

REFERENCE SYSTEMS DECIPHERED FOR YOU

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ABSTRACT

Bibliographic references are used to indicate the author's sources and to enable the reader to find these sources. They are a vital part of any written academic work. It is essential to cite information sources consulted in order to guard against plagiarism, avoid making unsupported statements and to support statements you make within the text of your work.

KEY WORDS: Bibliography, References, Harvard System, Vancouver System.

INTRODUCTION

There are *two* basic systems in use for the format of references [1]. These are:

1. The **Harvard System** which is used most frequently in the biological literature
2. The **Vancouver System** which is used most frequently in medical literature

A **reference list** has all the references that have actually been cited (quoted directly or indirectly) in the text. A **bibliography** also contains the references to additional works to which no direct reference has been made, but which have helped to construct the essay. For most purposes a bibliography is used which contains both the quoted references and other material that has been looked at [2,3].

THE HARVARD SYSTEM

In this format, references in the text are indicated by placing the author's name and date of publication, including page numbers if necessary, in parentheses at the appropriate point. For example, (Field, 1989:12-15). In the list of references at the end of the project, references are listed alphabetically by author, with the year of publication given immediately after the name of the author. At the same time, the titles of books, periodicals, newspapers, encyclopedias etc., are *underlined or italicised*. All journal titles must be written in full. Authors can be in upper or lower case.

In the text the author's surname and the year of publication can be given in one of the forms shown below:

- *In a recent study Dunham (1997) argued that.....*
- *A recent study (Dunham 1998) shows that...*

When an author has published more than one cited document in the same year, these are distinguished by adding lower case letters (a, b, c etc) after the year and within the parentheses e.g., *Johnson (1996a) discussed the subject...*

If there are two authors, the surnames of both should be given e.g., *Matthews and Jones (1998) have proposed that...*

If there are three authors, quote all three names the first time you cite them in the body of the essay, then abbreviate this by using *et al*. Give all three name in the reference list at the end. If there are more than three authors use *et al* in the text and the reference list. *Wilson et al (1993) conclude that...*

As references are listed in alphabetical order by authors' name, if you have cited more than one item by a specific author they should be listed chronologically (earliest first), and by letter (1996a 1998b) if more than one item has been published during a specific year.

The following are examples of references from various types of resources

1. Journals

YECK, C.H., LEE, K.Y., CHEY, W.Y., MENGUY, R. (1980) Electrogastrographic study of patients with unexplained nausea, bloating and vomiting, *Gastroenterology* 79, pp.311-4.

2. Books and Other Monographs

DAUSSET, J. and COLOMBANI, J. (eds.) (1973)

Histocompatibility testing 1972, Copenhagen, Munksgaard.

WEINSTEIN, L. and SWARTZ, M.N. Pathogenic properties of invading micro-organisms. In: SODEMAN, W.A. JR and SODEMAN, W.A. (Eds.) (1974) *Pathologic physiology: mechanisms of disease*, Philadelphia, W B Saunders, pp 457-72

3. Conferences

BENGTSSON, S. and SOLHEIM, B.G. Enforcement of data protection, privacy and security in medical informatics. In: LUN K.C., et al (Eds.) (1992) *MEDINFO 92. Proceedings of the 7th World Congress on Medical Informatics*; Sep 6-10; Geneva, Switzerland. Amsterdam: North-Holland pp 1561-5.

4. Newspaper Article

BLAIR, T. (1999) I was wrong: PM's U-turn on junior doctors pay and conditions. *The Times*; 15 Aug: 1-2.

5. Multimedia Material

Gastrointestinal tract: Physical examination for medical students. (1995) [Video recording]. Leicester: Leicester University Audio Visual Services.

6. Internet and Other Electronic Sources

PERKIN, G.D., HOCHBERG, F.H., MILLER, D.C. (1996) *Atlas of Clinical Neurology* [CD-ROM]. 2nd ed. Version 1.1. London, Mosby

7. Journal article in electronic format

GARFINKEL, P.E. et al. (1996). Should amenorrhea be necessary for the diagnosis of anorexia nervosa? *British Journal of Psychiatry* [online]; 168(4), pp 500-506 Available from: URL: <http://gateway.ovid.com/athens> [Accessed August 17 1999]

8. WWW Sites

Royal College of General Practitioners (1998). *The primary health care team*. [Online]. Available from: URL: <http://www.rcgp.org.uk/informat/publicat/rcf0021.htm> [Accessed August 22 1999]

THE VANCOUVER SYSTEM

The Vancouver system of referencing is commonly used in medical literature. It may also be the preferred referencing system in non-medical literature where the problem of multiple references at a single point in the text occurs frequently. In this

system an Arabic number, which appears as a superior figure in the text, is allocated to each source as it is referred to for the first time. This number becomes the unique identifier of that source and if the source is referred to again the identifying number is repeated. In addition, more than one identifier can be used at a single reference point to indicate multiple sources, for example:

Information has been published on international trends in the treatment of cardiovascular disease;^{1,5} while of particular interest is an Australian study on hypertension.²

Note that the identifiers (which refer to the works listed) are placed outside the text punctuation to avoid disruption. Note also that commas used to separate identifiers at the same reference point are also set as superior characters.

