

DOCUMENTING SOURCES CSE (Council of Science Editors) STYLE

The following guidelines and examples for citation in text and the construction of a reference list are taken from: **Scientific Style and Format: The CSE Manual for Authors, Editors and Publishers**. 7th ed. Cambridge, MA: Council of Science Editors, 2006. (Ready Reference 808.02 C832C) Consult this manual for examples not included in this Study Guide.

SECTION I: REFERENCES - Citing in Text

References cited in your paper should refer to well-documented sources of information for readers who may wish to know more about the subject. No reference should be included in the article unless it can be verified against the original document. The accuracy of all reference material is the responsibility of the author.

An in-text reference should immediately follow the word or phrase to which it relates and should not be placed at the end of a long sentence. The two systems most widely used in scientific literature are the **NAME-YEAR** system and the **CITATION-SEQUENCE** system.

NAME-YEAR SYSTEM

For the name-year system cite the author(s) name and year of publication in the text. The placement of parentheses depends on sentence structure. If the author's name is mentioned in the sentence, it is not repeated within the parentheses. For example:

One author: Dawson (1986) or (Dawson 1986)
Two authors: and the most recent work (Dawson and Briggs 1986) on this problem...
Three or more authors: but later studies (Dawson and others 1987) established that...
(Smith, Jones, Thomas, and others 1990)

If the author(s) and the year are identical for more than one reference, insert lowercase letters (in alphabetical succession) after the year. References by one author with different years are cited chronologically.

and additional work (Dawson and Briggs 1986a, 1986b) has shown that...

When Smith's sequence of studies (1958, 1963a, 1963b, 1967) is examined closely...

If two authors have identical surnames, use their initials in the citation.

(Smith TL and Smith UV 1990)

To cite an article, report, or monograph issued by a committee, institution, society, or government agency, cite the sponsoring organization or, if named, a chairman or editor(s) as the author(s). Organizational names should be abbreviated if possible. (See examples on the following page.)

the recently published document on requirements for manuscripts (ICMJE 1991) should be consulted for...

[or]

the recently published document on requirements for manuscripts (International Committee for Medical Journal Editors 1991) should be consulted for...

Page numbers of the references as well as the author(s) and year of publication may be included in the text citation.

Our preference for this method was confirmed (Smith 1982, p 73) by the finding that...

CITATION-SEQUENCE

Number references in the order of their first mention in the text. It is preferred that the numbers are placed superscript (or above the line) and that they be 1 or 2 points smaller than the size of the text type. If the citation numbers must be placed on the same line as the text, they are placed within parentheses.

has been shown¹ to replace IL-3 for the transient growth of factor-dependent cells...

[or]

and in our case series (12 patients) we found (37) that...

Numbers which are not continuous should be separated by commas. Place a hyphen between the first and last numbers in a range.

have been shown^{1,2,5,7,11-15} to abrogate the requirements of T cells...

SECTION II: REFERENCES - Listing

Because a reference list is a form of scientific communication, it should be prepared with great care. The list of the references cited in your paper is placed at the end of the text in a section titled "Cited References," "References," or a similar term.

When you are using the citation-sequence system, each entry appears in the order of its first mention in the text and is then numbered sequentially. For the name-and-year system, the entries are arranged alphabetically by author and then chronologically (earliest to latest date of publication) when the authors of two or more entries are the same.

The information for a bibliographic reference should be taken from the original of the work being cited. The main parts of complete entries for journal articles and books are shown below:

Journal Articles

Author(s)

Article Title (and subtitle)

Journal Title (usually abbreviated)

Date

Volume (and issue)

Page numbers

Books

Author(s)

Title of book (and subtitle)

Number of edition (after the first)

Name of editor or translator (or both)

Place of publication

Name of publisher

Year of publication, Volume number, and cited pages

Note: The only difference in the sequence of information between the two formats is the placement of the publication date. In the name-year system, the author names are followed by the publication year. In the citation-sequence system, the date follows the publisher name.

AUTHORS

Initials are usually substituted for given names. If family names and initials are identical for different authors, write out the first given name for each author. In biological journals the initials and family name for at least the first author listed in a reference are reversed. If full names are used, each author's full name is followed by a semicolon prior to the next name. Insert a comma or semicolon after Jr. and III if the name of another author follows.

