



LIBRARY

CSE Documentation Tip Sheet

Based on:

Scientific Style and Format: the CSE Manual for Authors, Editors, and Publishers.

Located at the Zuhl Library Reference Information Desk T11 .S386 2006.

Systems of In-Text References

Name-Year System-

Uses surname and year of publication in text

...the high value reported (Smith 2007)...

End references are in alphabetical order of surname

Smith AB. 2007. Tarantulas of Guatemala. N Eng J Med. 34(17):12-23.

Citation-Sequence System-

Uses superscript numbers within the text to refer to the end references

Superscript numbers are used at the point citation.

...tarantulas are native to the site¹

End references are sequenced based on the order that they appear in the text, they are not listed alphabetically.

1. Smith AB. Tarantulas of New Mexico. SW J For Res. 1995 Jan;52(12):1048-1060.

Citation-Name System-

The list of end references is completed, and then alphabetized by author.

References are then numbered. These numbers are then used in the in-text referencing regardless of the sequence in which they occur

work by 'A' Adams is #1, 'B' Brown #2 etc

May have the first in-text reference as Zimmerman and yet this might be referred to as number 56

These studies are based on earlier work⁵⁶ that revealed...

What System Should I Use

Ask your professor which documentation system is required or preferred for the assignment.

If no specifics are given choose a style and be consistent. Name-Year is generally preferred for papers with minimal sources; Citation-Sequence or Citation-Name for papers with many citations.

Advantages and Disadvantages of the Three Systems of Documentation

C-S Citation-Sequence and C-N Citation-Name

Advantages

- Inclusion of superscript numbers does not interrupt the flow of text as much as series of N-Y citations.

Disadvantages

- A reference added later in the writing process will require renumbering all references in the list and within the text.
- Readers have to turn to the reference list to see whose work is being cited—low visibility of authors names.

N-Y Name Year System

Advantages

- Adding or removing references during the editing process is simple.
- Authors names are readily seen by readers.
- Dates noted in the citations convey some historical perspective.

Disadvantages

- When large numbers of items are cited, the long string of citations within parentheses may be annoying to readers by interrupting the text.
- The rules for sequence of citations, punctuation, and alphabetization of reference lists are more complex.

Works with two authors

The consumption of oil (Schackne and Drake 1960)...

Works with three or more authors

One function of the liver (Smith et al. 2004)...

Work without an author—begin the reference with the first word or first few words of the title followed by an ellipsis.

Salmon give birth to trout (In study...2007).

If the in-text citation is citing two works by the same author:

(Olson 1992, 1998)

Citing two works by the same author in the same year:

(Bradford 2001a, 2001b)

Citing two works published in the same year by different authors with the same last name:

(Rhodes D 2000; Rhodes E 2000)

Citing authors that are corporations or organizations:

(NIH 1988) or (National Institutes of Health 1988)

Citing an undated work:

(Grassey [date unknown])

The Reference List - Name Year

At the end of a document, list the references to sources that have been cited within the text under the heading "References", "Cited References", "Literature Cited", or "Bibliography".

Book Single Author

Format:

Author AA. Date. Title. Edition. Place of publication: Publisher.

Bibliography:

Ingraham RL. 1984. A climbing guide to the Organ Mountains. 3rd ed. Las Cruces (NM): Privately published.

In-Text: Rabbit Ears Group consists of three massive Rabbit Ears (Ingraham 1984).

Book with More than One Author

Format:

Author AA, Author BB, Author CC. Date. Title. Edition. Place of publication: Publisher.

Bibliography:

Hiaasen C, Leonard E, Barry D, Hall JW, Buchanan E, Standiford L, Levine P, Antoni B, Due T, Dufresne J, et al. 1996. Naked came the manatee: a novel. New York: Putnam.

In-Text: Upside down, sideways, going forward, or back (Hiaasen 1996).

NOTE: use each author's last name and initials. "When there are 2 to 10 authors, list them all...; if there are more than 10 authors, list the first 10 followed by 'et al.'..." (p. 519)

Edited Books

Format:

Editor AA [editor]. Date. Title. Edition (if applicable). Place of publication: Publisher.

Bibliography:

Ehrlich PR, Hanski I, editors. 2004. On the wings of checkerspots: a model system for population biology. New York: Oxford University Press.

In-Text: processes at the population level of biological organization (Ehrlich and Hanski 2004).

NOTE: Follow the last-named editor by a comma and the word "editor" or "editors". (p. 528)

Book with Editor and Compiler

Format:

Compiler AA, [compiler]; Editor BB [editor]. Date. Title. Edition. Place of publication: Publisher.

Bibliography:

MacNeish RS, compiler; Libby JG, editor. Pendejo Cave. Albuquerque (NM): University of New Mexico Press. 2003.

In-Text: It has been reported (MacNeish and Libby 2003) the cave has yielded forensically human hair found carbon dated between 19.2 and 12.4 thousands year old.

