Part One: Understanding Literature References

Objectives
1. To understand that publications are cited according to standard style formats;
2. To understand that the elements included in the references (i.e. facts of publication) vary according to the type of publication being cited;
3. To analyze the elements in a reference to identify the type of publication being cited;
4. To select the appropriate method of locating citing publications in Randall Library, including paper, electronic, and microform formats.
5. To prepare literature references following the style used by the journal, *Ecology*.

INTRODUCTION

Scientific journals contain articles written by, and addressed to, experts in a particular area of study. They are concerned with academic study, especially research, and demonstrate the methods and concerns of scholars or scientists. The main purpose of these journals is to report original research or experimentation and to communicate this information to the rest of the scholarly world. Many scholarly journals are published by professional organizations, and the language of these journals also reflects the discipline covered, as it assumes some knowledge or background on the part of the reader. Many scholarly journals use a process of peer review prior to publishing an article. An article submitted for publication in a peer-reviewed scientific journal is sent to reviewers, often specialists who are familiar with the topic or are experts in similar fields or areas. These “peers” evaluate the content and methodology of the author(s)’ work to ensure that it reflects solid scholarship. This editorial and peer review process also serves to remove subjectivity and sensationalism from the publication process. Only articles that have passed through this process are accepted for publication.

One of the essential parts of a scientific paper is a review of previously published literature related to the organism or phenomenon studied, or the methodology used in the paper. A list of the publications reviewed in the paper is included in the *Literature Cited* section, which is located at the end of the paper. This allows the paper’s readers to follow the progression of related research and seek additional details provided by the papers cited. These publications are listed in alphabetical order by the author’s last name, and include additional elements (e.g. title of article, name of journal, volume/issue, and page numbers) to enable the reader to locate the actual publication.

Authors of scientific papers must properly cite previously published materials relating to their research. These materials are referred to as references or citations, and are composed of bibliographic elements which present the facts of publication. Elements included vary depending upon the type of publication being cited. For example, book references include the city of publication, while journal articles do not. On the other hand, journal articles include volume and page numbers because these elements are crucial in locating the article being cited. Careful attention to the details necessary in providing accurate and complete references is the hallmark of a well-trained researcher and expedites research for future scientists.
For this lab, the preferred citation style format is that used by the journal, *Ecology*, a publication of the Ecological Society of America (ESA) that publishes essays and articles reporting the results of original scientific research in basic and applied ecology. For additional information on the journal, *Ecology*, and other publications of the ESA, please see: http://www.esa.org/

**ELEMENTS of a CITATION**

You will find that references to all types of publications begin with the same information elements: author, year, title. It is at the end of the entry that the elements differ. For example, periodical article citations end with page numbers, while books, dissertations, and conference proceedings citations end with a city, state, and country.

The sections that follow provide examples of several different types of publications and the required bibliographic elements for preparing a citation for that publication.

**JOURNAL ARTICLE**

- **Author(s).** Invert the order of the first author's name (last name first, with a comma between last name and first initial), but subsequent authors' names are in normal order. Instead of first & middle names, use initials. Use commas between authors' names and a period after the list of authors.

- **Year of publication.** Use a period after the year.

- **Article title.** Capitalize only the first word, proper names, and the first word of a genus-species name. Genus-species names are printed in *italics* or *underlined*. Use a period after the title.

- **Periodical title.** Capitalize all significant words in the title. No abbreviations are allowed. Omit "The" when it is the first word of the title.

- **Periodical volume number.** Use a colon after the number.

- **Page numbers.** Use a dash between beginning and ending number, use full numbers (e.g., 430-435 not 430-35.) Use a period after the page numbers.

**Examples of Citing PERIODICAL ARTICLES in the Literature Cited Section of Your Paper:**


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**BOOK or GOVERNMENT DOCUMENT (MONOGRAPH)**

- **Author(s).** Invert the order of the first author's name (last name first, with a comma between last name and first initial), but subsequent authors' names are in normal order. Instead of first & middle names, use initials. Use commas between authors' names and a period after the list of authors. For government documents which do not name individual authors, use the agency name as the author.

- **Year of publication.** Use a period after the year.

- **Book title.** Capitalize only the first word, proper names, and the first word of a genus-species name. Genus-species names are printed in *italics* or *underlined*. Use a period after the title.

- **Edition**, if other than first. No abbreviations.

- **Publisher.** It is not necessary to include "Company" or "Incorporated" in the name. Use a comma after the name.

- **City, State** (if applicable), **Country** where the publisher is located. It is permitted to use USA as an abbreviation, but do not abbreviate other country names. Separate with commas and use a period after the country name.

**Examples of Citing a BOOK in the Literature Cited Section of Your Paper:**


**CHAPTER in a BOOK**

- **Chapter author(s).** Invert the order of the first author's name (last name first, with a comma between last name and first initial), but subsequent authors' names are in normal order. Instead of first & middle names, use initials. Use commas between authors' names and a period after the list of authors.

- **Year of publication.** Use a period after the year.

- **Chapter title.** Capitalize only the first word, proper names, and the first word of a genus-species name. Genus-species names are printed in *italics* or **underlined**. Use a period after the title.

- **Page numbers.** Capitalize and spell out "Pages." Use a dash between beginning and ending number, use full numbers (e.g., 430-435 **not** 430-35.)

- **in** (in *italics* or **underlined**, but not capitalized)

- **Editors’ initials and last name(s).** Do not invert name order. Use a comma and "editor" or "editors" after names. Follow with a period.

- **Book title.** Capitalize only the first word, proper names, and the first word of a genus-species name. Genus-species names are printed in *italics* or **underlined**. Use a period after the title.

