

Guidelines for Referencing Written Assignments

References

Number references consecutively in the order in which they are first mentioned in the text. Identify references in text, table, and legends by Arabic numerals in parentheses. References cited only in tables or in legends to figures should be numbered in accordance with a sequence established by the first identification in the text of the particular table or illustration.

Use the style of the examples below, which are based with slight modifications on the formats used by the U.S. National Library of Medicine in *Index Medicus*. The titles of journals should be abbreviated according to the style used in *Index Medicus*. Consult *List of Journals Indexed in Index Medicus*, published annually as a separate publication by the library and as a list in the January issue of *Index Medicus*.

Try to avoid using abstracts as references; "unpublished observations" and "personal communications" should be used only when absolutely necessary, although references to written, not oral, communications may be inserted (in parentheses) in the text. Include among the references papers accepted by no yet published; designate the journal and add "In press." Information from manuscripts submitted but not yet accepted should be cited in the text as "unpublished observations: (in parentheses).

The references must be verified by the author(s) against the original documents. Examples of correct forms of references are given below.

Articles in Journals

(1) *Standard journal article* (List all authors, but if the number exceeds six give six followed by et al.)

You DH, Lee KY, Chey Ry, Menguy R. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1980 Aug; 79(2):311-4.

As an option, if a journal carries continuous pagination throughout a volume, the month and issue number may be omitted.

You Ch, Lee KY, Chey Ry, Menguy R. Electrogastrographic study of patients with unexplained nausea, bloating and vomiting. *Gastroenterology* 1980; 79:311-4

Goate AM, Haynes AR, Owen MJ, Farrall M, James LA, Lai LY, et al. Predisposing locus for Alzheimer's disease on chromosome 21. *Lancet* 1989; 1:352-5

(2) *Organization as author*

The Royal Marsden Hospital Bone-Marrow Transplantation Team. Failure of syngeneic bone-marrow graft without preconditioning in post-hepatitis marrow aplasia. *Lancet* 1977;2:742-4

(3) *No author given*

Coffee drinking and cancer of the pancreas [editorial]. *BMJ* 1981;28.:628.

(4) *Article in a foreign language*

Mossone L, Borghi S, Pestarino A, Piccini R, Cambini C. Localisations palmaire purpuriques de la dermatite hepétoforme. *Ann Dermatol Venereol* 1987; 114:1545-7.

(5) *Volume with supplement*

Magni F, Rossoni G, Beri F. BN-52021 protects guinea-pig from heart anaphylaxis. *Pharmacol Res Commun* 1988; 20 Suppl 5:75-8

(6) *Issue with supplement*

Gardos G, Cole JO, Haskell D, Marby D, Paine SS, Moore P. The natural history of tardive dyskinesia. *J Clin Psychopharmacol* 1988; 8(4 Suppl):31S-37S.

(7) *Volume with part*

Hanly C. Metaphysics and innateness a psychoanalytic perspective. *Int J Psychoanal* 1988; 69(Pt 3): 389-99\

(8) *Issue with part*

Edwards L, Meyskens R, Levine N. Effect of oral isotretinoin on dkysplastic nevi. *J Am Acad Dermatol* 1989; 20(2 Pt 1):257-60.

(9) *Issue with no volume*

Vaumeister AA. Origins and control of stereotyped movements. *Nonogr Am Assoc Ment Defic* 1978;(3):353-84.

(10) *No issue or volume*

Danoek K. Skiing in and through the history of medicine. *Nord Medicinihist Arsb* 1982:86-100.

(11) *Pagination in Roman numerals*

Ronne Y. Ansvarsfall. Blodtransfusion till fel patient. Vardfacket 1989;13:XXVI-XXVII.

(12) *Type of article indicated as needed*

Spargo PM, Manners JM. DDAVP and open heart surgery [letter]. Anaesthesia 1989;44:363-4.

