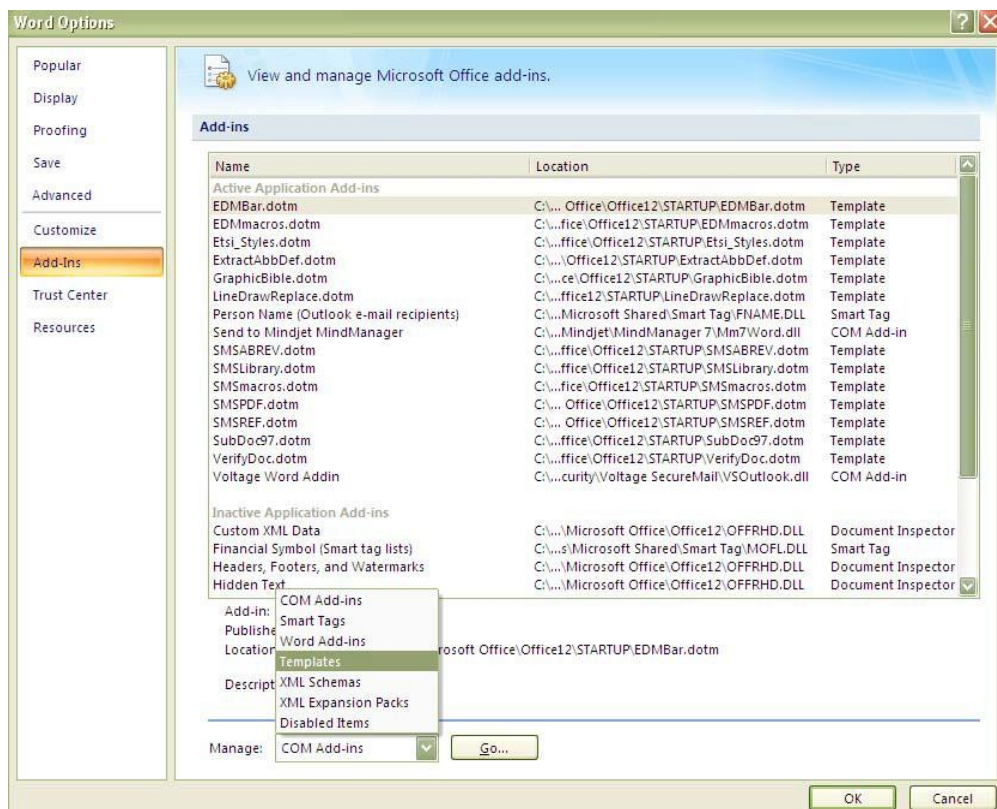


Figure 3



The window seen in figure 4 is displayed and you then have to click on "Attach ...".

