EDITING REFERENCES

A. Citing References

References in Text: References need not be cited in the text. When they are, they appear on the line, in square brackets, inside the punctuation. Grammatically, they may be treated as if they were footnote numbers, e.g.,

as shown by Brown [4], [5]; as mentioned earlier [2], [4]–[7], [9]; Smith [4] and Brown and Jones [5]; Wood et al. [7]

NOTE: Use et al. when three or more names are given.

or as nouns:

as demonstrated in [3]; according to [4] and [6]–[9].

References Within a Reference: Check the reference list for ibid. or op. cit. These refer to a previous reference and should be eliminated from the reference section. In text, repeat the earlier reference number and renumber the reference section accordingly. If the ibid. gives a new page number, or other information, use the following forms:

[3, Th. 1]; [3, Lemma 2]; [3, pp. 5-10]; [3, eq. (2)]; [3, Fig. 1]; [3, Appendix I]; [3, Sec. 4.5]; [3, Ch. 2, pp. 5-10]; [3, Algorithm 5].

NOTE: Editing of references may entail careful renumbering of references, as well as the citations in text.

B. Style

Reference numbers are set flush left and form a column of their own, hanging out beyond the body of the reference. The reference numbers are on the line, enclosed in square brackets. In all references, the given name of the author or editor is abbreviated to the initial only and precedes the last name. Use commas around Jr., Sr., and III in names. If there
are many names, use them all; use et al. only if names are not given. Note that when citing IEEE Transactions, if the month is not available, the number may be kept, although it is normally deleted. Keep the date of the month when referencing a patent. References may not include all information; please obtain and include relevant information. Do not combine references. There must be only one reference with each number. If there is a URL included with the print reference, it can be included at the end of the reference.

Periodicals

Prior to 1988, the volume number of IEEE Transactions/Journals carried the acronym of the journal. For example, an issue of the IEEE TRANSACTIONS ON AUTOMATIC CONTROL would read: IEEE Trans. Automat. Contr., vol. AC-26, pp. 1–34, Jan. 1981. When referencing IEEE Transactions, the issue number should be deleted and month carried.

NOTE: The only exception to this rule is PROCEEDINGS OF THE IEEE, which never carried an acronym on the masthead.

Basic Format:


Examples:


[8] E. H. Miller, “A note on reflex or arrays,” IEEE Trans. Antennas Propag., to be published.*** Always use this style when the paper has been accepted or scheduled for a future publication, i.e., do not use “to appear in.”***

[9] C. K. Kim, “Effect of gamma rays on plasma,” submitted for publication. *** Always use this style when the paper has not yet been accepted or scheduled for publication, i.e., do not use “to appear in.”***


*** Authors may refer to this journal as Proc. IEE, but the abbreviation must be as listed above. Proc. IEE is printed in the U.K. and must not be confused with the Proc. IEEE.***


Article Referred to in the Same Issue:


NOTE: Handle it exactly as you would any other reference.
Books

Basic Format:


Examples:


Reports

The general form for citing technical reports is to place the name and location of the company or institution after the author and title to give the report number and date at the end of the reference.

Basic Format:


Examples:


Handbooks

Basic Format:


Examples:

Published Conference Proceedings

The general form for citing conference proceedings is to list the author and title of the paper, followed by the name (and location, if given) of the conference in italics using these standard abbreviations.

Annals
Annual
Colloquium
Conference
Congress
Convention
Digest
Exposition
International
Meeting
National
Proceedings
Record
Symposium
Technical Digest
Technical Paper
Workshop
Ann.
Annu.
Colloq.
Conf.
Congr.
Conv.
Dig.
Expo.
Int.
Meeting
Nat.
Proc.
Rec.
Symp.
Tech. Dig.
Tech. Paper
Workshop

First
Second
Third
Fourth/nth...
1st
2nd
3rd
4th/nth...

