

# IEEE: Citation and Formatting Guide

Note: These reference guides do not take the place of assignment guidelines



IEEE format and citation style is used in engineering and its subset focus areas. The Institute of Electrical and Electronics Engineers created IEEE and based it on Chicago Style Manual's end-notes citation style. Below is an overview of IEEE formatting, along with examples of how to cite commonly used sources.

## Helpful Hints for IEEE Formatting

- IEEE references are formatted in 9-point, Times New Roman font and single spaced at the end of the paper.
- In-text citations are indicated with a superscript number in [brackets] that matches the corresponding source on your references page. The superscript goes at the end of the sentence, before the period.
- Reference numbers are used to organize the reference page, and refer to the order in which the references first appear in the text. Reference numbers are set flush left and form a column of their own, beyond the body of the reference. The reference numbers are on the line, enclosed in square brackets (see examples below).
- In all references, first names and middle names of authors and editors should be converted to initials only, followed by the last name. Place commas after Jr., Sr., and III in names. (ex. R. B. Stewart Jr., H. N. Roberts III, "Title of work" ...)
- When citing IEEE Transactions, if the month is not available, the number may be kept, although it is normally deleted. Keep the day of the month when referencing a patent.
- If there is a URL included with the print reference, it can be included at the end of the reference.
- Citations for papers that have not been published yet should be cited based on their publication status at the end of the citation, as either "unpublished," "submitted for publication," or "to be published."
- Names of conference technical articles should be abbreviated by first abbreviating all words that appear in the *Conference Title Abbreviations Chart*, and then by removing all remaining prepositions. For example, *Proceedings of the Second Annual Symposium on Grammar and Style* would become *Proc. 2nd Annu. Symp. Grammar and Style* (go to page 7 for list of abbreviations: <https://www.ieee.org/documents/ieeecitationref.pdf>)
- Names of IEEE Periodicals should be abbreviated using the *IEEE Periodicals Abbreviations Chart* (go to page 5 for list of abbreviations: <https://www.ieee.org/documents/ieeecitationref.pdf>)
- Formatting for two authors and three-or-more authors follows the same formatting for all citation types (see book with two authors and book with three or more authors). Two authors are indicated with an "and" between the two names. Three or more authors are indicated with the use of *et al.* after the first author's name. There is no period (.) after the *et* in *et al.*
- For papers published in translated journals, give the English citations first, followed by the original foreign-language citation.

## Citing Sources in IEEE

### Book—One Author

[1] I. R. Author, "Title of the chapter in the book," in *Title of Book*, xth/name ed. City of Publisher, Country if not the United States: Abbreviation of Publisher, year, ch. x, pp. xxx-xxx.

[1] R. B. Stewart, "How to Build a Boat," in *Boats for Dummies*, 10<sup>th</sup> ed. New York: IEEE Trans. Boat Packag., 2014, ch. 7, pp. 120-145.

### Book—Two Authors

[1] I. R. Author and U. R. Author, "Title of the chapter in the book," in *Title of Book*, xth/name ed. City of Publisher, Country if not the United States: Abbreviation of Publisher, year, ch. x, pp. xxx-xxx.

[2] L. J. Thompson and D. A. Jacobson, "Sand," in *Unusual Materials for Building*, Parks ed. New York: Macmillan, 2012, ch. 4, pp. 52-75.

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## Book—Three or More Authors

- [1] I. R. Author *et al.*, "Title of the chapter in the book," in *Title of Book*, xth/name ed. City of Publisher, Country if not the United States: Abbreviation of Publisher, year, ch. x, pp. xxx-xxx.
- [3] A. C. Alvarez *et al.*, "Paperclips," in *Random Object Tensile Strengths*, 6<sup>th</sup> ed. Mexico City, Mexico: Random House, 2011, ch. 1, pp. 1-25.

## Book—Corporate Author

- [1] Name of Corporation (Staff of Department/Office/Division), "Title of the chapter in the book," in *Title of Book*, xth/name ed. City of Publisher, Country if not the United States: Abbreviation of Publisher, year, ch. x, pp. xxx-xxx.
- [4] Shipbuilding Association (Staff of Maritime Building Division), "How Build Bigger Ships," in *The Best Ship Ever, Titanic* ed. London, England: Bloomsbury, 1978, ch. 20, pp. 300-400.

## Manuals and Handbooks

- [1] *Name of the Manual or Handbook*, xth ed., Name of Publishing Company, City where the Company is Based, Abbreviation of the State where the Company is Based, Rep. xxx, year, pp. xxx-xxx, doi:
- [5] *Florida Ship Building Code*, 9<sup>th</sup> ed., Florida Press, Tallahassee, FL, Rep. 124, 2016, pp. 45-121, doi: 10.25600056/21

## Technical Reports

- [1] I. R. Author, "Title of report," Abbreviated Name of Company, City where the Company is Based, Abbreviation of the State where the Company is Based, Rep. xxx, year, doi:
- [6] J. U. Roberts, "Tensile Strength of Paperclips," Ford Paperclip Factory, Ft. Myers, FL, Rep. 125, 1995, doi: 10.5678100/12

