Citations, References, and Referencing Tools

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Website: http://guides.library.unlv.edu/engineering
Welcome to the Engineering and Computer Science Guide. Find out what resources the UNLV Library has available to help you with your research needs.

Engineering Tutoring Center
- Engineering Tutoring Center
  Email: tutoring@unlv.edu
  Phone: 702-774-4522
  Subjects Tutored: C, C++, C#, CSC, EE, ME, MTH, PHYS

The Academic Success Center (ASC) in cooperation with the College of Engineering (CCE) offers FREE tutoring for a variety of UNLV engineering courses throughout the school year, in TSC-A. Click the links below for information about hours, room location, and tutoring services offered. Remember, tutoring is for ANYONE who wishes to improve!

- Engineering Tutoring Center Facebook page

Writing Assistance and Resources
Students have access to the UNLV Writing Center. The center is not a copy-editing service, but an excellent service to help students improve their writing for coursework and career.

The College also provides a list of excellent resources for Engineering researchers' writing papers, proposals and reports: http://www.unlv.edu/engineering/resources

Workshops offered by the University Libraries
The University Libraries offer a wide variety of workshops throughout the year to assist you. Topics range from RefWorks - a citation management tool, to Goal-Setting Methods, to Literature Review Techniques. Click on the link below to view and register for upcoming events.

- Upcoming Library Workshops
  Open to all campus members, these workshops are for faculty, staff, and students who would like to learn more about library tools, services, and techniques to enhance library research methods.

Find Funding Sources
- Grant Forward
  Database of grants, fellowships and scholarships for individuals and institutions.

Are you searching for grants, fellowships or other sources of funding for your education or research activities? UNLV has several resources that you may find useful.

The University Libraries have a guide devoted to resources to help you find and apply for external funding sources: http://guides.library.unlv.edu/grants

The Office of Sponsored Programs provides a listing of grant and other external funding opportunities: http://www.unlv.edu/research/sequences/funding-opportunities.html

If you are seeking funding from external foundation funds, please remember to coordinate in advance with the UNLV Foundation. http://www.unlv.edu/foundation/contact

For more information about UNLV's policy on coordination of external funding, please see the current policy on Solicitation-Grant Coordination on this website: http://www.unlv.edu/foundation/home-resources

The Office of Sponsored Programs provides on-campus access to the Grants Search database (http://www.ssrc.org/gsrp)

http://guides.library.unlv.edu/engineering
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Almost 40 years’ experience in technical writing and editing.

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Technical Communications
Howard R. Hughes College of Engineering
What I Do

• For the faculty:
  • Edit conference papers and journal papers
  • Edit reports for grant-funding agencies and institutions
• Workshop series:
  • Technical Writing workshop series
  • Ethics in Engineering
• Special projects for the Dean’s Office

Technical Communications
Howard R. Hughes College of Engineering
This workshop will cover:

- How to correctly cite and reference your sources
- Using material from other sources: citations and permissions
- When to quote, when and how to paraphrase
- What citation management tools can provide for you
Why is proper citation and referencing important?
When submitting a paper for publication ...

the publishers take correct citation and referencing very seriously!

- **Plagiarism**
  As defined by the U.S. Office of Science and Technology Policy (OSTP):

  “...the appropriation of another person’s ideas, processes, results, or words without giving appropriate credit.”

  *Office of Science and Technology Policy (OSTP) Federal research misconduct policy. Federal Register. 2000;65: p. 76262*

- **Breach of Copyright Law** includes failing to ask permission to use copyrighted material.
  - If a publisher does not catch these errors, they also can be liable.
  - At minimum, their reputation for quality diminishes.
When submitting a paper for publication ...

*the publishers take correct citation and referencing very seriously!*

- **Elsevier**’s website on Ethics in Research and Publication
  
  http://www.elsevier.com/ethics/toolkit

- **IEEE**’s website on Author Rights and Responsibilities
  

- **Springer**’s website on Before You Start: Publishing ethics
  
  https://www.springer.com/gp/authors-editors/journal-author/journal-author-helpdesk/before-you-start
The Committee on Publication Ethics (COPE) handles cases in:

- Duplicate publications
- Plagiarism
- Data that was made up
- Authorship
Ethics in publishing is just as important when submitting a technical report to a government funding agency as when submitting a paper for publication.

There would be consequences of a different nature for:

- Poor research
- Faulty data
- Plagiarism
- Authorship (publications or code)
The relationship between funding agencies and you
When gaining competency in correct citation and referencing:

- First of all, **work with your faculty advisor**
- **Read** the journal requirements
- **Read** the publishing agreement
- Proper citation for **everything** (text, photos, tables, graphics, etc.)
- **Learn how to get permission** to use figures, tables, etc., that already have been published
What to Cite

- Material reporting original research findings or ideas that you have read *personally* – primary sources
- Citing material from secondary sources discussing primary sources is just hearsay

When to Cite

- You want to back up your own ideas / hypotheses / results with those of others in the field
- You want to discuss other viewpoints that differ from your ideas / hypotheses / results
- You want to compare your work with those of others in the field
- You want to demonstrate the knowledge gap in the field, justifying the reason for your research
## How to Cite

Most journals have their own guidelines on how you want you to cite. Most common forms are:

<table>
<thead>
<tr>
<th>Style</th>
<th>Most Commonly Used By...</th>
</tr>
</thead>
<tbody>
<tr>
<td>IEEE [numeral]</td>
<td>Electrical engineers, computer science</td>
</tr>
<tr>
<td>APA 6th Ed. (Author, date)</td>
<td>Social sciences, civil engineering and mechanical engineering</td>
</tr>
<tr>
<td>Chicago Manual of Style #1</td>
<td>Humanities</td>
</tr>
<tr>
<td>Bibliographic citations in</td>
<td></td>
</tr>
<tr>
<td>footnotes or endnotes</td>
<td></td>
</tr>
<tr>
<td>Chicago Manual of Style #2</td>
<td>Social sciences, physical sciences, ASCE journals</td>
</tr>
<tr>
<td>(Author date)</td>
<td></td>
</tr>
<tr>
<td>MLA (Author page)</td>
<td>Liberal arts and humanities, Literature</td>
</tr>
</tbody>
</table>
How to Put Together a Reference List Correctly

- Make very sure your citations match your references
- Do not add any other material to your Reference List other than what you cite in the paper
- Follow the directions of the style manual used in your field – they give detailed information on the correct format.
- If you use a referencing software tool, make sure you check it for accuracy against the style manual
Recognizing and Avoiding Plagiarism

Introduction

"Academic Integrity is expected of every Cornell Student in all academic undertakings. Integrity entails a firm adherence to a set of values, and the values most essential to an academic community are grounded on the concept of honesty with respect to the intellectual efforts of oneself and others."

- Cornell Code of Academic Integrity, p. 1

Plagiarism is the unacknowledged use of the words or ideas of others. It is the most common form of academic integrity violation at Cornell, comprising over 60% of all reported cases within the last three years. This web presentation will introduce you to Cornell’s policy on plagiarism and review ways of avoiding common errors. First you will read about the principles linking plagiarism policy to Cornell’s Academic Integrity Code. The logistics section will tell you how to document sources and avoid plagiarism. You will then go on to a series of exercises to test your understanding of how to use and cite sources correctly. If one of your instructors has asked you to complete this tutorial as part of a class assignment, you will be able to send the results of your exercises to a designated e-mail address.

Next >
How to Paraphrase and Quote Correctly

- When paraphrasing, make sure you acknowledge who you are paraphrasing with a citation and reference.

- Take some time to really think about what you learned when reading the original material and why it is important to talk about it in your paper. This will greatly help in paraphrasing correctly.

- If you only change a few words, and people can recognize the original, then you are plagiarizing.

- Sometimes, you can have a mixture of paraphrasing and direct quotation.

- When quoting, make very sure that it is inside quotation marks “” and completely accurate, including punctuation.
In the early 1980s, the development of computer-generated graphics revolutionized the use of graphics in video. The Quantel Paintbox system (1981) became the standard graphics system in the industry. The advantage of computerized graphics was that if a client wanted blue, not red, for a graphics, the artwork could be changed in seconds rather than days. This greatly accelerated the approval process, an important step for any video project. Graphics systems have evolved to include three-dimensional graphics, multilayering of visuals, morphing, and a wide range of special effects.

Graphics are the best tool available to visualize concepts not easily expressed by words. Technical visualization is an important tool for a standard, rapid understanding of concepts from which to launch more sophisticated dialogues. The real power of graphics and animation in a video, however, is that unrealistic, fantastic images can be created that previously existed only in the imagination. As discussed in Ref. 21, graphics can be used in the video as stand-alone elements or superimposed on actual images.

How to Ask Permission to Use Copyrighted Material

Request permission to use image of one of your T-shirt designs in academic paper

Susan Wainscott <sue.wainscott@unlv.edu> to robin

Hello,

I am requesting your permission to use a low resolution image of one of your T-shirt designs in an academic paper I am hoping to publish with a colleague. It is the ... I'm good with math. Design shown here: http://www.spreadshirt.co.uk/i-m-good-with-math-C4408A22594139#detail/22594139

If you grant us permission, what name would you prefer this image be attributed to?

Also, we could provide a reference to the image's internet location in the paper, like this:

Thank you for your consideration. Our publication deadline is March 31, 2015.

Sue

Robin Lund <robin@robinlund.no>

to me

Hello, Susan,

Thank you for asking.

Feel welcome to use the image in your paper. My name, Robin Lund, can be used for credit. A reference, as mentioned, would be nice, too.

Regards, Robin Lund
robinlund.no

Den 11.03. 15 01.13, skrev Susan Wainscott:

Susan Wainscott <sue.wainscott@unlv.edu> to Robin

Thank you!

Sue
Referencing Tools:
What They Do and What They Don’t Do
Some Popular Tools to Consider

RefWorks
Mendeley
Zotero
EndNote
BibTeX
What These Tools Can Do For You

- Store information about each source
- Allow you to add notes or a summary of each source
- Store a copy of each source (pdf, etc.)
- Produce a draft citation for your literature cited list
- Some can help with in-text citations
- Have a shared folder of sources for collaborators/coauthors
What These Tools Won’t Do For You

- Write the summary or annotate the source
- Seek out the full text copy of each source
- **Produce perfect citations**, but they get pretty close
- Check your work for plagiarism
How to Choose the Best Reference Tool for YOU

- What are your coauthors/collaborators/lab members using?
- What does your faculty advisor use?
- Do you write using LaTeX? If yes, then use BibTeX.
- Are you willing to pay?
- Check the handout for the different strengths and weaknesses of each tool.
Training Available at UNLV or From the Tool Developers

- RefWorks and Mendeley – UNLV Libraries workshops
  - [https://www.library.unlv.edu/services/instruction/workshops](https://www.library.unlv.edu/services/instruction/workshops)
- Mendeley ([http://community.mendeley.com/guides/videos](http://community.mendeley.com/guides/videos))
- Zotero ([https://www.zotero.org/support/](https://www.zotero.org/support/))
- EndNote ([http://endnote.com/training](http://endnote.com/training))
References for This Presentation (Shown in APA style)