Corporations or Organizations as Authors

"If the author of a reference is a corporation, university, committee, or other organization, a shortened form may be created for the in-text reference to avoid interrupting the text with a long string of words. Use the initial letter of each part of the name or a readily recognizable abbreviation. For clarity, the abbreviation appears as the initial element in the end reference, within square brackets." (*Scientific Style and Format*, p. 494)

In-text reference:

The landmark report on legalized abortion (IOM 1975) was....

Reference List:

[IOM] Institute of Medicine (US). 1975. Legalized abortion and the public health; report of a study by a committee of the Institute of Medicine. Washington (DC): National Academy of Sciences.

ALPHABETIZATION

The names of authors are alphabetized on a letter-by-letter basis. The particle, definite article, or preposition ("de," "la," "van," "von") precedes the family name. Compound family names may be transposed if the person is most widely known by the second element.

Beethoven L van	LaPorte PH	Szent-Gyorgyi A
Chang CY	Lavoisier A	van der Veen JM
d'Aubiac B	Mac Adams PW	von Holt K
de Gaulle C	Perez y Fernandez J	zur Horst-Meyer H
Delmont PK	Sen Gupta BC	

"In the Name-Year system when an acronym or initialism has been used for an organization as the in-text reference, order the reference by the full name, not the acronym or initialism. (*Scientific Style and Format* Page 501.) In the reference list, place the abbreviated form in brackets at the beginning of the reference. For example: [ACS] American Chemical Society

Ignore accents, diacritical markings, apostrophes, and special characters within names.

When organizations serve as authors, drop "The" in the organization's name. For example, use "American Chemical Society," not "The American Chemical Society."

TITLE AND SUBTITLE OF ARTICLE OR BOOK

In listing the title of an article or book, copy the wording, spelling, and punctuation as they appear on the first page of the article or on the title page of the publication. Book or article titles that depend for understanding on differences in type size, arrangement of type on the title page, or subtitles may need additional punctuation when cited in bibliographies. Consider the punctuation and capitalization of the following title and subtitle:

Title and subtitle:

HISTORY OF GENETICS
From Prehistoric Times to the Rediscovery of Mendel's Laws

Correct capitalization and punctuation for reference list:

History of genetics: from prehistoric times to the rediscover of Mendel's Laws

(Capitalize only the first word, proper nouns and proper adjectives.)

TITLE OF JOURNAL OR OTHER SERIAL PUBLICATION

Abbreviate multiple-word titles of serials in accordance with the recommendations in the either *Serials Sources for the BIOSIS Database* or the *List of Journals Indexed in Index Medicus*. Spell out every word for which you can find no abbreviation. Titles consisting of one word, such as *Phytopathology*, *Science*, or *Biochemistry*, are not abbreviated.

In the CSE Style, the preferred practice is NOT to underline, use bold print, or italicize journal titles in citations. The editors of the style believe that "too many variations in type styles may actually make the reference harder to read." (*Scientific Style and Format*, p. 522)

VOLUME, ISSUE, AND PAGES OF JOURNAL

Use Arabic numerals to indicate the volume number of a periodical, even if the original volume numbers are Roman numerals. If the pages of the journal cited are numbered by issue rather than by volume, include the issue, supplement, or part number in parentheses after the volume number.

3(5):61-9

42 (SUPPL 2):13-21

51(3, PT 2):6-14

YEAR OF PUBLICATION

The year on the cover or title page of the journal is the publication date. For the publication date of a book, use the year on the title page, or, if no date is shown there, the latest copyright date on the reverse side of the title page. If the book is an edition, follow the title with "2nd ed." or "British ed." If later editions are known to have been published, the 1st edition should also be identified.

In a bibliography arranged alphabetically, if two or more cited works by the same author, or authors with names in the same order, have the same publication year, list the entries with lowercase letters (a, b, c) after the dates.

Johnson, M. A.; Adams, G. N.; Nelson, V. A.... 1971a.
Johnson, M. A.; Adams, G. N.; Nelson, V. A.... 1971b.

EXAMPLES OF BIBLIOGRAPHIC REFERENCES with the form of citation for name-year (N-Y) references

NOTE: In a list of references, the citation-sequence (C-S) reference begins with a number indicating its first citation in the text or its position alphabetically in the list of references. Form of citation for C-S references is not specified below because it is understood that the form is always the super-scripted number of the reference. The format for the Name-Year citation method is given for each type of reference.