- **Publisher.** It is not necessary to include "Company" or "Incorporated" in the name. Use a comma after the name.

- **City, State (if applicable), Country where the publisher is located.** It is permitted to use USA as an abbreviation, but do not abbreviate other country names. Separate with commas and use a period after the country name.

**Examples of Citing a CHAPTER in a BOOK in the Literature Cited Section of Your Paper:**


**DISSERTATION or THESIS**

- **Author.** Invert the order of the author's name (last name first, with a comma between last name and first initial). Instead of first & middle names, use initials. Use a period after the name.

- **Year of publication.** Use a period after the year.

- **Dissertation title.** Capitalize only the first word, proper names, and the first word of a genus-species name. Genus-species names are printed in *italics* or *underlined*. Use a period after the title.

- **Dissertation or Thesis.** Use the appropriate word to indicate the type of paper. Use a period after the word.

- **Institution.** The full name of the college or university granting the degree. Use a comma after the name.

- **City, State (if applicable), Country where institution is located.** It is permitted to use USA as an abbreviation, but do not abbreviate other country names. Separate with commas and use a period after the country name.

Examples of Citing a DISSERTATION or THESIS in the Literature Cited Section of Your Paper:


CONFERENCE PAPER

- **Paper author(s).** Invert the order of the first author's name (last name first, with a comma between last name and first initial), but subsequent authors' names are in normal order. Instead of first & middle names, use initials. Use commas between authors' names and a period after the list of authors.

- **Year of publication.** Use a period after the year.

- **Paper title.** Capitalize only the first word, proper names, and the first word of a genus-species name. Genus-species names are printed in *italics* or *underlined*. Use a period after the title.

- **Page numbers.** Capitalize and spell out "Pages." Use a dash between beginning and ending number, use full numbers (e.g., 430-435 not 430-35.)

- **in** (in *italics* or *underlined*, but not capitalized)

- **Editors' initials and last name(s).** Do not invert name order. Use a comma and "editor" or "editors" after names. Follow with a period.

- **Conference title.** Some conferences have a specific "theme" title as well as a title noting that it is proceedings of a specific (sometimes numbered) conference of an organization or broad topic. Capitalize only the first word, proper names, and the first word of a genus-species name. Genus-species names are printed in *italics* or *underlined*. It is optional to include the city, state, country, and dates of the conference. If included, separate this information from the title with a comma, and use a comma after the city, state, and country. Use a period after the title.

- **Publisher** (sometimes, but not always, this is the sponsoring organization.) Use a comma after the name.

- **City, State (if applicable), Country where publisher is located.** It is permitted to use USA as an abbreviation, but do not abbreviate other country names. Separate with commas and use a period after the country name.

**Example of Citing a CONFERENCE PAPER in the Literature Cited Section of Your Paper:**


GOVERNMENT DOCUMENT or BOOK IN A SERIES

- **Author(s).** Invert the order of the first author's name (last name first, with a comma between last name and first initial), but subsequent authors' names are in normal order. Instead of first & middle names, use initials. Use commas between authors' names and a period after the list of authors. For government documents which do not name individual authors, use the agency name as the author.

- **Year of publication.** Use a period after the year.

- **Title.** Capitalize only the first word, proper names, and the first word of a genus-species name. Genus-species names are printed in italics or underlined. Use a period after the title.

- **Agency Name or Series Title.** Capitalize all significant words.

- **Report number or Number in series.** Use a period after the number.

- **Publisher.** For U.S. or state government documents, include the name of the department or agency. Use a comma after the department/agency, and include the field station or office. Follow this with a comma.

- **City, State (if applicable), Country where the publisher is located.** It is permitted to use USA as an abbreviation, but do not abbreviate other country names. Separate with commas and use a period after the country name.

Examples of a GOVERNMENT DOCUMENT in a NUMBERED SERIES in the Literature Cited Section of Your Paper:


Examples of a BOOK in a NUMBERED SERIES in the Literature Cited Section of Your Paper:


SOFTWARE

- **Author(s)**. Name of Company.
- **Year of publication**. Use a period after the year.
- **Title**. Name of Software. Use a period after the product’s name.
- **Publisher**. It is not necessary to include "Company" or "Incorporated" in the name. Use a comma after the name.
- **City, State** (if applicable), Country where the publisher is located. It is permitted to use USA as an abbreviation, but do not abbreviate other country names. Separate with commas and use a period after the country name.

Examples of SOFTWARE in the Literature Cited Section of Your Paper:

IBM. 2012. IBM SPSS version 21. IBM Software Group, Chicago, Illinois, USA.


USING and CITING INTERNET RESOURCES

The Literature Cited section of a paper may refer only to permanently archived material. If a reasonably diligent scholar 20 years in the future could not be assured of finding a particular source, it would not be acceptable as literature cited. Because Internet sources typically have a short half-life, they may not be included in Literature Cited sections unless there is reasonable evidence of permanency.

In attempting to find examples of references to Web pages cited in articles from the journal, Ecology, articles published in the past year were examined. Below are several examples of websites articles from Ecology. Before using web pages, please consult with your instructors about their opinions on using Internet resources for your research.


These references were used as models for the web sites cited above. We will continue to review bibliographies in future issues of Ecology for additional guidance.
Citing an image:

PLATE I. North American millipede (*Narceus americanus*) in Halyburton Park, Wilmington, North Carolina. Photo credit: P. Fritzler

Citing a Chi-square table in the Literature Cited section of your paper:


Williams, J. Probability, Chi square, and pop beads. Southwest Tennessee Community College, Memphis, Tennessee, USA. http://faculty.southwest.tn.edu/jiwilliams/probability.htm