

CSE STYLE

CSE style consists of two elements: citations in the text and a list of references at the end of the document.

On TechComm Web

For more information, see the CSE Web site. Click on Links Library for the Appendix on <bedfordstmartins.com/techcomm>.

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CSE Textual Citations For CSE-style textual citations, you may use either the citation-sequence, the citation-name, or the name-year system. Find out which method your instructor or organization prefers.

- *Citation-sequence system.* In this method, superscript or parenthetical numbers are inserted in the text to indicate borrowed material. There is a space between a superscript number and the preceding word, but no space between the number and the following punctuation.

The fossil record is clear on this point ¹, yet others contend that there are still gaps ²⁻⁴.

or

. . . as experiments have shown ⁽¹⁾. If Prothero's hypothesis of convergent evolution ⁽²⁻⁴⁾ is correct . . .

Later textual references to the same sources repeat the numbers already used. In the list of references at the end of the document, the cited sources are numbered in the order in which they first appear in the text.

- *Citation-name system.* The appearance of citations within the text is identical to that in the citation-sequence system. However, in the list of references at the end of the document, the cited sources are alphabetized first by author, then by title. They are then numbered, and those numbers are used as the superscript or parenthetical numbers within the text to indicate borrowed material.
- *Name-year system.* In this method, the author's last name and year of publication are mentioned either in the text or in a parenthetical citation immediately following the borrowed material.

The fossil record is clear on this point (Prothero 2011), yet others contend that there are still gaps (Walters 2004; Chang 2009; Rivera 2011).

. . . as experiments have shown (Rao and Leschley 2009). If Prothero's hypothesis of convergent evolution (2011) is to be taken . . .

The most recent study on this topic was inconclusive (Matthews et al. 2011).

In the list of references at the end of the document, the cited sources are listed alphabetically by author's last name.

The CSE Reference List Whether you use the citation-sequence, citation-name, or name-year system in the body of your paper, you will also need to prepare a list of references at the end. The following guidelines will help you prepare a CSE-style reference list.

- *Arranging entries: citation-sequence system.* Arrange the entries in numerical order, and assign each entry a number that corresponds to its first appearance in the text. Do not list a source more than once in the list of references, even if you refer to it many times in the text.
- *Arranging entries: citation-name system.* Arrange the entries alphabetically by author's last name, then by title. Number the entries in that order. Do not list a source more than once in the list of references, even if you refer to it many times in the text. Use these numbers for in-text references.
- *Arranging entries: name-year system.* Arrange the entries alphabetically by author's last name. If two or more works are by the same author, arrange them by date, earliest to latest. If two or more works are by the same author in the same year, add a lowercase letter after the date: Smith 2011a, Smith 2011b, and so on. Assign the letters by exact date of publication, earliest first, or, if the exact date cannot be determined, alphabetically by title. Alphabetize works by an organization by the first significant word in the name of the organization. Drop an initial *The* and ignore other initial articles.
- *Book titles.* Do not underline or italicize titles of books, and do not place them in quotation marks. Capitalize the first word of the book's title and any proper nouns.

- *Publication information.* Include both the publisher's city and the state or country (in parentheses) unless the city is well known (such as New York, Boston, or London): Melville (NY). However, for consistency within a reference list, use the same treatment of city and state, e.g., always "Boston" or always "Boston, MA." Give a shortened form of the publisher's name, omitting first names or initials and words like *Company* and *Inc.* Do not abbreviate or omit *University Press*.
- *Periodical titles.* Abbreviate titles of journals and magazines according to CSE style. Capitalize abbreviated titles but do not underline or italicize them, and do not place them in quotation marks. Do not abbreviate titles of newspapers.
- *Article titles.* Do not underline or italicize titles of articles, and do not place them in quotation marks. Capitalize the first word of the article title and any proper nouns.
- *Electronic sources.* Include author, title, medium (*Internet*) in brackets, version or edition, place of publication or [*place unknown*], publisher or [*publisher unknown*], and copyright date. Include the date modified (if known) and cited in brackets. Include page numbers or information on extent: [*15 paragraphs*], [*2 screens*], [*5.2M bytes*], or [*about 6 p.*]. If a URL is known, use the expression *Available from:* and the URL.
- *Spacing.* Double-space the entire reference list. Do not add extra spacing between entries.
- *Page numbers.* If you are giving a range of pages for a specific chapter or article in a book or periodical, use the abbreviation *p.* and the complete numbers (p. 151–153, not 151–53 or 151–3).
- *Dates.* Follow this format: year, month (abbreviated), day, with no periods or commas (2011 Oct 31). Use only the first three letters of each month.
- *Additional references.* A reference list includes only the sources you cite in your document. You may include other sources you used in researching and preparing your document in a separate alphabetical list titled "Additional References."