Online Book

Format:

Author AA. Date. Title of book [medium designator]. Place of publication: Publisher. Physical description.

Bibliography:

Murray JA. 1988. Gila Wilderness area: a hiking guide [Internet]. Albuquerque, (NM) University of New Mexico. [cited 2009 November 2]. Available from: <http://www.netlibrary.com>.

In-Text: (Murray 1988)

Book Chapter

Format:

Author(s) of chapter. Date. Chapter title. In: Author(s) or editor(s) of book. Title of book. Edition. Place of publication: Publisher. Pagination of chapter.

Bibliography:

Buckley C. 1998. Of blossoms and bones. In: Merrill C, Bradbury E, editors. From the faraway nearby: Georgia O’Keeffe as icon. Albuquerque (NM): University of New Mexico Press. p. 173-180.

In-Text: ...in the auburn and tawny light of her beloved faraway mountains (Buckley 1998).

NOTE: Follow the author(s) and title of a contribution with a space and the word “In:”. (p. 533)

Book with Organization as Author

Format: Organization. Date. Title. Place of publication: publisher.

Bibliography

New Mexico Department of Game and Fish. 2002. Endangered species of New Mexico coloring book. Santa Fe (NM): Project Wild.

In-Text: (New Mexico Department of Game and Fish 2002)

NOTE: "An organization such as a university, society, association, corporation, or governmental body may also serve as an author." (p. 528)

Book with No Author or Editor

Format:

Title. Date. Edition. Place of publication: Publisher.

Bibliography:

Merriam-Webster's collegiate dictionary. 2005. 11th ed. Springfield, MA: Merriam-Webster.

In-Text: Heuristic. (n.d.). In Merriam-Webster's collegiate dictionary.

NOTE: "If neither a personal nor an organizational author or editor can be found, begin the reference with the title of the book." (p. 529) the date would follow the title.

Signed Encyclopedia Article

Format:

Author(s) or editor(s) of encyclopedia article. Title of encyclopedia article. In: Author(s) or editor(s) of encyclopedia. Date. Title of encyclopedia. Edition. Place of publication: Publisher. Physical description. Pagination of encyclopedia article.

Bibliography:

Grauke LJ, Thompson TE. Juglandacea *Carya illinoensis*. In: Janick J, Paull RE, editors. 2008. The encyclopedia of fruit and nuts. Cambridge (MA): CABI North American Office. p. 421-425.

In-Text: (Grauke and Thompson 2008)

NOTE: Follow the author(s) and title of a contribution with a space and the word "In:".

Online Encyclopedia Article

Format:

Author AA. of article. Date of publication. Title of article. In: Editor AA, Editor BB. Title of the encyclopedia. [Internet] Place of publication: Publisher; [date cited]. Available from: <http://...>

Bibliography:

Knopf FL, Evans RM. 2004. American White Pelican (*Pelecanus erythrorhynchos*). In: Poole A, ed. The Birds of North America Online. [Internet] [Ithaca (NY)]: Cornell Lab of Ornithology; [cited 2009 Oct 10]. Available from: <http://bna.birds.cornell.edu/bna/species/057> doi:10.2173/bna.57

In-Text: (Knopf 2004)

Scholarly or Professional Journal Article

Format:

Author AA, Author BB. Date. Article title. Journal title. Volume(Issue):Pages.

Bibliography:

Abbott LB, Roundy BA. 2003. Available water influences field germination and recruitment of seeded grasses. *J Range Manage.* 56(1):56-64.

In-Text: The ability of Lehmann lovegrass to retain a viable seedbank when rainstorms are separated by long dry periods allows it to establish better (Abbot and Roundy 2009).

NOTE: In the CSE style, journal titles that are more than one word are abbreviated. In the above citation *Journal of Range Management* is abbreviated: *J Range Manage.*

Check with your professor to see if you are required to use journal abbreviations in your reference list.

One general guideline is that at least the last two letters are usually dropped. Sometimes, internal letters may be eliminated. Words that are one-syllable or less than five letters usually aren't abbreviated.

A list of authoritative sources for journal title abbreviations is found on pages 569-570 and the rules for abbreviating journal titles on 570-571 of the CSE style manual. The manual is at the Reference/Information desk in the Zuhl Library (call number: T 11.5386 2006).

Other Resources for Journal Abbreviations:

Web of Science Journal Abbreviations

http://images.isiknowledge.com/WOK45/help/WOS/A_abrvjt.html

Journal Abbreviation Resources on the Web {Univ. Ill. Urbana-Champaign Library}

<http://www.library.illinois.edu/biotech/j-abbrev.html>

Scholarly or Professional Online Journal Article

Format:

Author AA, Author BB, Author CC. Date. Article title. Journal title [Internet]. [cited Year Month Day];volume(issue):pages. Available from: <http://www.url.pdf>. DOI: 12.3456/A1234.1.