Furhman SA, Joiner KA. Binding of the third component of complement C3 by Toxoplasma gondii [abstract]. Clin Res 1987;35:475A

(13) *Article containing comment*

Picoli A, Bossatti A. Early steroid therapy in IgA neuropathy: still an open question [comment]. Nephron 1989;48:12-7. Comment on: Nephron 1988;48:12-7.

(14) *Article commented on*

Kobayashi Y, Fujui K, Hiki Y, Tateno S, Kurokawa A, Kamiyama M. Steroid therapy in IgA nephropathy: a retrospective study in heavy proteinuric cases [see comment]. Nephron 1988;48:12-7. Comment in: Nephron 1989;51:289-94.

(15) *Article with published erratum*

Schofield A. The GAGE questionnaire and psychological health [published erratum appears in Br J Addict 1989;84:701]. Br J Addict 1988;83:761-4.

Books and Other Monographs

(16) *Personal author(s)*

Colson JH, Armour WJ. Sports injuries and their treatment. 2nd rev. ed. London: St. Paul, 1986.

(17) *Editor(s), compiler as author*

Diener HC, Wilkinson B, editors. Drug-induced headache. New York: Springer-Verlag, 1989.

(18) *Organization as author and publisher*

Virginia Law Foundation. The medical and legal implications of AIDS. Charlottesville: The Foundation, 1987.

(19) *Chapters in a book*

Weinstein L, Swartz MN. Pathologic properties of invading microorganisms. In: Sodeman WA Jr, Sodeman WA, editors. Pathologic physiology: mechanisms of disease. Philadelphia: Saunders, 1974:457-72.

(20) *Conference proceedings*

Vivian V, editor. Child abuse and neglect: a medical community response. Proceeding of the First AMA National Conference on Child Abuse and Neglect; 1984 Mar 30-31; Chicago. Chicago: American Medical Association, 1985.

(21) *Conference proceedings*

Harley NH. Comparing radon daughter dosimetric and risk models. In: Gammage RB, Kaye SV, editors. Indoor air and human health. Proceedings of the Seventh Life Sciences Symposium; 1984 October 29-31; Knoxville (Tn). Chelsea (MI): Lewis, 1985:69-78.

(22) *Scientific and technical report*

Akutsu T. Total heart replacement device. Bethesda (MD): National Insitiutes of Health, National Heart and Lung Institute; 1974 Apr. Report No: NIG-NHLI-69-2785-4.

(23) *Dissertation*

Youssef MN. School adjustment of children with congenital heart disease [dissertaion]. Pittsburgh (PA): Univ. of Pittsburgh, 1988.

(24) *Patent*

Harred JF, Knight AR, McIntyre JS, inventors. Dow Chemical Company, assignee. Epoxidation process. US patent 3,654,317. 1972 Apr 4.

Other Published Material

(25) *Newspaper article*

Rensberger B, Specter B. CFCs may be destroyed by natural process. The Washington Post 1989 Aug 7; Sec. A:2(col 5).

(26) *Audiovisual*

AIDS epidemic: the physician's role [videorecording]. Cleveland (OH): Academy of Medicine of Cleveland, 1987.

(27) *Computer file*

Renal system [computer program]. MS_DOS version. Edwardsville (KS): MediSim, 1988.

(28) *Legal material*

Toxic Substances Control Act: Hearing on S. 776 Before the Subcomm. on the Environment of the Senate Comm on Commerce, 94th Cong., 1st Sess. 343 (1975).

(29) *Map*

Scotland [topographic map]. Washington: National Geographics Society (US), 1981.

(30) *Book of the Bible*

Ruth 3:1-18. The Holy Bible. Authorized King James version. New York: Oxford Univ. Press, 1972.

(31) *Dictionary and similar references*

Ectasia. Dorland's illustrated medical dictionary. 27th ed. Philadelphia: Saunders, 1988:527.

(32) *Classical material*

The Winter's Tale: act 5, scene 1, lines 13-16. The complete works of Wiliam Shakespeare. London: Rex., 1973.

Unpublished Material

(33) *In press*

Lillywhite HB, Donald JA. Pulmonary blood flow regulation in an aquatic snake. Science. In press.