The models in this section show CSE's citation-sequence system. In the citation-name system, the list would be alphabetized and the entries would be numbered in the order they appear in the list. In the name-year system, the reference list would be alphabetized rather than numbered, and the publication year would immediately follow the author's name. Entries in all three formats are set flush left.

Lynch G, Granger R. 2008. Big brain: the origins and future of human intelligence. New York: Palgrave Macmillan.

For further examples of these systems, consult *Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers*.

BOOKS

1. Book by One Author Include the author's last name and initials (not separated by a comma), followed by the book title, the location and name of the publisher, the year of publication, and the number of pages.

1. Stewart A. *Wicked bugs: the louse that conquered Napoleon's army & other diabolical insects*. Chapel Hill (NC): Algonquin Books, 2011; 288 p.

2. Book by Multiple Authors List all the authors' names in reverse order. Use a comma or commas but not the word *and* between names.

2. Fodor JA, Piatelli-Palmarini M. *What Darwin got wrong*. New York (NY): Farrar, Straus and Giroux, 2010; 264 p.

3. Book Issued by an Organization The organization takes the place of the author.

3. Archaeological Institute of America. *Bulletin of the Archaeological Institute of America*. [place unknown]: General Books; 2010.

In the name-year system, an abbreviated form of the organization name may be used in both the text and the reference list. The entry should be alphabetized according to the full name of the organization, not the abbreviation: for example, Archaeological Institute of America (AIA) is alphabetized by Archaeological.

4. Edited Book Include the word *editor* or *editors* after the name.

4. Lal R, Stewart BA, editors. *Soil quality and biofuel production*. Boca Raton (FL): CRC Press, 2010; 210 p.

5. Chapter or Section in an Edited Book Give the author and title of the chapter or section first, followed by the word *In*, a colon, the book editor(s), and the book title. Then give the publication information for the book and the page numbers on which the chapter or section appears.

5. Ruse M. *Evolution and the idea of social progress*. In: Alexander D, Numbers RL, editors. *Biology and ideology from Descartes to Dawkins*. Chicago (IL): University of Chicago Press, 2010; p. 247–275.

6. Book in an Edition Other Than the First The edition number follows the title of the book.

6. Hawes RH, Fockens P, Varadarajulu S, editors. *Endosonography*. 2nd ed. Philadelphia (PA): Elsevier Saunders, 2011; 197 p.

CSE: CITING A BOOK BY ONE AUTHOR

When citing a book, use the information from the title page and the copyright page (on the reverse side of the title page), not from the book's cover or a library catalog. This page gives an example of a citation in the CSE citation-sequence system.

The diagram illustrates the components of a book and where to find citation information. On the left is the book cover for "IN PURSUIT OF THE GENE: From Darwin to DNA" by James Schwartz. In the middle is the title page, which includes the title, subtitle, author's name, and publisher information. On the right is the copyright page, which includes the copyright notice, publication date, and library cataloging data. Arrows indicate the flow of information from the cover to the title page and from the title page to the copyright page. Labels A through E are placed on the title page and copyright page to indicate where to find specific citation information.

Record the following information:

- A The author.** Give the last name first, followed by initials for first and middle names. Separate the last name and initials with only a space, not a comma. Do not separate initials. Separate the names of multiple authors with a comma or commas. End with a period.
- B The title.** Give the full title; include the subtitle (if any), preceded by a colon. Capitalize only the first word of the title and proper nouns. Do not underline or italicize the title or subtitle. End with a period.
- C The city of publication.** If more than one city is given, use the first one listed. For a city that may be unfamiliar to your readers or confused with another city, add an abbreviation of the state, an abbreviation of the province (if Canada), or the country in parentheses: Findlay (OH); London (ON); Milan (Italy). Insert a colon.
- D The publisher.** Give a shortened form of the publisher's name, omitting first names or initials and words like Company and Inc. Do not abbreviate or omit University Press. Insert a semicolon.
- E The date of publication.** Use the publication date, if one is given; otherwise use the copyright date. If a month of publication is given, use that as well: 2006 Oct. End with a period.