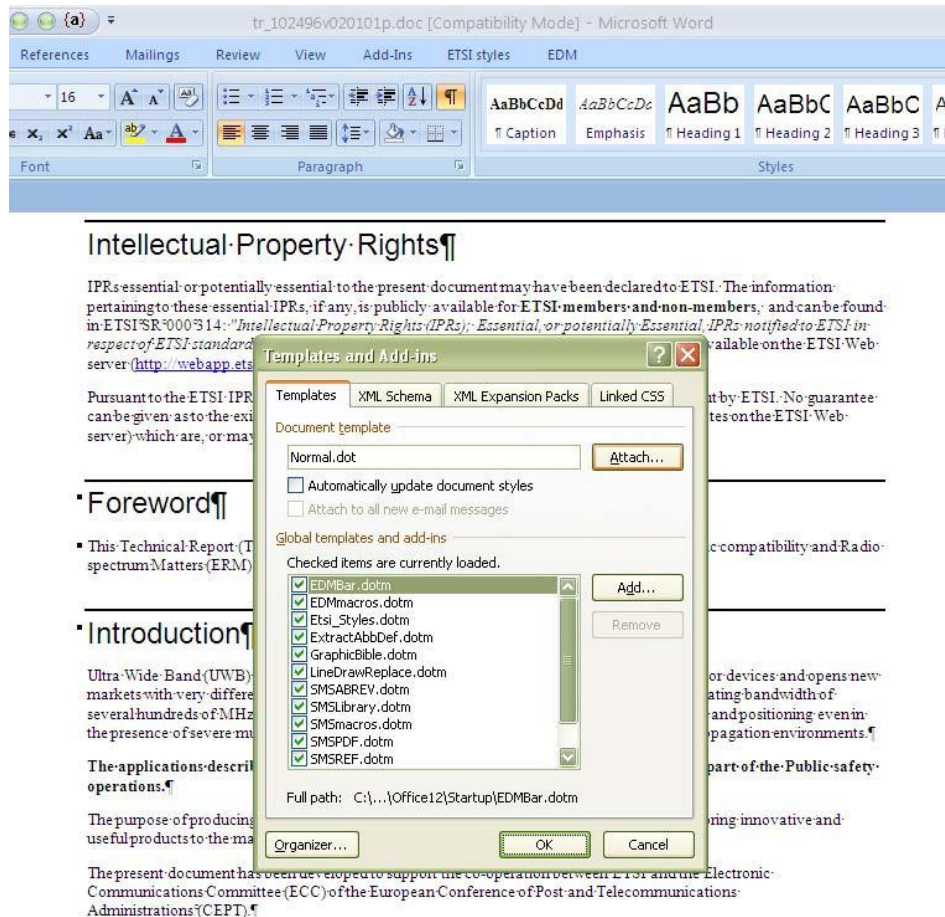


Figure 4

- In the next window, browse your [C:] drive to find the ETSI template folder, open it, select the "ETSIW_80.dot" or "ETSIW_2013.dotm" file and click "Open" (see figure 5).

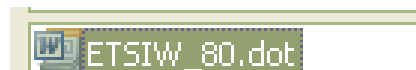
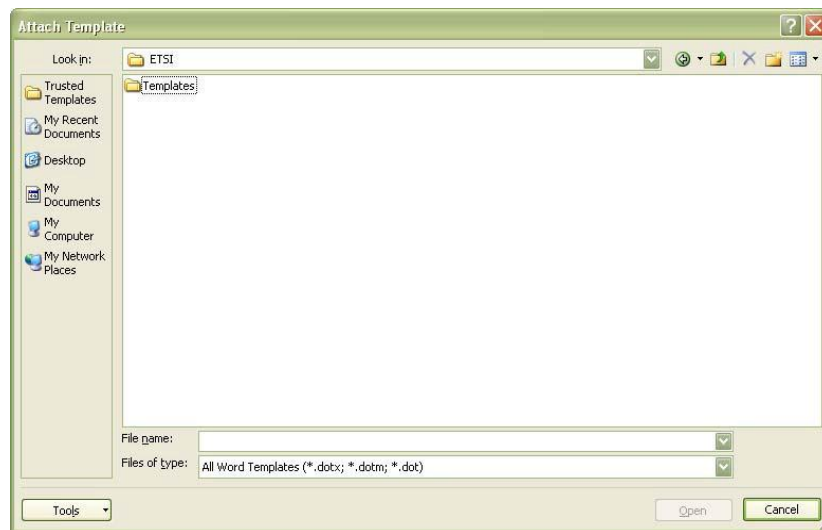


Figure 5

- When back on the previous window, tick "Automatically update document style" and then click "OK".

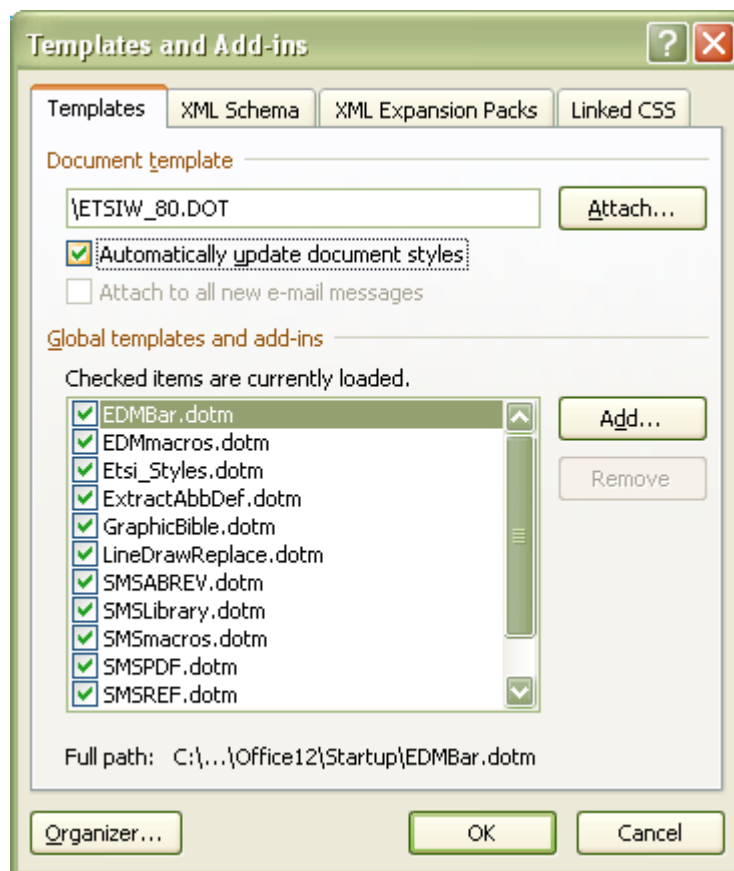


Figure 6



You will then be able to check the styles which are applied by selecting the "Draft" view available at the bottom of your page (see figure 7).

