

# The IEEE style

(2012 Edition)

**As used in:**

Computer Science

Electronics



# Contents

Using this guide .....	3
Why reference? .....	3
Frequently asked questions .....	4
Further information .....	6
IEEE reference list examples .....	7

## Using this guide

This guide is intended to help you understand how to use source material effectively in this referencing style. It outlines the general features of the style, but **it is important that you follow your department's specific guidelines as there are some different interpretations and requirements that might be specifically required within your discipline.** The examples given are consistent with the format of the larger set of example IEEE references available at [www.york.ac.uk/integrity](http://www.york.ac.uk/integrity). Both resources have been created using guidance published by the IEEE and, where necessary, resources published by other bodies.

## Why reference?

Citing and referencing source material is a crucial aspect of academic writing. You will probably be aware that plagiarism (using someone else's work as though it were your own) is a serious form of academic misconduct and it must be avoided at all costs. Referencing accurately and consistently is an important part of ensuring the distinction is clear between your words and the words and ideas of others in your assignments. **In-text citation** is included in the body of your text and is there to **directly** show the reader where an idea, piece of information, and/ or a quotation are from. The reader will then be able to match the source cited in the text to the full reference given in your bibliography where full details of the publication are presented. Citing of source materials within your assignment is useful and beneficial to supporting your argument. However, be selective. Do not just use as many references as you can in a bid to impress the marker that you've read a massive amount. Your references should be relevant and are an integral part of your argument, that is you discuss or critique them in your writing.

For example, if you:

- Include data from your reading (eg tables, statistics, diagrams)
- Describe or discuss a theory, model or practice from a particular writer
- Want to add credibility to your argument by bringing in the ideas of another writer – for or against
- Provide quotations or definitions in your essay
- Paraphrase or summarise information which is not common knowledge.

} cite the source

## Frequently asked questions

### ► What is the IEEE Style?

The IEEE is the Institute of Electrical and Electronics Engineers and they specify a system of citation in their guidance for authors writing for their publications. IEEE is a numeric system in which a source is given a citation number in-text in [ ]. The full details of the source are provided in a reference list at the end, ordered according to first appearance in the text.

### ► Where do I place the citation?

Put your citation number directly after the reference, not at the end of the sentence (unless this is where the reference is mentioned). Punctuation should be placed outside of the brackets.

For example: ...similar results have been recorded [1-3] that support this hypothesis.

### ► When must I use page numbers in my in-text citations?

It is important to give a page number with a reference in the following circumstances:

- when quoting directly
- when referring to a specific detail in a text (for example, a specific theory or idea, an illustration, a table, a set of statistics).

This might mean giving an individual page number or a small range of pages from which you have taken the information. Giving page numbers enables the reader to locate the specific item to which you refer.

### ► How do I effectively cite quotations?

Use double quotation marks to enclose the direct text. For short quotations (of less than three lines), use a brief phrase to introduce the quotation. For example: **As Neville emphasises, “you should cite all sources and present full details of these in your list of references” [1].**

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Reference: [1] C. Neville, *The Complete Guide to Referencing and Avoiding Plagiarism*, 2nd ed. Maidenhead: Open University Press, 2010, p.37.

**NB** The page number is added to the end of the reference.

For longer quotations (of three lines or more) you use block quotation, without quotation marks, but clearly indent the quote to indicate these words are not your own. For example:

Neville comments that:

It can sometimes be difficult, if not impossible, to avoid using some of the author’s original words, particularly those that describe or label phenomena. However, you need to avoid copying out what the author said, word for word. Choose words that you feel give a true impression of the author’s original ideas or action [1].

The in-text citation is given at the end of the quotation and before the punctuation, with a full reference, including page number, in the reference list being given as in the example above.

### ▶ Where else should I give an in-text citation?

For a summary or paraphrase, you must include an in-text citation. For example:

According to Neville [1], sometimes it is unavoidable you will use a few words that the author used.

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Reference: [1] C. Neville, *The Complete Guide to Referencing and Avoiding Plagiarism*, 2nd ed. Maidenhead: Open University Press, 2010.

### ▶ What is the IEEE convention for using capital letters?

Capitalise the major words of publication titles. Articles (a, an, the) and conjunctions (and, but, for, or) should be in lower case. For example:

[2] U. J. Gelinas, et al., *Business Processes and Information Technology*. Cincinnati: South-Western/Thomson Learning, 2004.

### ▶ Should I use secondary references?

A secondary reference is given when you are referring to a source which you have not read yourself, but have read about in another source, for example referring to Jones' work that you have read about in Smith. **You should avoid using secondary references** and locate the original source and reference that.

### ▶ How do I cite a source that has three or more authors?

If there are three or more authors, use *et al.* after the name of the first author.

