



IEEE In-text Citations and References:

In-text Citations

- In-text citations will appear immediately after referencing information from your sources. These citations should be in brackets with the number in which they appear in your work. For example, “[#]”
- Keep in mind, your citations are not footnotes. If you are citing the same source, you should always use the same number

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|--|--|
| Narrative Citation <i>Narrative citations make source information, such as the author's name, part of the sentence.</i> | Do not start sentences with brackets. Instead, introduce the reader to your source with either a narrative citation, using the citation as a noun, or including your bracket after referencing information from your source(s). You can use your author's name to introduce your source, for example, “Einstein [10] states that “ $e=mc^2$ ”. |
| Citation as a Noun <i>Your reference number can be used as a noun in your sentence. You can refer to your reference number like you would refer to a book.</i> | “As stated in [1], in-text citations are required for papers.” |
| If you do not want to reference your source by the author or as a noun | Your reference number can follow the information from your source, for example, “The Speaking and Writing Center is located in the HCC [1].” |

Speaking and Writing Center [1]: Only refer to references as “[1]” or “in [1]” never “in reference [1]”.



In-text Citing Specific Portions of Citations

- If you have found a source where some of the information supports your topic and some does not, you will need to make your citations more specific, instead of simply citing the source as a whole which would be too broad.
- Direct your reader to the specific place in your reference source, here referred to as [6], placing the source number first and then the specific location. For example, to reference chapter 3 from reference 6:
 - “The American Rocket Society was founded by David Lasser, G. Edward Pendray, and 10 others in April 1930” [6, Ch. 3].
- Types of references
 - Chapter [6, Ch. 3]
 - Equation [6, eq. (4)]
 - Figure [6, Fig. 5]
 - Pages(s) [6, p. 7] or [6, pp. 8-10]
 - Section [6, Sec. XI]
 - Table [6, Table XII]

Speaking and Writing Center [2]: Do not write “section I of reference [6].” The whole citation should go in the brackets.

Speaking and Writing Center [3]: Note that you will cite this source as one reference [6] on your “References” page, but specify where to look in [6] with your in-text citations.

Multiple In-text Citations Within a Sentence

- Separate each citation with commas in your sentence.
 - For example, “Water bottles and backpacks are popular in schools, as stated by Doe [3], [5].”
- If the citation covers three or more consecutively-numbered citations, you only need to include the first and last, separated by an en-dash
 - “Notebooks are made of paper, as noted in [4]-[7].”

Speaking and Writing Center [4]: Notice that the bracketed citations go within the quotation marks.

Speaking and Writing Center [5]: An en-dash is longer than a hyphen. In google docs click “Insert, Special Characters, and then search ‘en dash’” and in word click “Insert, Symbols, More Symbols, Special Character, Click ‘em dash”.



References

Reference List Formatting

- References should be listed and numbered (for example [1]) in order in which they appear in the paper, not alphabetically.
- Included on a separate page at the end of the paper
- Title “References” at the top of your page centered and bolded.
- Page format
 - Place each of your sources flush left
 - Single-space entries with double-space between each entry
 - Place number of entry at left margin, enclose in brackets
 - Indent the whole text of entries
- Months should be abbreviated as follows:
 - Jan., Feb., Mar., Apr., May, June, July, Aug., Sept., Oct., Nov., and Dec.

Website

- [1] G. Dvorsky, “NASA is officially sending an aerial drone to Titan and it’s a dream come true,” *gizmodo.com*. Accessed: July 3, 2019. Available: <https://gizmodo.com/nasa-is-officially-sending-an-aerial-drone-to-titan-and-1835918159>

Print Book

- [2] M. Abramowitz and I. A. Stegun, Eds., *Handbook of Mathematical Functions* (Applied Mathematics Series 55). Washington, DC, USA: NBS, 1964, pp. 32–33.

Online Book

- [3] P.H. Ditchfield, *Old English Customs Extant at the Present Time*. London: G. Redway, 1896. [Online]. Available: <https://books.google.com/books?id=azpHAAAAIAAJ>.

Online Theses and Dissertations

- [4] K. Jegathala Krishnan, “Implementation of renewable energy to reduce carbon consumption and fuel cell as a back-up power for national broadband network (NBN) in Australia,” Ph.D dissertation, College of Eng. and Sc., Victoria Univ., Melbourne, Australia, 2013. [Online]. Available: <http://vuir.vu.edu.au/25679/>

Speaking and Writing Center [6]: Note that reference numbers are closed within square brackets and are flush left with the text hanging out past the body. Meaning, the number lines up with an unindented paragraph of text and the body of the reference is indented with a hanging indent.

Speaking and Writing Center [7]: Include author names by using the first name initial in front of the last name. Do not invert the first and last name.

