

## Using References in Your Assignments: the IEEE referencing system

### 1. Overview of Referencing

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The two parts to referencing are:

1. citations in the text of the report
2. a list of references in the final section.

**Citations** show that information comes from another source.

**The list of references** gives the details of these sources.

You need to use citations when:

- you incorporate information from other sources:
  - factual material
  - graphs and tables of data
  - pictures and diagrams
- you quote word-for-word from another work.

There are **two systems of referencing commonly used in Engineering**, the author-date (or Harvard) system and the numbering system. However, you always have to check whether your lecturer wants you to use a particular system of referencing in your reports. For example, you are usually advised to use the author-date referencing system in Civil Engineering, the IEEE referencing system in Electrical and Computer Systems Engineering and the AIP referencing system in Materials Engineering, which are both numbering systems.

**In the IEEE referencing system:**

#### 1. Citations in the text of the document:

Each citation in the text is given a unique number written in square brackets, eg. [5]. Each citation is numbered in the order in which it appears in the text. If you need to cite a reference more than once in the text, the number of its first appearance (its unique number) is used each time you cite it.

*For example:*

.... as previously shown [5].

*or*

.... as shown by Martin [5].

#### 2. Entries in the Reference list:

The list is not listed in alphabetical order. It is a list numbered from 1 to  $n$ , the number of each listing corresponding to the unique number that each source was assigned in the text.

## Examples of citations:

### Example 1

The textbook is *The Geography of Australia* by L. O'Connor published by Penguin in Melbourne in 1994. When facts from this source are used in the report, the information must be cited. If this is the third reference cited in your report, it is given the number 3.

#### IEEE referencing system:

The wind velocity and behaviour of a geographical region is a function of altitude, season and hour of measurement [3].

### Example 2

The source is *Australian Standard Concrete Structures Code 1480* published by Standards Australia in Homebush in 1974. This is the seventh reference cited in your report. The information used is on page 34 of this book.

#### IEEE referencing system:

The variation in the bond stress along a bar subjected to increasing pull can be predicted [7, p34].

## 2. Using material from other sources

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Do not block-copy material from the web or from books. You need to summarise, paraphrase or quote the material, and you must always cite the source.

**For short quotations** of one or two sentences:

- Enclose the exact words in single quotation marks.
- Place the citation in square brackets after the quotation or after the author's name in the sentence.

**For longer quotations** of more than two sentences:

- Indent the quotation from both margins and type in smaller text. Do not use quotation marks.
- Place the citation in square brackets after the quotation.

**Example of a citation for a direct quote:**

#### IEEE referencing system:

In order to reduce the emissions from cars in the USA, regulations have been introduced in many states. For example, 'in California, 2% of each major car manufacturer's sales must be zero-emission vehicles in 2002, increasing to 5% in 2005 and 10% in 2007' [9, p103].

For further advice on how to quote and paraphrase, refer to pages 112-114 of the book: Heather Silyn-Roberts, *Writing for Science*, Second edition, Pearson Education, Auckland, 2002. Hargrave-Andrew Library Call number: 808.0666R587W

### 3. Devising a List of References

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#### In the IEEE referencing system:

Entries in the list are in numerical order, not in alphabetical order. Entries are numbered from 1 to  $n$ , where the number of each entry corresponds to the unique number that each source was assigned in the text.

#### 3.1 Making entries in the list of References

For more detailed advice on how to devise entries for a list of References according to the IEEE referencing system, refer to the library website:  
<http://www.lib.monash.edu./tutorials/citing/ieee.html>

Or to the IEEE: Transactions, Journals and Letters website:  
[http://www.ieee.org/portal/cms\\_docs/pubs/transactions/auinfo03.pdf](http://www.ieee.org/portal/cms_docs/pubs/transactions/auinfo03.pdf)

#### **Printed Sources:**

##### **Books**

You must include these details in your list of references in the following order.

**Initials and surname of the author(s), *Title of publication*, edition if other than the first, place of publication: publisher, year of publication, page numbers of any specific facts or material quoted.**

##### **Book with a clear author:**

- [1] D. Sarunyagate, *Lasers*, New York: McGraw Hill, 1996.
- [2] V. Hill, *The Structure of Metals*, 3rd ed., Oxford: Pergamon Press, 1998, pp 126 – 230.

##### **Book with no author given:**

- [12] *Style Manual for Authors, Editors and Printers*, 5th ed., Canberra: Australian Government Publishing Service, 1996.

##### **Book by an association or institution:**

- [8] Austroads, *Rural Road Design: Guide to the Geometric Design of Rural Roads*, Sydney: Austroads, 1999.

## Lecture Notes

### If the writer's name is stated:

[1] M. Baker, *Robotics*, ENG1301 Lecture Notes, Melbourne: Monash University, 2003.