Write out all the remaining words, but omit most articles and prepositions like “of the” and “on.” That is, Proceedings of the 1996 Robotics and Automation Conference becomes Proc. 1996 Robotics and Automation Conf.

NOTE: All published conference or proceedings papers have page numbers.
Basic Format:

Examples:
[1] G. R. Fau lhaber, “Desi gn of service systems w ith pri ority reservati on on,” in Conf. Rec. 1995 IEEE Int. Conf. Communications, pp. 3–8. *** If the year is given in the conference title, it may be omitted from the end of the reference as shown here.***

Papers Presented at Conferences
Basic Format:

Examples:

Patents
Basic Format:

Example:

Theses (M.S.) and Dissertations (Ph.D.)
Basic Format:

Examples:
Unpublished

These are the two most common types of unpublished references.

Basic Format:

Examples:

Standards

Basic Format:
[1] Title of Standard, Standard number, date.

Examples:

C. On-Line Sources

The guidelines for citing electronic information as offered here are in modified illustration of the adaptation by the International Standards Organization (ISO) documentation system and the American Psychological Association style.

Books, Monographs

Basic Format:

Example:

FTP

Basic Format:

Example:

WWW

Basic Format:

Example:

E-Mail

Basic Format:
[1] J. K. Author. (year, month day). Title (edition) [Type of medium]. Available e-mail: Message:

Example:

Telnet

Basic Format:

Example:


Full Text Databases—Periodicals

**Journal Articles**

**Basic Format:**


**Examples:**


**FTP**

**Basic Format:**


**Example:**


**WWW**

**Basic Format:**


**Example:**


**E-Mail**

**Basic Format:**


**Example:**


**Telnet**

**Basic Format:**


**Example:**

Magazine Articles

Basic Format:

Example:

FTP

Basic Format:

Example:

WWW

Basic Format:

Examples:

E-Mail

Basic Format:
[1] J. K. Author. (year, month day). Title. Magazine [Type of medium]. paging if given. Available e-mail: Message:

Example:

Telnet

Basic Format:

Example:

Full Text Databases—Other Sources

Papers Presented at Conferences

Basic Format:

Example:
Reports and Handbooks

Basic Format:


Examples:


U.S. Government Documents

Basic Format:

[1] Legislative body. Number of Congress, Session. (year, month day). Number of bill or resolution, Title. [Type of medium]. Available: site/path/file

Example:


Patents

Basic Format:

[1] Name of the invention, by inventor’s name. (year, month day). Patent Number [Type of medium]. Available: site/path/file

Example:


Common Abbreviations of Words Used in References

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Ergonomics  Ergonom.
Evolutionary  Evol.
Foundation  Found.
Geoscience  Geosci.
Graphics  Graph.
Industrial  Ind.
Industry In  d.
Information  Inform.
Institute In  st.
Intelligence  Intell.
International  Int.
Journal J.  J.
Letter(s) Lett.
Machine Mach.
Magazine  Mag.
Management  Manage.
Managing  Manag.
Mathematical  Math.
Mathematical  Mathe.
Mechanical  Mech.
National Nat.  Nat.
Newsletter  Newslett.
Nuclear Nucl.  Nucl.
Occupation  Occupat.
Philosophical  Philosph.
Proceedings  Proc.
Processing  Process.
Production  Prod.
Productivity  Productiv.
Quarterly  Quart.
Record Rec.  Rec.
Reliability  Rel.
Royal Ro  y.
Selected Select.  Select.
Society Soc.  Soc.
Sociological  Sociol.
Statistics  Stat.
Studies St  ud.
Supplement  Suppl.
Symposium  Symp.
Systems Syst.  Syst.
Technical  Tech.
Telecommunication  Telecomm  un.
Transactions  Trans.
Vehicular  Veh.
Working Wo  rk.
Workshop  Workshop

List of IEEE Transactions, Journals, and Letters

IEEE Transactions on Acoustics, Speech, and Signal Processing  Pro
IEEE Transactions on Advanced Packaging  IEEE