Speaking and Writing Center [8]: Note that only the first letter of the website article (and any proper nouns in the title) should be capitalized.

Speaking and Writing Center [9]: Put your website title here followed by a period. Use the base website URL, for example, “buzzfeed.com” or “CNN.com”. Do not use the rest of the URL which might connect to a particular page.

Speaking and Writing Center [10]: Notice that dates are written out month day, year.

Speaking and Writing Center [11]: Use initial(s) for the first name of the author, followed by their last name, and a comma.

Speaking and Writing Center [12]: Book titles are italicized and important words are capitalized. Important words do NOT include “at”, “the”, “and”, etc.

Speaking and Writing Center [13]: List city and country of publisher. If your source has multiple editions, list its edition number before city. For example, this is series 55, so you put that before. If it’s a US state, you put the state between the country and city.

Speaking and Writing Center [14]: Include the publisher here. If the publisher is one name, mimic the style you used for the author’s name. If the publisher is a university use the format, “Univ. of Mary Washington,”. If the publisher is a publishing company, such as McGraw-Hill, put in the name of the company as it appears.

Speaking and Writing Center [15]: Citing an online book follows the same format as a print book, though at the end you add [Online]. Available: (where you found it).

Speaking and Writing Center [16]: State that you found the book online within brackets. If you are only citing certain page numbers, use the following format: “pp. 10-67. [Online].”

Speaking and Writing Center [17]: Only capitalize important words, like the website example.

Speaking and Writing Center [18]: State what kind of dissertation you are using, “M.S. thesis” or “B.A. thesis” are some other examples.

Speaking and Writing Center [19]: Use abbreviated names for the department within the university (in this case College of Eng. and Sc.) and words like university (here, Victoria Univ.).

Speaking and Writing Center [20]: Insert the city of the university and the country. If it’s in the United States, you would also put the abbreviation of the state in between the city and country.



Print Chapter of Book

- [5] T. Ogura, "Electronic government and surveillance-oriented society," in *Theorizing Surveillance: The Panopticon and Beyond*, Cullompton, U.K.: Willan, 2006, ch. 13, pp. 270–295.

Online Chapter of Book

- [6] G. O. Young, "Synthetic structure of industrial plastics," in *Plastics*, vol. 3, Polymers of Hexadromicon, J. Peters, Ed., 2nd ed. New York, NY, USA: McGraw-Hill, 1964, pp. 15–64. [Online]. Available: <https://www.scirp.org>

Print Theses and Dissertations

- [7] J. O. Williams, "Acoustic analysis of sound," B.S. Thesis, Sch. of Eng. and Appl. Sciences., Harvard Univ., Cambridge, MA, 2013.

Video

- [8] JennaMarbles, YouTube. *Giving My Boyfriend a Pin Up Girl Makeover*. (Sep 25, 2019). Accessed: Apr. 2, 2024. [Online Video]. Available: <https://youtu.be/BNgmYFwUjjw?si=33AdayD7dCvCWoyW>

Online Journal Article

- [9] W. K. Campbell and J. L. McCain, "Narcissism and Social Media Use: A Meta-Analytic Review" in *Psychology of Popular Media Culture*, 2018. [Online]. Available: <https://doi.org/10.1037/ppm0000137>

Speaking and Writing Center [21]: Note that only the first word is capitalized in chapter titles and that the comma goes inside of the quotation marks.

Speaking and Writing Center [22]: Note that the name of the book has important words capitalized and it is in italics.

Speaking and Writing Center [23]: If the book was published outside of the United States, you would use a city name and country. If the book was published in the United States, you use the city name, state, and country.

Speaking and Writing Center [24]: Citing an online chapter of a book is in the same format as citing a print chapter of a book, at the end you just add [Online]. Available: (where you found it)

Speaking and Writing Center [25]: Note that only the first word of the title is capitalized and the comma goes inside of the quotation marks.

Speaking and Writing Center [26]: Cite the video owner / creator's name.

Speaking and Writing Center [27]: Note that the title has every important word capitalized and italicized.

Speaking and Writing Center [28]: This date is the date that the video was released.

Speaking and Writing Center [29]: Notice that the medium is also included for non-print, online sources.

Speaking and Writing Center [30]: Note that initials are used, though not inverted with the last name (i.e. it's still [first initial] [last name] and not the other way around), and 'and' is used between the two authors as opposed to an ampersand.

Speaking and Writing Center [31]: Note that article titles are in quotation marks and the important words are capitalized.

Speaking and Writing Center [32]: Note that the title of the journal is italicized and important words are capitalized.

Speaking and Writing Center [33]: Note: This article had no publishing month. If no day or month is available, omit the month and write the year.