### If the writer's name is unknown:

[2] *Wetlands*, Conservation Ecology Lecture Notes, Melbourne: Monash University, 2003.

## Journal papers

You must include these details in your list of references in the following order.

**Initials and surname of the author(s), "Title of paper," *Name of journal*, volume number of journal, the numbers of the pages of the paper, date of publication.**

### Example:

[4] J.R. Beveridge and E.M. Riseman, "How easy is matching 2D line models using local search?' *IEEE Transactions on Pattern Analysis and Machine Intelligence*, vol.19, pp.564-579, June 1997.

## Electronic Sources:

### Websites

You must include these details in your list of references in the following order:

**Author (person or organisation). (Year, month created or updated). *Title of page* (if applicable). [Online]. Viewed year, month, day if no publishing date given. Available: site/path/file**

### Example 1. Website of the Australian Institute of Sport (all of the site, not any particular page)

[1] Australian Institute of Sport. (undated). [Online]. Viewed 2005 December 21. Available: <http://www.ais.org.au>

### Example 2. A particular page on Australian Institute of Sport website

[2] Australian Institute of Sport. (undated). *Australian Sports Commission Supporters*. [Online]. Viewed 2005 December 21. Available: <http://www.ausport.gov.au/sponsors/supporters.asp>

### Example 3. Website article with clear author:

[3] S.S. Lang. (2005, June). *New Cornell Study Suggests that Mental Processing is Continuous, not like a Computer*. [Online]. Available: <http://www.news.cornell.edu/stories/June05/new.mind.model.ssl.html>

### Online Book

**Author. (year, month). Title. (edition) [Type of medium]. Available: site/path/file**

#### Example:

[5] J.Jones. (1991). *Networks*. (2<sup>nd</sup> ed) [Online]. Available: <http://www.atm.com>

### Online journal papers

**Author. (year, month published). Title of paper. Name of journal. [Online]. Volume (issue), pages. Available: site/path/file**

#### Examples:

[1] A. Ansari. (1999, Dec.). Langevin modes of analysis of myoglobin. *Journal of Chemical Physics*. [Online]. 110 (3), pp 210 – 234. Available: [http://ojps.aip.org/journals/doc/vol\\_110/iss.html](http://ojps.aip.org/journals/doc/vol_110/iss.html)

[2] J. S. Fulda. (2000, Mar.). The Internet as an engine of scholarship. *ACM SIGCAS Computers and Society*. [Online]. 30 (1), pp. 17-27. Available: <http://doi.acm.org/10.1145/572217.572222>

### Online company report

#### Example:

[10] S. L. Talleen. (1996, Apr.). The Intranet Architecture: Managing information in the new paradigm. Amdahl Corp., CA. [Online]. Available: <http://www.amdahl.com/doc/products/bsg/intra/infra/html>

## 4. Devising a Bibliography

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In Engineering reports you always have to provide a list of references in the References section. Sometimes you may also be asked to provide a bibliography. A **bibliography** is a list of all the sources that you have consulted while writing your report, only some of which are cited in the text, so it provides a wider list of readings than you give in your list of references.

To list entries in a bibliography, you use the same system as you have used for entries in your list of References and you provide the same publishing details.

## 5. Sample list of References using IEEE referencing system

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### References

- [1] C. Warner, K. Rangan, R. Hall, and X. Faulkes, *Concrete Structures*, Sydney Longman, 1998.
- [2] Standards Australia, *Australian Standards for Civil Engineering Students, HB2.2-1998 Part 2: Structural Engineering*, Sydney: Standards Australia, 1998.
- [3] Standards Australia, *Australian Bridge Design Code*, Sydney: Standards Australia, 1999.
- [4] Bestech Systems Ltd. *SAM-LEAP5 Case Study: Charles Grimes Bridge*. (2005, February). [Online]. Available: <http://www.bestech.co.uk/charlesgrimes.shtml>
- [5] P. Grundy, *Bridge Design and Assessment: Introduction to the Design of Bridges*, Lecture Notes for CIV3222, Melbourne: Department of Civil Engineering, Monash University, 2004.
- [6] Austroads, *Rural Road Design: Guide to the Geometric Design of Rural Roads*, Sydney: Austroads, 1999.
- [7] D. Siano. (2002, February). *Bridge Design in Australia*. [Online]. Available: <http://CivEngDesign.home.net>

## 6. Additional Information

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More information is available in the Monash University Library online tutorials:

on citing and referencing:

<http://www.lib.monash.edu.au/tutorials/citing/>

on the author-date referencing system:

<http://www.lib.monash.edu/tutorials/citing/harvard.html>

on the IEEE referencing system:

<http://www.lib.monash.edu/tutorials/citing/ieee.html>

on the AIP referencing system:

<http://www.lib.monash.edu.au/tutorials/citing/aip.html>