

# ITB Library Guides

## Using the IEEE System of Referencing

### What is referencing?

During their time in college students are required to write a variety of assignments and projects. These usually contain facts and opinions that have been gathered by reading books, journals, online resources etc. Writers must include, in their work, the source of any information that they read elsewhere because

- It gives credit to the original author of the information
- It allows readers to follow up on the sources of information in the text
- It allows lecturers to ensure the accuracy of the sources in the text

### What is plagiarism?

Plagiarism is the attempt of one author to pass the work of another author off as their own. All work submitted for an academic qualification must be referenced, fully and accurately. Plagiarism is considered a serious offence whether it is deliberate or inadvertent. The ITB policy on plagiarism in assignments and examinations is available on the Intranet.

### Quoting and paraphrasing

Quotations are pieces of text taken directly from the work of another author. The words that are taken from another source should be placed in inverted commas. For instance, *Deformation occurs when force is applied to a body. "A rubber band will undergo a very large deformation when stretched... only slight deformations of structural members occur when a building is occupied by people walking about."* [26]

Paraphrasing involves writers taking information that they have read and reorganising it into their own words. This accounts for the vast majority of information that is included in college assignments and projects. This information must also be recognised and referenced. For instance, *Deformation manifests differently in different materials. Hibbeler contrasts the highly –visible structural effect of stretching a rubber band within the almost-immeasurable structural impact of people walking around a building.* [91]

### IEEE System of Referencing

There are several referencing systems i.e. formats in which to write your references. The IEEE System of Referencing is widely used in the area of Engineering; however you should check with your lecturer which system they require.

**Note!** Punctuation plays an important part in the accuracy of your citation. It is important to use brackets, italics, commas etc exactly as indicated in the reference formats below.

The IEEE System of Referencing uses numbers within the text to indicate citations. These numbers/citations refer to fuller references which are listed in a reference list at the end of the text. The reference list is written in the order in which the citations appear in the text.

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### Citation

Format: [number] e.g. [2]

Located in the body of the text immediately next to quotation or paraphrase

Citation leads you to full reference in the reference list (as below)

If you refer to more than one source for a particular point you can format them as follows: [2], [3]

Statics  
by Tom Ryan

In order to maintain equilibrium, a single force must be balanced by an “equal and opposite force acting along the same straight line” [1]. Therefore, forces exist in pairs. In order for three forces to be in equilibrium they must be concurrent and all three must meet at a single point [2], [3].

### Full reference

Format: Author first initial, Surname, *Title: subtitle*, Edition, Volume number. Place of publication: Publisher name, year of publication, page number(s).

e.g

J. Hannah, *Applied mechanics*, 3<sup>rd</sup> ed. Essex: Longman, 1995, p.3.

Edition number is not included if it is a first edition book. Volume and page numbers are only included if relevant.

The reference list is located in a list at the end of the text. References are listed in the order in which the citations appeared in the text.

[1] J. Hannah, *Applied mechanics*, 3<sup>rd</sup> ed. Essex: Longman, 1995, p.3.

[2] R.C. Hibbeler, *Mechanics of materials*, 7<sup>th</sup> ed. Singapore: Pearson, 2008, p.273 – 279.

[3] T. O’Donohue and P. West, *Statics: an introduction*. New York: O’Reilly, 2001, p. 54.

[4] Y. Sherill, *Mechatronics*, Vol. 2. Dublin: Patterson Publishers, 1996, p. 91 – 98.

### **Writing a reference**

The information you need for your reference depends on the format of the source of your information. For instance, you need different information for print resources and online resources.

References for online resources include the date you read the article because the online content can change from day to day. Journals include volume numbers and issue numbers, although books do not. Therefore, you must write your reference according to the format of the information source.

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### Reference formats

#### Article from a print journal

Author first initial. Surname, "Title of article",  
Title of journal, volume number, issue  
number, page numbers, date of publication.