JOURNALS

STANDARD JOURNAL ARTICLE

C-S Steiner U, Klein J, Eiser E, Budkowski A, Fetters LJ. Complete wetting from polymer mixtures. *Science* 1992;258:1122-9.

N-Y Steiner U, Klein J, Eiser E, Budkowski A, Fetters LJ. 1992 Nov 13. Complete wetting from polymer mixtures. *Science* 258(5085):1122-9.

Form of Citation: (Steiner and others 1992)

ORGANIZATION AS AUTHOR

C-S Scandinavian Society for Clinical Chemistry and Clinical Physiology, Committee on Enzymes. Recommended method for the determination of γ -glutamyltransferase in blood. *Scand J Clin Lab Invest* 1976;36:119-25.

N-Y [SSCCCP] Scandinavian Society for Clinical Chemistry and Clinical Physiology, Committee on Enzymes. 1976. Recommended method for the determination of γ -glutamyltransferase in blood. *Scand J Clin Lab Invest* 36:119-25.

Form of Citation: (SSCCCP 1976)

ANONYMOUS AUTHOR

C-S [Anonymous]. Epidemiology for primary health care. *Int J Epidemiol* 1976;5:224-5.

N-Y [Anonymous]. 1976. Epidemiology for primary health care. *Int J Epidemiol* 5:224-5.

Form of Citation: (Anonymous 1976)

TYPE OF ARTICLE

C-S Smith KL. New dangers in our field [editorial]. *Am J Nucl Eng* 1991;13:15-6.

N-Y Smith KL. 1991. New dangers in our field [editorial]. *Am J Nucl Eng* 13:15-6.

Form of Citation: (Smith 1991)

ARTICLE IN A SUPPLEMENT TO AN ISSUE

C-S Gardos G, Cole JO, Haskell D, Marby D, Paine SS, Moore P. The natural history of tardive dyskinesia. *J Clin Psychopharmacol* 1988;8(4 Suppl):31S-37S.

N-Y Gardos G, Cole JO, Haskell D, Marby D, Paine SS, Moore P. 1988. The natural history of tardive dyskinesia. *J Clin Psychopharmacol* 8(4 Suppl):31S-37S.

Form of Citation: (Gardos and others 1988)

BOOKS

BOOK WITH AUTHORS

C-S Voet D, Voet JG. *Biochemistry*. New York: J Wiley; 1990. 1223 p.

N-Y Voet D, Voet JG. 1990. *Biochemistry*. New York: J Wiley. 1223 p.

Form of Citation: (Voet and Voet 1990)

ORGANIZATION AS AUTHOR; NOTE AS SERIES STATEMENT

- C-S International Organization for Standardization. Statistical methods. Geneva: International Standards Organization; 1979. (ISO standards handbooks: 3).
- N-Y [ISO] International Organization for Standardization. 1979. Statistical methods. Geneva: ISO; (ISO standards handbooks: 3).

Form of Citation: (ISO 1979)

BOOK WITH EDITORS

- C-S Gilman AG, Rail TW, Nies AS, Taylor P, editors. The pharmacological basis of therapeutics. 8th ed. New York: Pergamon; 1990. 1811 p.
- N-Y Gilman AG, Rail TW, Nies AS, Taylor P, editors. 1990. The pharmacological basis of therapeutics. 8th ed. New York: Pergamon. 1811 p.

Form of Citation: (Gilman and others 1990)

BOOK WITH AUTHOR, EDITOR, TRANSLATOR, AND NOTE

- C-S Luzikov VN. Mitochondrial biogenesis and breakdown. Galkin AV, translator; Roodyn DB, editor. New York: Consultants Bureau; 1985. 362 p. Translation of: Reguliatsiia formirovaniia mitokhondrii.
- N-Y Luzikov VN. Mitochondrial biogenesis and breakdown. 1985. Galkin AV, translator; Roodyn DB, editor. New York: Consultants Bureau. 362 p. Translation of: Reguliatsiia formirovaniia mitokhondrii.

