

How to Cite References & Avoiding Plagiarism

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Engineers very often use others' published works (textbooks, papers, URL sources) to support their own work. Student and engineers seldom have or master the whole knowledge to tackle a single subject, simple or complex.

When preparing an engineering report, a technical paper, or a professional presentation, authors (you) must reference properly to the works of others. Copying and pasting material from textbooks, papers, URL (web) sites, etc. without acknowledging the authors and publisher constitute a severe breach of professional ethics.

As commonly defined, **plagiarism** consists of passing off as one's own ideas, words, writings, etc., which belong to another. In accordance with this definition, you are committing plagiarism if you copy the work of another person and turn it in as your own, even if you should have the permission of that person. Plagiarism is one of the worst academic sins, for the plagiarist destroys the trust among colleagues without which knowledge and learning cannot be safely communicated.

Do not ever pass as your own work that is NOT strictly yours. Please note that even paraphrasing (rewording an idea or sentence) can constitute plagiarism.

References

Within the text, references should be cited in numerical order according to their order of appearance. The numbered reference citation within text should be enclosed in brackets.

Example: Prusa [1] showed that the width of the plume decreases under these conditions.

In the case of two citations, the numbers should be separated by a comma [1,2]. In the case of more than two references, the numbers should be separated by a dash [5-7].

List of References

References to original sources for cited material should be listed together at the end of the document or presentation; footnotes should not be used for this purpose.

References should be arranged in numerical order according to the sequence of citations within the text or presentation. Each reference should include the last name of each author followed by his/her initials.

(1) Reference to journal articles and papers in serial publications should include:

- last name of each author followed by their initials
- year of publication
- full title of the cited article in quotes, title capitalization
- full name of the publication in which it appears
- volume number (if any) in boldface (Do not include the abbreviation, "Vol.")
- issue number (if any) in parentheses (Do not include the abbreviation, "No.")
- inclusive page numbers of the cited article (include "pp.")

(2) Reference to textbooks and monographs should include:

- last name of each author followed by their initials
- year of publication

- full title of the publication in italics
- publisher
- city of publication
- inclusive page numbers of the work being cited (include “pp.”)
- chapter number (if any) at the end of the citation following the abbreviation, “Chap.”

(3) Reference to individual conference papers, papers in compiled conference proceedings, or any other collection of works by numerous authors should include:

- last name of each author followed by their initials
- year of publication
- full title of the cited paper in quotes, title capitalization (see examples)
- individual paper number (if any)
- full title of the publication in italics
- initials followed by last name of editors (if any), followed by the abbreviation, “eds.”
- publisher
- city of publication
- volume number (if any) in boldface if a single number, include, “Vol.” if part of larger identifier (e.g., “PVP-Vol. 254”)
- inclusive page numbers of the work being cited (include “pp.”)

(4) Reference to theses and technical reports should include:

- last name of each author followed by their initials
- year of publication
- full title in quotes, title capitalization
- report number (if any)
- publisher or institution name, city

(5) Reference to URL sites (Uniform Resource Locators), i.e., www sites

- Author or source of the web page, if you can find a name. Last name of each author followed by their initials
- Year of creation of URL, if known
- Web page title, in quotations
- website title
- URL of the website
- date (m/d/y) website visited, in brackets.

Example: LastName, I., 2002, “Page U,” Glossary of Internet Terms, <http://www.matisse.net/files/glossary.html> (accessed May 10, 2003).

Sample References

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[4] Lee, Y., Korpela, S. A., and Horne, R. N., 1982, “Structure of Multi-Cellular Natural Convection in a Tall Vertical Annulus,” *Proc. 7th International Heat Transfer Conference*, U. Grigul et al., eds., Hemisphere, Washington, DC, 2, pp. 221-226.

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[7] Tung, C. Y., 1982, "Evaporative Heat Transfer in the Contact Line of a Mixture," Ph.D. thesis, Rensselaer Polytechnic Institute, Troy, NY.

[8] Kwon, O. K., and Pletcher, R. H., 1981, "Prediction of the Incompressible Flow Over A Rearward-Facing Step," Technical Report No. HTL-26, CFD-4, Iowa State Univ., Ames, IA.

[9] Smith, R., 2002, "Conformal Lubricated Contact of Cylindrical Surfaces Involved in a Non-Steady Motion," Ph.D. thesis, <http://www.cas.phys.unm.edu/rsmith/homepage.html> (accessed June 1, 2005)

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