### ▶ What if I want to use a number of sources in one in-text citation?

If, for example, you are pulling together a number of sources to support your argument you may want to use a number of sources in one citation. Simply separate out the numbers by comma, for example [1], [3]. For a range of sources, simply use a hyphen, for example [5-7].

### ▶ What happens if I cite the same source twice?

If you refer to the same source twice, repeat the earlier reference number and renumber the reference list accordingly.

### ▶ What abbreviations can I use?

It is common in science publications to use standard abbreviations for common words in book and journal titles to give more concise references (for example IEEE Syst. J for the IEEE Systems Journal). The IEEE lists the standard abbreviations for its titles and for other key words, and these can be found at:

[www.ieee.org/documents/ieeecitationref.pdf](http://www.ieee.org/documents/ieeecitationref.pdf).

► **Common abbreviations used include:**

Abbreviation	Meaning
Appl.	Applied
Conv.	Convention
Ed. or Eds.	Editor(s)
et al.	and others
Fig.	Figure
no.	(issue) number
p.	Page (single)
pp.	Pages (page range)
Rep.	Report
Soc.	Society
Tab.	Table
vol.	Volume

## Further information

University of York referencing guides and A to Z of examples [www.york.ac.uk/integrity](http://www.york.ac.uk/integrity)

'Referencing the Discussion' tutorial available through Yorkshire <http://vle.york.ac.uk>

IEEE Citation Reference. Available: [www.ieee.org/documents/ieeecitationref.pdf](http://www.ieee.org/documents/ieeecitationref.pdf)

IEEE Transactions, Journals, and Letters: Information for Author. Available: [www.ieee.org/documents/info\\_authors\\_kit.pdf](http://www.ieee.org/documents/info_authors_kit.pdf)

IEEE Standards Style, University of Ottawa. Available: [www.sass.uottawa.ca/writing/kit/reference-ieee.pdf](http://www.sass.uottawa.ca/writing/kit/reference-ieee.pdf)

IEEE Style, Murdoch University. Available: <http://libguides.murdoch.edu.au/content.php?pid=144623&sid=1229928>

C. Neville, *The Complete Guide to Referencing and Avoiding Plagiarism*, 2nd ed. Maidenhead: Open University Press, 2010.

## IEEE reference list examples

Your reference list should be arranged to match the order in which they appear in your report.

Type of source	Format
Book (one author)	[1] W. K. Chen, <i>Linear Networks and Systems</i> . Belmont, CA: Wadsworth, 1993.
Book (two authors)	[2] F. Giannini and G. Leuzzi, <i>Nonlinear Microwave Circuit Design</i> . Chichester: J. Wiley and Sons, 2004.
Book (three or more authors)	[3] U. J. Gelinas, et al., <i>Business Processes and Information Technology</i> . Cincinnati: South-Western/Thomson Learning, 2004.
Chapter in an edited book	[4] D. Ginat, "Overlooking number patterns in algorithmic problem solving," in <i>Number Theory in Mathematics Education: Perspectives and Prospects</i> , R. Zazkis and S. R. Campbell, Eds. Mahwah, NJ: Lawrence Erlbaum Associates, 2006, pp. 223–247.
Conference paper (published)	[5] L. Liu and H. Miao, "A specification based approach to testing polymorphic attributes," in <i>Formal Methods and Software Engineering: Proceedings of the 6th International Conference on Formal Engineering Methods, ICFEM 2004</i> , Seattle, WA, USA, November 8–12, 2004, J. Davies, W. Schulte, M. Barnett, Eds. Berlin: Springer, 2004. pp. 306–19.
Journal article	[6] J. R. Beveridge and E. M. Riseman, "How easy is matching 2D line models using local search?" <i>IEEE Transactions on Pattern Analysis and Machine Intelligence</i> , vol. 19, no. 6, pp. 564–579, June 1997.
Website with author	[7] J. Amos (2012, Feb. 12). "Eavesdropping on the Squid World". BBC News [Online]. Available: <a href="http://www.bbc.co.uk/news/science-environment-17117194">http://www.bbc.co.uk/news/science-environment-17117194</a> . [Accessed: Feb. 27, 2012].
Website with no author	[8] Apple. "IEEE Standards Power & Energy Dictionary," itunes.apple.com. [Online]. Available: <a href="http://itunes.apple.com/us/app/ieee-standards-power-energy/id491148158?mt=8&amp;WT.mc_id=tm_proj_pe">http://itunes.apple.com/us/app/ieee-standards-power-energy/id491148158?mt=8&amp;WT.mc_id=tm_proj_pe</a> . [Accessed: Feb. 27, 2012].

[www.york.ac.uk/integrity](http://www.york.ac.uk/integrity)

15663 / The Studio: [www.york.ac.uk/design/copyandprint](http://www.york.ac.uk/design/copyandprint)

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Learning Enhancement Team

[integrity@york.ac.uk](mailto:integrity@york.ac.uk)