**Title of Article in 14 pt Bold Calibri (Word Style “OS Title”). See Instructions for Authors for guidelines in choosing title**

Author Names in Palatino 11 pt (Word Style “OS Author”), Author Name, and Author Name with asterisk after name of author to whom correspondence should be addressed\*

Author Address in Palatino 10 pt (Word Style “OS Author Address”)

*Checked by Names in Palatino 10 pt Italics and xxxxxxxxxxxx*

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| Paste heading scheme in this box over this text. Use ACS ChemDraw settings for bond length, size of fonts for atom labels and captions, etc. The maximum width of the scheme in ChemDraw should be 15 cm and choose 75% for size after pasting into Word using “Format Picture” (Mac) or “Size and Position” (Windows). |

**Procedure** (Note 1)

A. *Name of compound (****number****)*. Type the experimental procedure here in Palatino 10 pt (Word Style “OS Main Text”). Carefully follow the instructions provided on the Organic Syntheses website with regard to style and level of detail.

B. *Name of compound (****number****)*. Type the experimental procedure for the second step (if any) here in Palatino 10 pt. Carefully follow the instructions provided on the Organic Syntheses website with regard to style and level of detail.

C. Add additional steps as necessary using the same format.

D. Add additional steps as necessary using the same format.

E. Add additional steps as necessary using the same format.

**Notes**

1. Prior to performing each reaction, a thorough hazard analysis and risk assessment should be carried out with regard to each chemical substance and experimental operation on the scale planned and in the context of the laboratory where the procedures will be carried out. Guidelines for carrying out risk assessments and for analyzing the hazards associated with chemicals can be found in references such as Chapter 4 of “Prudent Practices in the Laboratory" (The National Academies Press, Washington, D.C., 2011; the full text can be accessed free of charge at <https://www.nap.edu/catalog/12654/prudent-practices-in-the-laboratory-handling-and-management-of-chemical>. See also “Identifying and Evaluating Hazards in Research Laboratories” (American Chemical Society, 2015) which is available via the associated website “Hazard Assessment in Research Laboratories” at [https://www.acs.org/about/governance/committees/chemical-safety.html](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.acs.org%2Fabout%2Fgovernance%2Fcommittees%2Fchemical-safety.html&data=05%7C01%7Cmarjorie.williams%40unh.edu%7Ca4d4d0d1a44b4d7a7de908db892b2d6d%7Cd6241893512d46dc8d2bbe47e25f5666%7C0%7C0%7C638254592338294705%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=49XWkZvDxUSiW%2BvJ4pMIod4UIMLC9GMCfB3rkCKw4pk%3D&reserved=0). In the case of this procedure, the risk assessment should include (but not necessarily be limited to) an evaluation of the potential hazards associated with (*enter list of chemicals here*), as well as the proper procedures for (*list any unusual experimental operations here*). (*Provide additional cautions with regard to exceptional hazards here).*
2. Information in the Notes should be typed in Palatino 10 pt (Word Style “OS Notes”). Follow the guidelines in the Instructions for Authors with regard to style and what information to provide in the Notes.
3. Information in the Notes should be typed in Palatino 10 pt.
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13. Information in the Notes should be typed in Palatino 10 pt.

**Working with Hazardous Chemicals**

The procedures in *Organic Syntheses* are intended for use only by persons with proper training in experimental organic chemistry. All hazardous materials should be handled using the standard procedures for work with chemicals described in references such as "Prudent Practices in the Laboratory" (The National Academies Press, Washington, D.C., 2011; the full text can be accessed free of charge at <http://www.nap.edu/catalog.php?record_id=12654>). All chemical waste should be disposed of in accordance with local regulations. For general guidelines for the management of chemical waste, see Chapter 8 of Prudent Practices.

In some articles in *Organic Syntheses*, chemical-specific hazards are highlighted in red “Caution Notes” within a procedure. It is important to recognize that the absence of a caution note does not imply that no significant hazards are associated with the chemicals involved in that procedure. Prior to performing a reaction, a thorough risk assessment should be carried out that includes a review of the potential hazards associated with each chemical and experimental operation on the scale that is planned for the procedure. Guidelines for carrying out a risk assessment and for analyzing the hazards associated with chemicals can be found in Chapter 4 of Prudent Practices.

The procedures described in *Organic Syntheses* are provided as published and are conducted at one's own risk. *Organic Syntheses, Inc.*, its Editors, and its Board of Directors do not warrant or guarantee the safety of individuals using these procedures and hereby disclaim any liability for any injuries or damages claimed to have resulted from or related in any way to the procedures herein.

**Discussion**

Type the discussion section here in Palatino 10 pt (Word Style “OS Main Text”). See the Instructions for Authors for guidelines on the content of the discussion section of articles.

If graphics such as Schemes, Tables, or Figures are included, the graphics should be prepared in a drawing program such as ChemDraw using the ACS ChemDraw settings for bond length, size of fonts for atom labels and captions, etc. The maximum width of the scheme or table in ChemDraw should be 15 cm and choose 75% for size after pasting into Word using “Format Picture” (Mac) or “Size and Position” (Windows). All graphics should be provided both embedded in the text and as a separate ChemDraw file.

Tables should be numbered and use 10 point Palatino Bold font for the titles, which is placed just above the table. Titles are recommended for schemes but are not required.

**References**

1. Contact information for the authors should be given in Reference 1, including email address and ORCID of the corresponding author. Use Palatino 10 pt font (Word Style “OS References”). This footnote should include acknowledgment of financial support.
2. References to the literature should be presented in ACS style, including title, the names of all authors, journal name, year, volume, and inclusive page numbers. DOIs are recommended.
3. References to the literature should be presented in ACS style, including title, the names of all authors, journal name, year, volume, and inclusive page numbers. DOIs are recommended.
4. References to the literature should be presented in ACS style, including title, the names of all authors, journal name, year, volume, and inclusive page numbers. DOIs are recommended.
5. References to the literature should be presented in ACS style, including title, the names of all authors, journal name, year, volume, and inclusive page numbers. DOIs are recommended.
6. References to the literature should be presented in ACS style, including title, the names of all authors, journal name, year, volume, and inclusive page numbers. DOIs are recommended.
7. References to the literature should be presented in ACS style, including title, the names of all authors, journal name, year, volume, and inclusive page numbers. DOIs are recommended.

**Appendix**

**Chemical Abstracts Nomenclature (Registry Number)**

Name of compound as it appears in the text: CAS Name;(CAS Registry No.)

Name of compound as it appears in the text: CAS Name; (CAS Registry No.)

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