Electronic Media

(34) *Selected citations*

NOTE: Not more than 20 of your references may be electronic citations!

Citing electronic documents from various sites

When citing electronic versions of printed publications, cite the usual bibliographic information.

For example, to cite an Advanced Data viewed on the NCHS home page. use the suggested citation on the last page,

National Center for Health Statistics home page

Place of publication or publisher, title, the full HTTP address, and the date of access.

Example National Center for Health Statistics. Home page.

<http://www.cdc.gov/nchswww/lmission.htm>. December 1994.

(35) *Public-use data file*

Place of publication or publisher, tide. the full FTP address, and the date of access,

Example: National Center for Health Statistics. National Ambulatory Medical Survey, 1994.

Public-use data file and documentation. [ftp://ftp.cdc.gov~pub/Health_Statistics"NCHS"](ftp://ftp.cdc.gov~pub/Health_Statistics). 1996.

(36) *Entire database*

Place of publication or publisher, title, the full HTTP address, and the date of access.

For example: Centers for Disease Control and Prevention. CDC Wonder, <http://wonder.cdc.gov/>.

April 1995,

To cite documents from various electronic locations, use the following formats.

(37) *File Transfer Protocol (FTP) sites*

To cite files available for downloading via FTP, give the author's name (if known), the full title of the paper, and the address of the FTP site along with the full path to follow to find the paper and the date of access.

Example: Bruckman A. Approaches to managing deviant behavior in virtual communities.

<ftp.media.mit.edu> Pub/asb/papers/deviance-chi94,.Dec4.1994.

(38) *World Wide Web (WWW) sites*

To cite files available for viewing/downloading via the World Wide Web, give the author's name (if known) of the work the title of the complete work if applicable the full HTTP address, and the date of visit.

Example Burka LP. A hypertext history of multi-user dimensions. MUD history.

<http://www.ccs.neu.edu/home/lpb/mud-history.html>. Dec 5,1994.

(39) *Telnet sites*

(Sites and files available via the telnet protocol)

List the author's name (if known), the title of the work (if shown), the title of the full work if applicable, and the complete telnet address, along with directions to access the publication along with the date of visit.

Example: Gomes L. Xerox's on-line neighborhood: A great place to visit Mercury News. May 3, 1992. telnet lambda.parc.xerox.com 8888, @ go #50827, press 13. Dec 5, 1994.

(40) *Synchronous communications (MOOs, MUDs, IRC, etc.)*

Give the name of the speaker(s) and type of communication (i.e. personal interview), the address if applicable and the date in parentheses.

Example: Pine-Guest. Personal interview, telnetworld.sensemedia.net 1234. Dec 12, 1994.

(41) *GOPHER sites (Information available via gopher search protocols)*

For information found using gopher search protocols, list the author's name, the title of the paper, any print publication information, and the gopher search path followed to access the information including the date that the file was accessed.

Example: QuitmerJ Far out: Welcome to their world built of MUD. Published in Newsday Nov 7 1993. gopher University of Koeln/About MUDs. MOOs and MUSEs In education/selected paper/newsday. Dec 5. 1994.

(42) *E-Mail, listserv, and newlist citations*

Give the author's name (if known), the subject line from the posting, and the address of the listserv or newlist along with the date. For personal e-mail listings, the address may be omitted.

Example: Bruckman A. MOOSE crossing proposal. mediamoo@media.mit.edu. Dec 20, 1994.

Seabrook RHC. Community and progress, cyber@jefferson.village.virginia.edu. Jan 22, 1994.

Thomson B. Virtual reality. Personal e-mail. Jan 25, 1995.

Source: National Center for Health Statistics. How to cite.

<http://www.cdc.gov/nchswww/howto/sitelec.htm>. July 2, 1998

Appendix or Appendices

Lists of terms, definitions, questionnaires, and other supplemental information useful but not essential to the main body of text may be included in an appendix or appendices. If the thesis cannot stand on its own without this material, then the material is not an appendix and should be incorporated into the main text.