Form of Citation: (Luzikov 1985)

MICROFORM

- C-S Heath DF. Organophosphorus poisons: anticholinesterases and related compounds [microfilm]. Elmsford (NY): Microforms International; 1961. 1 reel: 16 mm.
- N-Y Heath DF. 1961. Organophosphorus poisons: anticholinesterases and related compounds [microfilm]. Elmsford (NY): Microforms International. 1 reel: 16 mm.

Form of Citation: (Heath 1961)

VOLUME WITH SEPARATE TITLE

- C-S Cajori F. A history of mathematical notations. Volume 2, Notation mainly in higher mathematics. Chicago: Open Court; 1929.
- N-Y Cajori F. 1929. A history of mathematical notations. Volume 2, Notation mainly in higher mathematics. Chicago: Open Court.

Form of Citation: (Cajori 1929)

CHAPTER OR PART: SEPARATE TITLE, SAME AUTHOR(S)

- C-S Hebel R, Stromberg MW. Anatomy of the laboratory rat. Baltimore: Williams & Wilkins; 1976. Part C, Digestive system; p 43-54.
- N-Y Hebel R, Stromberg MW. 1976. Anatomy of the laboratory rat. Baltimore: Williams & Wilkins. Part C, Digestive system; p 43-54.

CHAPTER OR PART: DIFFERENT AUTHORS

- C-S Kuret JA, Murad F. Adenohypophyseal hormones and related substances. In: Gilman AG, Rail TW, Nies AS, Taylor P, editors. The pharmacological basis of therapeutics. 8th ed. New York: Pergamon; 1990. p 1334-60.
- N-Y Kuret JA, Murad F. 1990. Adenohypophyseal hormones and related substances. In: Gilman AG, Rail TW, Nies AS, Taylor P, editors. The pharmacological basis of therapeutics. 8th ed. New York: Pergamon. p 1334-60.

SCIENTIFIC AND TECHNICAL REPORTS

US GOVERNMENT REPORT

- C-S National Institutes of Health (US) [NIH]. Report of the Human Fetal Tissue Transplantation Panel, consultants to the Advisory Committee to the Director, NIH. Final report. Bethesda (MD): NIH; 1988 Dec. 2 volumes. Available from: NTIS, Springfield, VA; PB90-155268, PB90-155276.
- N-Y [NIH] National Institutes of Health (US). 1988 Dec. Report of the Human Fetal Tissue Transplantation Panel, consultants to the Advisory Committee to the Director, NIH. Final report. Bethesda (MD): NIH. 2 volumes. Available from: NTIS, Springfield, VA; PB90-155268, PB90-155276.

Form of Citation: (NIH 1988)

US GOVERNMENT-SPONSORED REPORT ISSUED BY SEPARATE PERFORMING ORGANIZATION

- C-S Moray NP, Huey M. Human factors research and nuclear safety. Washington: National Academy Pr; 1988. Contract nr NRC-04-86-301. 122 p. Available from: NTIS, Springfield, VA; PB89-175517. Sponsored by the Nuclear Regulatory Commission.
- N-Y Moray NP, Huey M. 1988. Human factors research and nuclear safety Washington: National Academy Pr. Contract nr NRC-04-86-301. 122 p. Available from: NTIS, Springfield, VA; PB89-175517. Sponsored by the Nuclear Regulatory Commission.

Form of Citation: (Moray and Huey 1988)

NONGOVERNMENT REPORT

- C-S Johns Hopkins University [JHU], Applied Physics Laboratory. Biomedical research, development, and engineering at the Johns Hopkins University Applied Physics Laboratory. Annual report 1 Oct 78-10 Sep 79. Laurel (MD): JHU; 1979 Oct. Report nr JHU/APL/MQR-79. 74 p.
- N-Y [JHU] Johns Hopkins University, Applied Physics Laboratory. 1979 Oct. Biomedical research, development, and engineering at the Johns Hopkins University Applied Physics Laboratory. Annual report 1 Oct 78-10 Sep 79. Laurel (MD): JHU. Report nr JHU/APL/MQR-79. 74 p.