K. O'Brien, "Ushering in a new generation of  
*online games*", Multimedia Ireland, vol. 212,  
no.2, pp. 31-35, February 2004.

#### Article from an online journal

Author first initial. Surname, (year, month).  
"Title of article". *Title of journal*. [online].  
Volume number (issue number), page  
numbers. Available: URL [date of access]

E. Emmey, (1999, May). "New standards for  
cataloguing in Irish academic libraries".  
*Journal of library studies*. [online]. 42 (6), pp.  
22-24. Available: <http://www.jls.com/426.pdf>  
[12 Jan 2008].

#### Book

Author first initial. Surname, *Title: subtitle*,  
Edition, Volume number. Place of publication:  
Publisher name, year of publication, page  
number(s).

J. Hannah, *Applied mechanics*, 3<sup>rd</sup> ed. Essex:  
Longman, 1995, p.3.

#### Chapter of a book (in an edited book)

Chapter author first initial. Surname, "Title of  
chapter" in *Title: subtitle*, Edition, Volume  
number, Editor of book. Place of publication:  
Publisher name, year of publication, page  
number(s).

T. O. Akere, "Deflection of beams and shafts"  
in *New approaches to applied mechanics*, 3<sup>rd</sup>  
ed, K.T. Lui. Madrid: Buenos, 2002, p.23.

#### Class notes

"Title of lecture", class notes for Title of Class,  
Name of Academic Department, Name of  
Academic Institution, Date of Issue.

"Energy methods", class notes for BN004,  
Department of Computing and Informatics,  
Institute of Technology Blanchardstown,  
Dublin, June 2007.

#### Conference proceedings (published paper)

Author first initial. Surname, "Title of paper",  
in *Title of Conference*, Year of publication,  
page number(s).

T.H. Walsh, "Altering networks in the shadow  
of the Celtic Tiger", in *The 16<sup>th</sup> Conference of  
the Irish Institute of Engineering*, 2003, pp. 23-  
26.

#### Conference proceedings (unpublished papers)

Author first initial. Surname, "Title of paper",  
presentation at *Title of Conference*, Place of  
Conference, Year of Conference.

I.P. Jones and R.F. McCarthy, "The flexure  
formula: bending the rules", presented at *The  
5<sup>th</sup> International Conference on Applied  
Mechanics*, Sydney, 1989.

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### E-book

Author first initial. Surname, (publication year, month day). *E-book title* (ed. edition) [online]. Volume number (issue number). Available: URL.

J. Redden, (2004, Feb 3). Java: how to programme (4<sup>th</sup> ed.) [online]. Available: <http://www.safaribooks.com/title4062.pdf>.

### Manual

Name of organisation, *Title of manual*, Publisher name, Publication year.

Microsoft Inc., *Microsoft Powerpoint: an introduction for first-time users*, Microsoft Inc., 1996

### Patent

Author first initial. Surname, "Title of Patent", Description of Patent Patent Number, Date of Patent.

K. Kimura and A. Lipeles, "Fuzzy Controller Component," U.S. Patent 14,860,040, December 14, 1996.

### Report

Author first initial. Surname, "Title of Report", Publisher, Place of publication, Type of report. Report number, Year of publication.

R. Jenkins, "New issues in the Visual Basic system", IEEE Publications, Paris, Tech. Report BRE 56372, 1994.

### Thesis / Dissertation

Author first initial. Surname, "Title of thesis", Type of project, Academic Institution, Place of publication, Year of publication.

P. James, "Investigating the use of high-speed applications among new computer users", M.S. Thesis, University College Cork, Cork, 2007.

### Webpage

Author first initial. Surname, "Title of document," *Title of website*, Date of online publication. [Online]. Available: URL. [Accessed: date accessed].

J. Holmes, "Databases for beginners," European Computer Driving License, 2008. [Online]. Available: <http://www.ecdl.com/database/lesson1.htm> . [Accessed 4 September 2008].