## Conference Technical Articles—Published

- [1] I. R. Author, "Title of article," in *Unabbreviated Name of Conference*, City where the Conference is held, Abbreviation of the State where the Conference is held, year, pp. xxx-xxx, doi:
- [7] A. J. Abrams, "Building Boats from Office Supplies," in *Atlanta Boat Builders Conference*, Atlanta, GA, 2015, pp. 145-190, doi: 10.6815324/10

## Conference Technical Articles—Electronic Version, with no Page Numbers

- [1] I. R. Author, "Title of article," in *Unabbreviated Name of Conference Record as it appears on copyright page*, Copyright Year, © IEEE or applicable copyright holder of the Conference Record. doi:
- [8] T. T. Andrews, "The Potentially Unsinkable Boat," in *IEEE Transaction Boat Packaging*, © IEEE. doi: 10.6815324/10

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## Conference Technical Articles—Articles that are presented at a conference, but are unpublished

- [1] I. R. Author, "Title of paper," presented at the *Name of Conference*, City where the Conference is held, Abbreviation of the State where the Conference is held, year.
- [9] K. A. Jackson, "Paper Airplane Dynamics," presented at the *National Paper Airplane Conference*, Kitty Hawk, NC, 2017.

## Electronic Sources—FTP

- [1] I. R. Author. (year). *Title* (xth/name ed.) [Medium]. Available FTP: Directory: File:
- [10] C. P. Vladimir. (2010). *On the Use of Binder-Clips in Construction* (2<sup>nd</sup> ed.) [Online]. Available FTP: bindclp.fgcu.edu Directory: pub.etext/2010 File: binderclip.txt

## Electronic Sources—WWW

- [1] I. R. Author. (year, month, day). *Title* (xth/name ed.) [Medium]. Available: <http://www.URL>
- [1] M. C. Reeder. (2014, October, 14). *Rowboats* (8<sup>th</sup> ed.) [Online]. Available: <http://www.rowboats.com>

## Electronic Sources—E-Mail

- [1] I. R. Author. (year, month, day). *Title* (xth/name ed.) [Medium]. Available e-mail: Message:
- [2] E. M. Watson. (2015, May, 2). *Paddleboats* (Extreme Paddle Boating ed.) [Online]. Available e-mail: [paddleboats@boatguys.com](mailto:paddleboats@boatguys.com) Message: Buy more paddleboats

## Electronic Sources—Telnet

- [1] I. R. Author. (year, month, day). *Title* (xth/name ed.) [Medium]. Available Telnet: Directory: File:
- [2] D. O'Brien. (2016, August, 12). *Highlighter Design* (6<sup>th</sup> ed.) [Online]. Available Telnet: library.fgcu.edu Directory: Libraries/Engineering Resources File: Highlighter and Office Supply Design

## Patents

- [1] I. R. Patentholder, "Title of Patent," U.S. Patent x xxx xxx, Abbreviated Month, day, year of issue Date.
- [3] C. A. McGraw, "Boat Motor Remote Start," U.S. Patent 5 625 124, Jun. 16, 2013.

## Standards

- [1] *Title of Standard*, Organization Standard number, year.
- [4] *IEEE Criteria for Class V Boat Systems*, IEEE Standard 308, 1995.

## Theses (M.S.)

- [1] I. R. Author, "Title of thesis," M.S. thesis, Abbreviated Department, Abbreviated University, City of University, Abbreviated State (if not part of the university's name), year. doi:
- [5] J. K. Rowling, "Boating on the Black Lake," M.S. thesis, Dept. Mech. Eng., Hogwarts University, Hogsmeade, FL, 2011. doi: 10.23545/54154

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## Dissertations (Ph.D.)

- [1] I. R. Author, "Title of dissertation," Ph.D. dissertation, Abbreviated Department, Abbreviated University, City of University, Abbreviated State (if not part of the university's name), year. doi:
- [6] H. Granger, "Paperclips in Space," Ph.D. dissertation, Dept. Elect. Eng., Harvard Univ., Cambridge, MA, 2010. doi: 10.665464/5548

## Unpublished Work—Private Communication

- [1] I. R. Author, private communication, Abbreviated Month year.
- [7] A. Brody, private communication, May 2015.

## Unpublished Work—Paper

- [1] I. R. Author, "Title of Paper," unpublished.
- [8] B. Sparks, "Pencil Design," unpublished.

## Periodicals—Published

- [1] I. R. Author, "Title of paper," *Abbreviated Title of Periodical*, vol. x, no. x, pp. xxx-xxx, Abbreviated Month year.
- [9] G. Custer, "Oar Construction," *J. Basic Eng.*, vol. 5, no. 7, pp. 25-42, Mar. 2014.

## Periodicals—Awaiting Publication

- [1] I. R. Author, "Title of paper," *Abbreviated Title of Periodical*, to be published.
- [10] K. Brinkley, "How to Build a Sandcastle," *J. Basic Eng.*, to be published.

## Periodicals—Submitted for Publication

- [1] I. R. Author, "Title of paper," submitted for publication.
- [1] J. Maroney, "Working in Crayon," submitted for publication.

## Periodicals—Published in IEEE Transactions

- [1] I. R. Author, "Title of paper," *Name of IEEE Transaction*, pp. xxx-xxx, Abbreviated Month, year.
- [2] T. Fey, "Post-it Note Buildings," *IEEE Trans. Instrum.*, pp. 25-56, Sept., 2016.