## Structure of the contributions

The author is mentioned by name, academic titles, place and, if applicable, job title. The asterisk at the end of the name line refers to a footnote that names the author's organization, the area of responsibility, or the professional assignment in the organization. This information is also summarized in only one asterisked footer if more than one person has written the article. The information is separated by line breaks within the footnote text.

Fußnoten
In the typescript, the asterisk footnote should also be inserted as such, so that the footnote count is already correct at the creation stage (important for footnote cross-references). To insert it, please click on the arrow on the right (in the "References" or "References" ribbon) and enter the asterisk in the box next to "Custom:".

# Overview essay, Advisory essay, Checkpoints, Jurisdiction 2:

- Title area (title, subtitle if applicable, name of author(s) with asterisk footnote)
- Search keywords
- Abstract: approx. three sentences on the topic (without footnotes)
- Main body

1.

- o Max. three levels of outline [I., 1., a), headings without footnotes]
- o Possible elements:
  - Text boxes for brief explanation of technical terms
  - Work aids (samples, checklists, etc.)
  - Graphics (spreadsheet, flowcharts, etc.)
- Conclusion (key message)

#### 2. <u>Interviews:</u>

- Title section (title, name of interviewee(s) with asterisk footnote "in interview")
- Frage-Antwort-Schema

### 3. Decision analysis:

- Title area (title, subtitle: "To" + decision with court, date, file reference, name of author(s) with asterisk footnote)
- Search keywords
- Abstract: One to two introductory sentences on the subject and significance of the decision (without footnotes)
- Main body (headings without footnotes)
  - o I. Facts of the case [summary, do not copy the facts]
  - o II. Decision [summary, no copy of reasons for decision]
  - o III. Consequences for practice
  - o IV. (Optional) Work aid



# ZdiW Guidelines for authors

# ZEITSCHRIFT FÜR DAS RECHT DER DIGITALEN WIRTSCHAFT

# **Editorial guidelines**

### **General instructions**

- italics: all personal names and emphasis in the text. Institutions not italicized
- Footnote numbers in the text: after punctuation; exception: footnote refers only to the preceding term
- in abstracts and outline headings, please do not use footnotes
- Footnotes in footnote area: start with capital letters; end with period
- Indicate monetary amounts as follows: € 150.00,00
- dates: 02.05.2003, NOT 2 May 2003, NOT 2.5.2003
- general abbreviations: always with period and without spaces, e.g.: ff., fn., i.s.v., esp., , i.a., cf., e.g.
- Points of omission in literal reproduction: with square brackets ("[...]"), NOT "..."
- It is up to the authors whether they wish to use gender-neutral language.

## **Citation requirements**

• Citation of decisions:

Court, date (without "as of" or similar), file number (without "no.") - if applicable: name of decision and/or reference number, optional: reference from official compilations or journals. **Examples:** 

BGH 27.02.2018, VI ZR 489/16, Rn. 28; EuGH 16.07.2020, C-311/18 - Schrems II, Rn. 83

If a decision does not contain official paragraph numbers, the reference can be specified by a reference with page number. **Example:** 

BPatG 24.02.2017, 7 W (pat) 22/16, BPatGE 56, 22 [4], 24

Citation of essays:

without article title, only the initial page number plus the page of the exact reference, if applicable. Example:

Sosnitza MarkenR 2016, 354, 356

Contributions to a "Festschrift", Example:

Völker, FS Horst Helen, 2002, 255, 257

• Citation of digital sources:

Name, title/heading, if applicable "in:" journal/website, publication date, URL [date of last access].

#### **Example:**

FATF, Draft updated Guidance for a risk-based approach to virtual assets and VASPs, in: FATF website, 19.03.2021, https://www.fatf-gafi.org/media/fatf/documents/recommendations/March%202021%20-%20VA%20Guidance%20update%20-%20Sixth%20draft%20-%20Public%20consultation.pdf [23.30.2021]



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•	Cita	tion	ot I	hool	ks.

o Commentary:

Prütting/Wegen/Weinreich/Brinkmann, BGB, 14. Aufl. 2020, § 145 Rn. 6

O Handbook:

Alexander, Wettbewerbsrecht, 2. Aufl. 2019, Rn. 574

with several authors:

App/Wettlaufer/Klomfaß/Klomfaß, Praxishandbuch Verwaltungsvollstreckungsrecht, 6. Aufl. 2019, Kap. 14 Rn. 28 Fn. 7

o Monograph:

Vohwinkel, Die verkehrsdurchgesetzte Marke, 2017, S. 45

• Reference to previous footnotes only for books (textbooks, commentaries etc.), Examples:

Prütting/Wegen/Weinreich/Brinkmann (s. Fn. 1), § 145 Rn. 6; Alexander (s. Fn. 2), Rn. 574.

Incidentally, do NOT use I.c. for recurring references, but always write it out in full.

