Bibliographical references should be formatted as in the following examples.

Journals:

1. Janka O., Pöttgen R. *Z. Naturforsch.* 2020, *75b*, 421–439.

Books without editor:

2. Lueken H. *Magnetochemie*; B. G. Teubner: Stuttgart, Leipzig, 1999.

3. Bodanszky M. *Principles of Peptide Synthesis*, 2nd ed.; Springer: Berlin, 1993; chapter 2, pp. 9–61.

Books with editor:

4. Bünzli J.-C. G., Pecharsky V. K., Eds. *Handbook on the Physics and Chemistry of Rare Earths*, Vol. 52, North-Holland, Elsevier: Amsterdam, 2017.

5. Eckert H., Pöttgen R. Solid State NMR and Mössbauer Spectroscopy. In *Rare Earth Chemistry*; Pöttgen R., Jüstel T., Strassert C. A., Eds. De Gruyter: Berlin, 2020; chapter 3.6, pp. 299–321.

Patents:

6. Ziegler K., Breil H., Holzkamp E., Martin H. Verfahren zur Herstellung von hochmolekularen Polyäthylenen. DBP 973626, April 14, 1960.

Programs:

7. Sheldrick G. M. SHELXL-97, *Program for the Refinement of Crystal Structures*, University of Göttingen: Göttingen (Germany), 1997.

8. Johnson C. K., Burnett M. N. ORTEP-III (version 1.0.2), Rep. ORNL-6895. Oak Ridge National Laboratory: Oak Ridge, TN (USA), 1996. Windows version: Farrugia L. J. University of Glasgow: Glasgow, Scotland (U.K.), 1999.

9. TOPAS (version 4.2). Bruker AXS Inc.: Madison, WI (USA), 2009.

Thesis/Dissertations:

10. Tiritiris I. *Untersuchungen zu Reaktivität, Aufbau und struktureller Dynamik von salzartigen closo-Dodekaboraten*. Dissertation, Universität Stuttgart: Stuttgart, 2004.

Database:

11. Villars P., Cenzual K., Eds. *Pearson's Crystal Data: Crystal Structure Database for Inorganic Compounds* (release 2019/20); ASM International®: Materials Park, Ohio (USA), 2019.

Formatting of characters

Symbols of physical quantities, but not their units (e.g. *c* for concentration, δ for chemical shifts), stereochemical descriptors (*R*, *S*, *cis*, *trans*), locants (*O*-ethyl), prefixes in formulas and names (*t*Bu, *tert*-butyl) must be typed in italics. Exception: The stereochemical descriptors L and D should be written in small capitals (L-alanine, D-(+)-glucose).

The preferred forms for some commonly used units and abbreviations are °C, K, K min^{-1}, cm, L, mL, g, mg, mol, mmol, mol L^{-1}, 2.5 M solution, ppm, nm, pm, Å, deg, s, min, h, m.p., b.p., Mo$K\alpha$, Cu$K\alpha_1$.

For the presentation of data in the Experimental Section, please follow the examples given below.

Physical and spectroscopic data: M.p. 41 °C. – B.p. 120 °C/0.018 mbar. – UV/Vis (CH_2Cl_2): λ_{max} (lg ε_{max}) = 321 nm (3.86). – $[\alpha]_D^{20}$ = –15.4 (*c* = 0.15, $CHCl_3$). – IR (film): ν = 1738 (C=O), 1439, 1325, 1260, 1201, 1167, 1081 cm^{-1}. – ^{1}H NMR (500.14 MHz, $CDCl_3$, 25 °C, TMS): δ = 1.06, 1.07, 1.15, 1.17 (4 × d, 12 H, CH*Me*), 2.00 (d, *J* = 4.1 Hz, 1 H, 4-H), 2.50 (dd, *J* = 4.1, 3.4 Hz, 1 H, 3a-H), 3.68 (s, 3 H, OMe), 3.69 (s, 3 H, OMe), 4.01 (d, ^2J = 10.3 Hz, 3-H^1), 4.21 (dd, ^2J = 10.3 Hz, ^3J = 3.4 Hz, 3-H^2). – ^{13}C NMR (125.76 MHz, THF-d_8): δ = 12.04 (SiCH), 13.18 (SiCH), 16.64, 16.89, 17.37, 17.51 (all CH*Me*), 25.80 (C-4), 27.78 (C-4a), 30.73 (C-3a), 51.95 (OMe), 52.00 (OMe), 67.07 (CH_2), 170.33 (C=O), 170.84 (C=O). – ^{29}Si{^{1}H} NMR: δ = 28.18. – MS (EI, 70 eV): *m/z* (%) = 453 (100) $[M–Cl]^+$. HRMS ((+)-ESI): *m/z* = 365.03250 (calcd. 365.03258 for $C_{16}H_{13}O_8S$, $[M+H]^+$), 387.01447 (calcd. 387.01452 for $C_{16}H_{12}O_8SNa$, $[M+Na]^+$) – $C_{14}H_{24}O_5Si$ (300.4): calcd. C 55.97, H 8.05; found C 55.82, H 8.01.

Space Groups: $P\bar{1}$, $P2_1$, $P2_1/c$, $C2/c$, $P2_12_12_1$, $Cmc2_1$, *Pnma*, *Cmce*, $Fm\bar{3}m$.

SMALL CAPITALS

Examples in ZfN-B papers:

Program names: Spek A. L., PLATON, *A Multipurpose Crystallographic Tool*, Utrecht University: Utrecht (The Netherlands), 2000.

Others: L-alanine, D-(+)-glucose, 2.5 M solution.

SMALL CAPITALS are conveniently generated in MS WORD by typing, e. g., "Platon“ and then formatting this with the button ABC. The result will be „PLATON“. If you want to have 2.5 M, just type „2.5 m” and format this again with the button ABC. The result will be „2.5 M”. This way there is NO NEED to change the character size, just leave it as it was before, e. g. 12 pt.

If the button ABC does not appear in your version of WORD, the formatting may be done via the menu "Start" → "Font" → tick the box "small capitals".