Form of Citation: (JHU 1979)

CONFERENCE PROCEEDINGS

PROCEEDINGS WITHOUT SEPARATE TITLE

- C-S Ferguson RM, Sommer BG, editors. Proceedings of a Conference on the Clinical Management of the Renal Transplant Recipient with Cyclosporine; 1985 Nov 3-5; Palm Springs, FL. Orlando (FL): Grune & Stratton; 1986. 216 p.
- N-Y Ferguson RM, Sommer BG, editors. 1986. Proceedings of a Conference on the Clinical Management of the Renal Transplant Recipient with Cyclosporine; 1985 Nov 3-5; Palm Springs, FL. Orlando (FL): Grune & Stratton. 216 p.

Form of Citation: (Ferguson and Sommer 1986)

PROCEEDINGS WITH TITLE DIFFERENT FROM CONFERENCE NAME

- C-S Vivian VL, editor. Child abuse and neglect: a medical community response. 1st AMA National Conference on Child Abuse and Neglect; 1984 Mar 30-31; Chicago. Chicago: American Medical Assoc; 1985. 256 p.
- N-Y Vivian VL, editor. 1985. Child abuse and neglect: a medical community response. 1st AMA National Conference on Child Abuse and Neglect; 1984 Mar 30-31; Chicago. Chicago: American Medical Assoc. 256 p.

Form of Citation: (Vivian 1985)

PAPER FROM A PROCEEDINGS WITH SEPARATE TITLE

- C-S Meyer B, Hermanns K. Formaldehyde release from pressed wood products. In: Turoski V, editor. Formaldehyde: analytical chemistry and toxicology. Proceedings of the symposium at the 187th meeting of the American Chemical Society; 1984 Apr 8-13; St Louis, Mo. Washington: American Chemical Soc; 1985. p 101-16. (Advances in chemistry series; 210).
- N-Y Meyer B, Hermanns K. 1985. Formaldehyde release from pressed wood products. In: Turoski V, editor. Formaldehyde: analytical chemistry and toxicology. Proceedings of the symposium at the 187th meeting of the American Chemical Society; 1984 Apr 8-13; St Louis, MO. Washington: American Chemical Soc. p 101-16. (Advances in chemistry series; 210).

Form of Citation: (Meyer and Hermanns 1985)

PATENTS

- C-S Harred JF, Knight AR, McIntyre JS, inventors; Dow Chemical Company, assignee. Epoxidation process. US patent 3,654,317. 1972 Apr 4.
- N-Y Harred JF, Knight AR, McIntyre JS, inventors; Dow Chemical Company, assignee. 1972 Apr 4. Epoxidation process. US patent 3,654,317.

Form of Citation: (Harred and others 1972)

Format for citation by patent number: (US patent 3,654,317 1972)

NEWSPAPER ARTICLE

- C-S Rensberger B, Specter B. CFCs may be destroyed by natural process. Washington Post 1989 Aug 7;Sect A:2(col 5).
- N-Y Rensberger B, Specter B. 1989 Aug 7. CFCs may be destroyed by natural process. Washington Post;Sect A:2(col 5).

Form of Citation: (Rensberger and Specter 1989)

MAGAZINE ARTICLE

- C-S Lu C. A small revelation: Newton has arrived at long last. Macworld 1993 Sep:102-6.
- N-Y Lu C. 1993 Sep. A small revelation: Newton has arrived at long last. Macworld: 102-6.

Form of Citation: (Lu 1993)

LEGAL AND LEGISLATIVE DOCUMENTS

Recommended format is that which is used in law in the U.S.

CASES

Jackson v. Metropolitan Edison Co., 348 F. Suppl. 954, 956-58 (M. D. Pa. 1972)
[The abbreviation "F. Suppl." stands for *Federal Supplement*.]

Willis v. Thomas, 600 P.2d 1079, 1083 (Alaska 1979)
[The abbreviation "P.2d" stands for *Pacific Reporter*.]

STATUTES

National Environmental Policy Act of 1969, § 102, 42 U.S.C. § 4332 (1982)

[The abbreviation "U.S.C." stands for *United States Code*.]