Bibliography:

Guerrero-Ferreira RC, Nishiguchi MK. 2007. Biodiversity among luminescent symbionts from squid of the genera *Uroteuthis*, *Loliolus* and *Euprymna* (Mollusca: Cephalopoda). *Cladistics* [Internet]. [cited 2009 Nov 02]; 23(5):497-506. Available from: <http://www.biomedcentral.com/1471-2105/6/20>. DOI: 10.1111/j.1096-0031.2007.00155.x

In Text: ...capable of infecting and colonizing the light organs of loliginid squids (Guerrero-Ferreira and Nishiguchi 2007), which exemplifies how *Vibrio* bacteria...

NOTE: Include Month/Season with date information, abbreviate months to three letters
2009 Sep

- 1.) Include the day, if given, for weekly/daily periodicals
2009 Sep 29
- 2.) Use “permanent” URL found in article description in database, NOT the URL at the top of the browser window.
- 3.) The DOI (digital object identifier), should be included.

Magazine Article

Format:

Author AA. Date [Year Month Day]. Title of Article. Magazine title: inclusive pages.

Bibliography:

Marquis AL. Summer 2009. Desert secrets: how do plants survive a blazing sun, summer heat, and constantly shifting landscapes? *National Parks*: 20-21.

In-text: (Marquis 2009)

Online Magazine Articles

Format:

Author AA. Date [Year Month Day]. Title of Article. Magazine title [Internet].

Bibliography:

King LS. 2010 Jan. Uncork the unexpected in Deming. *New Mexico Magazine* [Internet]. [cited 2010 Jan 11]. Available from: http://www.nmmagazine.com/kingoftheroad_deming_jan10.php

In-text: (King 2010)

Newspaper Article

Format:

Author AA. Date [Year Month Day]. Title of Article. Newspaper title (edition). Section designator: beginning page number (column number).

Bibliography:

Storey N. 2006 Jul 29. Ripe for roasting. The Santa Fe New Mexican. Sect. C:3.

In-text: ...conditions were nearly perfect for growing chile this year (Storey 2009).

Online Newspaper Article

Format:

Author AA. Date [Year Month Day]. Title of Article. Newspaper title. [Internet]. [Date cited Year Mon Day. Available from: URL

Bibliography:

Fountain H. 2010 Jan 5. White Lizards Evolve in New Mexico Dunes. New York Times. [Internet]. [cited 2010 Jan 11]. Available from:
<http://www.nytimes.com/2010/01/05/science/05oblizard.html?emc=eta1>

In-text: (Fountain 2010)

Dissertation

Format:

Author AA. Date of degree. Title of dissertation [dissertation]. Place of degree-granting institution: Degree-granting institution. Number of pages.

Bibliography:

Aldrete A. 2001. Nursery cultural practices that improve seedling quality and outplanting performance in Mexican pines [dissertation]. Las Cruces (NM): New Mexico State University. 164 p.

In-Text: (Aldrete 2001)

Thesis

Format

Author AA. Date of degree. Title of thesis [master's thesis]. Place of degree-granting institution: Degree-granting institution. Number of pages.

Bibliography

Fink RW. 2007. A floristic inventory of *Salinas Peak*, White Sands Missile Range [Thesis (M. S.)]. Las Cruces (NM): New Mexico State University. 85 p. 1 CD-ROM; 4 3/4 in.

In Text: (Fink 2007)

Video - DVD

Format:

Author AA, Author BB, Author CC. Date. Title of paper. In: Editor AA, Editor BB. Title of conference proceedings; Year Month days (of conference); Location of Conference. Place of publication: Publisher. Pages.

Bibliography:

Holian P, producer-writer. 2000. Bosque del Apache: ancient flyway on the Rio Grande [videorecording]. Las Cruces (NM): [Department of Agricultural Communications, NMSU]; Leading Object, distributor. 1 videocassette: 58 min, sound, color, ½ in.

In Text: (Holian 2000)

Conference Paper

Format:

Author AA, Author BB, Author CC. Date. Title of paper. In: Editor AA, Editor BB. Title of conference proceedings; Year Month Days (of conference); Location of conference. Place of publication: Publisher. Pages.

Bibliography:

Samms T, Andales A, Simmons L. 2004. Adjustment of closed canopy crop coefficients of pecans for open canopy orchards. In: Proceedings of the 43rd annual Western Irrigated Pecan Growers Association; 2004 March 7-9; Las Cruces (NM). New Mexico State University: Cooperative Extension Service. pp 28-33.

In-Text:

(Samms et al 2004)

Technical Report

Format:

Author(s). Date. Title of report. Edition. Place of publication: Publisher. Report No.

Bibliography:

Ford PL, Fagerlund RA, Duszynski DW, Polechla PJ. 2004. Fleas and lice of mammals in New Mexico. Fort Collins (CO): USDA Forest Service Rocky Mountain Research Station. General Technical Report No. RMRS-GTR-123.

In-Text: (Ford et al. 2004)