1. Schwartz J. In pursuit of the gene: from Darwin to DNA. Cambridge (MA): Harvard University Press; 2008.

From *In Pursuit of the Gene: From Darwin to DNA* by James Schwartz, Cambridge, MA: Harvard University Press, Copyright © 2008 by James Schwartz. Reprinted by permission of the publisher.

PERIODICALS

Journal Article List the author's name, the article title, and the abbreviated journal title followed by a period. Then give the year, a semicolon, the volume and (in parentheses) issue, a colon, and page numbers.

7. Gaskill M. What will get sick from the slick? *Nature*. 2010;466(7302):14–15.

Magazine Article List the author's name, the article title, and the magazine title, followed by the issue date and page number(s).

8. Begley S. What the spill will kill. *Newsweek*. 2010 Jun 14:24–28.

Newspaper Article List the author's name, the article title, and the newspaper name, followed by the issue date, section, page(s), and column number(s). If the newspaper does not use section numbers, use a colon between the date and the page number.

9. Stein R. Stem cells were God's will, says first recipient of treatment. *Washington Post*. 2011 Apr 16;Sect. A:1 (col. 2).

ELECTRONIC SOURCES

Online Book (Monograph) Include the word *Internet* in brackets following the title.

10. Rohrmann GF. *Baculovirus molecular biology* [Internet]. 2nd ed. Bethesda (MD): National Library of Medicine, National Center for Biotechnology Information; 2011 [cited 2011 Apr 17]. Available from: <http://www.ncbi.nlm.nih.gov/books/NBK49500/>

11. Article in an Online Journal or Magazine

11. Janes H, Dominici F, Zeger S. On quantifying the magnitude of confounding. *Biostatistics* [Internet]. 2010 [cited 2011 Jan 28];11(3):572–582. Available from: <http://biostatistics.oxfordjournals.org/>

12. Article in an Online Newspaper

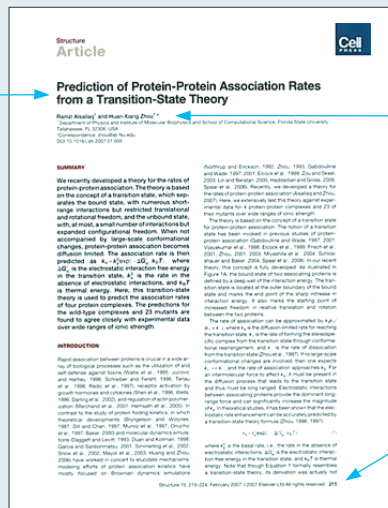
12. Kolata G. FDA sees promise in Alzheimer's imaging drug. *New York Times* [Internet]. 2011 Jan 20 [cited 2011 Apr 16]. Available from: <http://www.nytimes.com/2011/01/21/health/21alzheimers.html>

13. Article from a Database

13. Fadzly N, Burns KC. Hiding from the ghost of herbivory past: evidence for crypsis in an insular tree species. *Int J Plant Sci* [Internet]. 2010 [cited 2011 Mar 24];171(8):828–833. In: *Expanded Academic ASAP*. Farmington Hills (MI): Gale; 1980–2011. Available from: <http://infotrac.galegroup.com/> doi:10.1086/654850

CSE: CITING AN ARTICLE FROM A PERIODICAL

Periodicals include journals, magazines, and newspapers. This page gives an example of a citation for a print journal article.