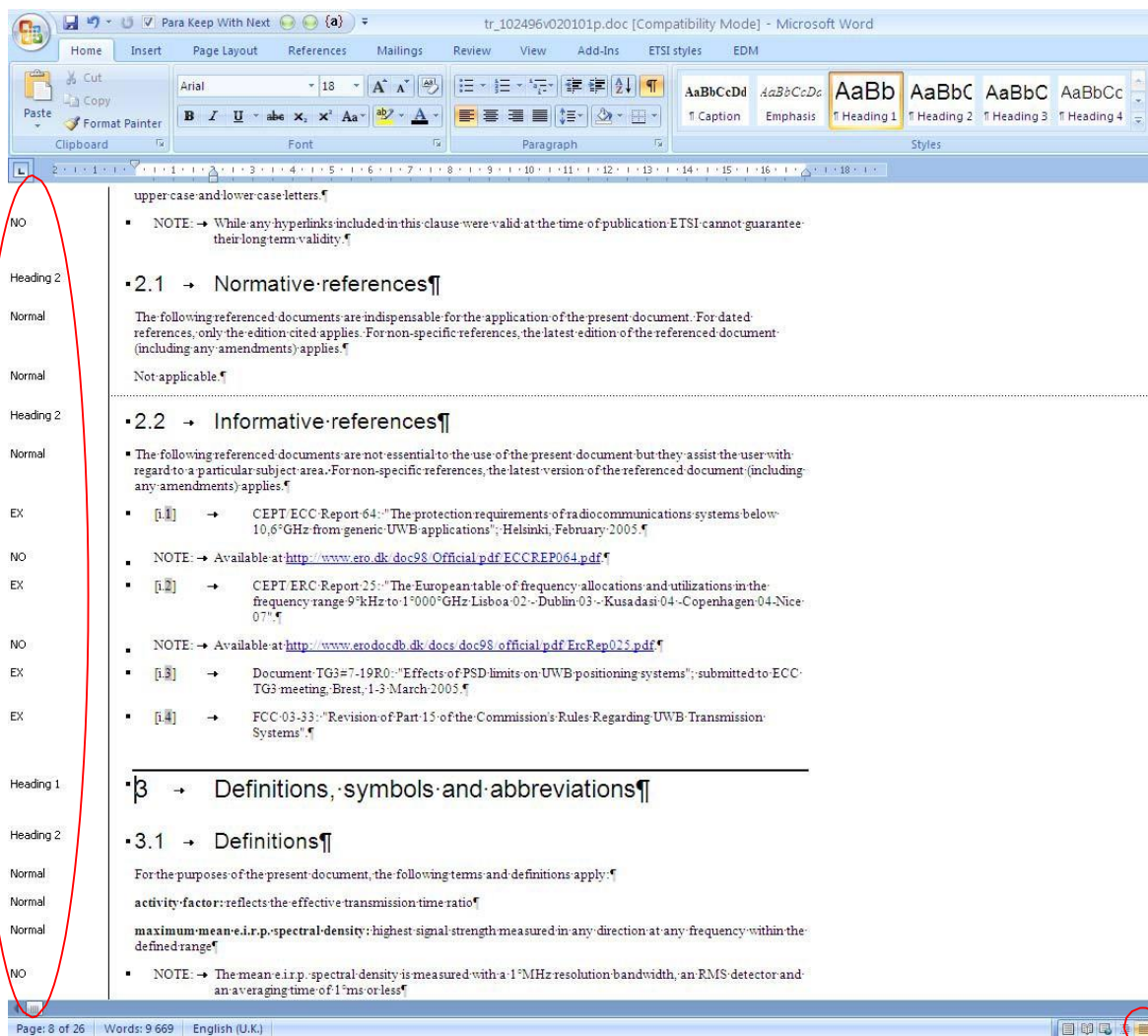


Figure 7

Regularly check the **editHelp!** website to ensure you are using the latest version and to check for updates.

The **editHelp!** website has been created to facilitate access to ETSI tools as well as getting useful information and to make the production of standards a simple task.

In case of any difficulties, please do not hesitate to contact **editHelp!** at editHelp@etsi.org we are here to help you produce your standard.

Working closer together can insure that your future ETSI deliverable is published without delay.