Forms of Citation: (*Willis v. Thomas* 1979)
(National Environmental Policy Act of 1969, 1982)

A US SENATE BILL, UNENACTED

S. 2830, 96th Cong., 2d Sess. § 8 (1980)

Form of Citation: (S. 2830, 1980)

A US SENATE HEARING

Toxic Substances Control Act: Hearing on S. 776 Before the Subcomm. on the Environment of the Senate Comm. on Commerce, 94th Cong., 1st Sess. 343 (1975)

Form of Citation: (Toxic Substances Control Act 1975)

ELECTRONIC SOURCES

ELECTRONIC JOURNAL ARTICLES

C-S Harrison CL, Schmidt PQ, Jones JD. Aspirin compared with acetoaminophen for relief of headache. Online J Therap [serial online] 1992 Jan 2;Doc nr 1:[4320 words; 10 paragraphs]. 5 figures; 10 tables.

N-Y Harrison CL, Schmidt PQ, Jones JD. 1992 Jan 2. Aspirin compared with acetoaminophen for relief of headache. Online J Therap [serial online];Doc nr 1:[4320 words; 10 paragraphs]. 5 figures; 10 tables.

Form of Citation: (Harrison and others 1992)

HOME PAGE WITH AN AUTHOR

C-S Richardson ML. Approaches to differential diagnosis in musculoskeletal imaging [internet]. Version 2.0. Seattle (WA): University of Washington School of Medicine, Department of Radiology c2000 [updated 2001 Oct. 1; cited 2005 May 31]. Available from: <http://rad.washington.edu/mskbook/index.html>

N-Y Richardson ML. c2000. Approaches to differential diagnosis in musculoskeletal imaging [internet]. Version 2.0. Seattle (WA): University of Washington School of Medicine, Department of Radiology; [updated 2001 Oct. 1; cited 2005 May 31]. Available from: <http://rad.washington.edu/mskbook/index.html>

Form of Citation: (Richardson c2000)

HOME PAGE WITHOUT AN AUTHOR

C-S Public health response to biological and chemical weapons: WHO guidance [Internet]. 2nd ed. Geneva (Switzerland): World Health Organization; 2004 [cited 2005 May 31]. Available from: <http://www.who.int/csr/delibepidemics/biochemguide/en/>

N-Y Public health response to biological and chemical weapons: WHO guidance [Internet]. 2nd ed. 2004. Geneva (Switzerland): World Health Organization; [cited 2005 May 31]. Available from: <http://www.who.int/csr/delibepidemics/biochemguide/en/>

Form of Citation: (Public health...2004)

For more detailed explanations of the citation format for Internet sources, see *Scientific Style and Format*, pages 552-564.

COMPUTER PROGRAM

C-S Rosenberg V, Ghalambor C, Rycus P, Thomas R. PRO-CITE [computer program]. Version 1.4. Ann Arbor (MI): Personal Bibliographic Software; 1988. 3 computer disks: color, 5 1/4 in. Accompanied by: 1 manual. System requirements: IBM PC, XT, AT, PS/2, or any 100% compatible computer; 320K RAM; DOS 2.0 or higher.

N-Y Rosenberg V, Ghalambor C, Rycus P, Thomas R. 1988. PRO-CITE [computer program]. Version 1.4. Ann Arbor (MI): Personal Bibliographic Software. 3 computer disks: color, 5 1/4 in. Accompanied by: 1 manual. System requirements: IBM PC, XT, AT, PS/2, or any 100% compatible computer; 320K RAM; DOS 2.0 or higher.

Form of Citation: (Rosenberg and others 1988)

AUDIOVISUAL MATERIALS

VIDEOCASSETTE

- C-S New horizons in esthetic dentistry [videocassette]. Wood RM, editor. Visualeyces Productions, producer. [Chicago]: Chicago Dental Society; 1989. 2 videocassettes: 170 min, sound, color with black and white, 1/2 in. (Clinical topics in dentistry; Nr 46). Accompanied by: 1 guide. Available from: Great Plains National Instructional Television Library, Lincoln, NE.
- N-Y Wood RM, editor. 1989. New horizons in esthetic dentistry [videocassette]. Visualeyces Productions, producer. [Chicago]: Chicago Dental Society. 2 videocassettes: 170 min, sound, color with black and white, 1/2 in. (Clinical topics in dentistry; Nr 46). Accompanied by: 1 guide. Available from: Great Plains National Instructional Television Library, Lincoln, NE.

Form of Citation: (Wood 1989)

If you have further questions, please consult *Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers*, which is shelved in the Ready Reference Department (R 808.02 C832C), or ask a reference librarian for assistance.

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