A \square amzi \square sa \square and \square uan \square iang \square hou

C E F D
Structure \square 2 \square 22 \square February 200 \square
©200 \square Elsevier Ltd \square rights reserved

Record the following information:

- A The author.** Give the last name first, followed by initials for first and middle names. Separate the last name and initials with only a space, not a comma. Do not separate initials. Separate the names of multiple authors with a comma or commas. End with a period.
- B The article title.** Give the full title; include the subtitle (if any), preceded by a colon. Capitalize only the first word of the title and proper nouns. Do not underline or italicize the title or subtitle. End with a period.
- C The periodical title.** Do not underline or italicize the periodical title; capitalize all major words. Abbreviate journal and magazine titles but not newspaper titles. Follow the title with a period.
- D The date of publication.** For journals, include the year. For magazines and newspapers, include the month and, if available, the day (2006 Oct 16). Insert a semicolon but no space.
- E The volume number and issue number.** For journals, include the volume number followed by the issue number in parentheses. Insert a colon but no space.
- F Inclusive page numbers.** Give all the page numbers on which the article appears (66–69, 217–229, 1231–1236). For newspapers, give the section title before the page number and the column number in parentheses after the page number.

A
B

2. Alsallaq R, Zhou H-X. Prediction of protein-protein association rates from a transition-state theory.

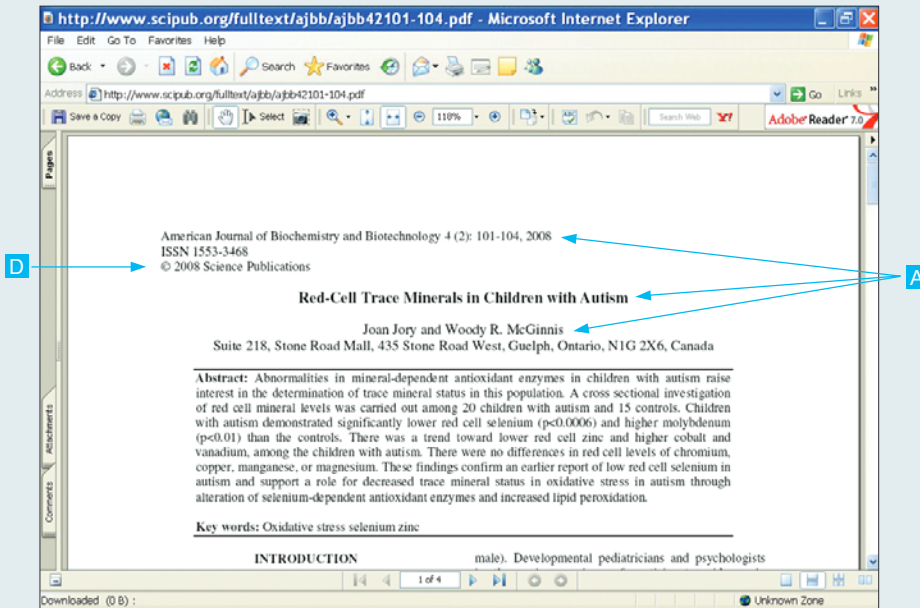
C
D
E
F

Structure. 2007;15(2):215–224.

Cover of Structure, Volume 15, Number 2, February 2007. Text pages reprinted from Structure, Volume 15, Number 2, February 2007, by R. Alsallaq and H. Zhou, "Prediction of Protein-Protein Association Rates from a Transition-State Theory," p. 215. Copyright 2007 with permission from Elsevier.

CSE: CITING AN ARTICLE FROM A DATABASE

Libraries subscribe to services such as LexisNexis, ProQuest, InfoTrac, and EBSCOhost, which provide access to databases of electronic texts. The databases provide publication information, abstracts, and the complete texts of documents in a specific subject area, discipline, or profession.



Record the following information:

- A Citation information for the article.** Include Internet in brackets after journal title. Include the word cite and the date in brackets after the publication date.
- B The database title.** Include database name.
- C The city of publication of the database.**
- D Publisher of the database and the date.** Insert the name of the database provider, followed by a semicolon, then the copyright or publication date.
- E The length of the article.** If the article does not have page numbers, give a length estimate (about 40 lines; about 3 screens) in brackets.
- F Retrieval information.** Include the words Available from, a colon, then the URL for the database. Include the article number or DOI, if available.

A

3. Jory J, McGinnis WR. Red-cell trace minerals in children with autism. Am J Biochem Biotech

B C

[Internet]. 2008 [cited 2008 May 31];4(2):101–104. Science Publications. [place unknown]:

D F

Science Publications; c2008. Available from: <http://www.scipub.org/fulltext/ajbb/ajbb42101-104.pdf>

“Red-Cell Trace Minerals in Children with Autism” by J. Jory and W. R. McGinnis from American Journal of Biochemistry and Biotechnology, Volume 4, No. 2, 2008.

14. Work from a Web Site

14. Gulf of Mexico oil disaster: species impact [Internet]. Washington (DC): World Wildlife Fund; c2010 [modified 2010 Oct 14; cited 2011 Mar 4]; [about 13 screens]. Available from: <http://www.worldwildlife.org/what/howwedoit/policy/oil-disaster-species-impacts.html>

15. Government Site

15. Carter J. Worldwide distribution, spread of, and efforts to eradicate the nutria (*Myocastor coypus*) [Internet]. Lafayette (LA): National Wetlands Research Center (US); c2011 [modified 2011 Feb 28; cited 2011 Mar 4]. Available from: <http://www.nwrc.usgs.gov/special/nutria/index.htm>

1. E-mail Message E-mail is considered personal communication; cite it only in the text.

... (2011 e-mail to Kimball; unreferenced).

1. Online Posting

17. bae. Re: Question re: fertilizing plants. In: BIONET [discussion list on the Internet]. [London (GB); Medical Research Council]; 2010 Apr 8, 9:14 pm [cited 2011 Feb 15]. Available from: <http://iubio.bio.indiana.edu:7131/bionet/mm/plantbio/2010-April/027763.html>

OTHER SOURCES

1. Scientific or Technical Report

18. Seglund AE, Schnurr PM. Colorado Gunnison's and white-tailed prairie dog conservation strategy [Internet]. Denver (CO): Colorado Division of Wildlife; 2010. Available from: <http://wildlife.state.co.us/>

1. Paper Published in Conference Proceedings

19. Xu S, Zhou J, Racz J, Roys S, Shi D, Fiskum G, Gullapalli R. Early metabolic and structural changes in the rat brain following trauma in vivo using MRI. In: Herold KE, Bentley WE, Vossoughi J, editors. Proceedings of the 26th Southern Biomedical Engineering Conference; 2010 Apr 30–May 2; College Park (MD); [place unknown]: Springer-Verlag; 2010. p. 5–8.

2. Government Document

20. Senate (US), Committee on the Judiciary. Exxon Valdez to Deepwater Horizon: protecting the victims of major oil spills. Washington (DC): Government Printing Office; 2010.

21. Unpublished Document Give information about the document’s availability.

21. Disaster response manual [updated 2007 Oct]. Located at: Yale University Library circulation desks and main office, New Haven (CT) [Instructions for responding to water and other disasters in the Yale University Library system].

22. Map or Chart Include the type of map in brackets.

22. Avian influenza map [interactive map on the Internet]. Washington (DC): Geological Survey (US); c2011 [cited 2011 Apr 15]. Available from: <http://www.nwhc.usgs.gov/map/>

23. Other Media Give a description of the medium in brackets.

23. Lost & found: bird’s-eye view [podcast on the Internet]. In: Abumrad J, Krulwich R, editors. RadioLab [radio program]. New York (NY): WNYC; 2011 Jan 25 [cited 2011 Apr 24]. Available from: <http://www.radiolab.org/2011/jan/25/birds-eye-view/>

Sample CSE Reference List Following is a sample reference list using the CSE citation-sequence system.

References

Journal article → 1. Gaskill M. What will get sick from the slick? *Nature*. 2010;466(7302):14–18

Book in an edition other than the first → 2. Lawes J, Locke S, Araçaru I, editors. *Osogochi* 2000. Philadelphia (PA): Elsevier Publishers; 2011; 107 p.

Chapter in an edited book → 3. Guse M. Evolution of the idea of social progress. *Journal of Numbers*. 2010; 10: 247–270. Chicago (IL): University of Chicago Press; 2010; p 247–270.

Article in an online journal → 4. Jones J, Smith J. Quantifying the magnitude of confounding. *Biostatistics*. 2010 [cited 2011 Apr 24]; 11(1):72–82. Available from: <http://biostatistics.oup.com/journals>

Online article with a DOI → 5. Quinn N. Digging from the ghost of her forcast to the future for crisis in a insular tree species. *It is a bit like*. 2010 [cited 2011 Mar 24]; 171(1): 1–10. *Journal of Applied Ecology*. 2011; 48(1): 10–20. Available from: <http://journals.galegroup.com/doi/10.1016/j.jecol.2010.10.010>