The presentation of the source citation in the Vancouver system differs from other referencing systems already described in the following respects:

- The titles of books and articles are always given minimal capitalisation.
- Journal articles are not placed within quotation marks.
- Neither book titles nor journal titles are italicised.
- Journal titles are abbreviated and abbreviations used should be those listed in the most recent issue of the Index Medicus (Medline) [4].
- All authors should be listed when there are six or fewer; when there are more than six, only the first three are listed and the expression 'et al.' is added.
- Authors' initials follow the surnames and are set without full stops or space.

The following list exemplifies the style of Vancouver citations and the points made in the previous paragraph:

- In the Vancouver system a number is assigned to each reference as it is used.
- Even if the author(s) is named, a number must still be used.
- The full reference must be listed in numerical order at the end of your essay in your bibliography.
- The original number assigned to the reference is used each time the reference is cited in the text, regardless of its position in the text.

The identifier (number) can be placed

outside the text punctuation to avoid disruption to the flow of the text or it can be placed inside the text punctuation [5,6].

Based on this system the International Committee of Medical Journal Editors has suggested uniform requirements for manuscripts submitted to biomedical literature [7]. A few sample references are as follows:

Articles in Journals

1. Standard journal article

(List all authors when six or less; when seven or more, list only first three and add *et al*).

Halpern SD, Ubel PA, Caplan AL. Solid-organ transplantation in HIV-infected patients. *N Engl J Med*. 2002; 347(4):284-7.

2. Organization as author

Diabetes Prevention Program Research Group. Hypertension, insulin, and proinsulin in participants with impaired glucose tolerance. *Hypertension*. 2002; 40(5):679-86.

3. Both personal authors and an organization as author

Vallancien G, Emberton M, Harving N, van Moorselaar RJ; Alf-One Study Group. Sexual dysfunction in 1274 European men suffering from lower urinary tract symptoms. *J Urol*. 2003; 169(6):2257-61.

4. No author given

21st century heart solution may have a sting in the tail. *BMJ*. 2002; 325(7357):184.

5. Article not in English

Ellingsen AE, Wilhelmsen I. Sykdomsangst blant medisiner- og jusstudenter. *Tidsskr Nor Laegeforen*. 2002; 122(8):785-7.

6. Volume with supplement

Geraud G, Spierings EL, Keywood C. Tolerability and safety of frovatriptan with short- and long-term use for treatment of migraine and in comparison with sumatriptan. *Headache*. 2002; 42 Suppl 2:93-9.

7. Volume with part

Abend SM, Kulish N. The psychoanalytic method from an epistemological viewpoint. *Int J Psychoanal*. 2002; 83(Pt 2):491-5.

8. No volume or issue

Outreach: bringing HIV-positive individuals into care. *HRSA Careaction*. 2002 Jun: 1-6.

9. Pagination in roman numerals

Chadwick R, Schuklenk U. The politics of ethical consensus finding. *Bioethics*. 2002; 16(2): iii-v.

Books and Other Monographs

10. Personal author(s)

Murray PR, Rosenthal KS, Kobayashi GS, Pfaller MA. *Medical microbiology*. 4th ed. St. Louis: Mosby; 2002.

11. Editor(s), compiler(s) as author

Gilstrap LC 3rd, Cunningham FG, VanDorsten JP, editors. *Operative obstetrics*. 2nd Ed. New York: McGraw-Hill; 2002.

12. Author(s) and editor(s)

Breedlove GK, Schorfheide AM. *Adolescent pregnancy*. 2nd ed. Wiczorek RR, editor. White Plains (NY): March of Dimes Education Services; 2001.

13. Organization(s) as author

Royal Adelaide Hospital; University of Adelaide, Department of Clinical Nursing. *Compendium of nursing research and practice development, 1999-2000*. Adelaide (Australia): Adelaide University; 2001.

14. Chapter in a book

Meltzer PS, Kallioniemi A, Trent JM. Chromosome alterations in human solid tumors. In: Vogelstein B, Kinzler KW, editors. *The genetic basis of human cancer*. New York: McGraw-Hill; 2002. p. 93-113.

15. Conference paper

Christensen S, Oppacher F. An analysis of Koza's computational effort statistic for genetic programming. In: Foster JA, Lutton E, Miller J, Ryan C, Tettamanzi AG, editors. *Genetic programming. EuroGP 2002: Proceedings of the 5th European Conference on Genetic Programming*; 2002 Apr 3-5; Kinsdale, Ireland. Berlin: Springer; 2002. p. 182-91.

16. Scientific or technical report

Russell ML, Goth-Goldstein R, Apte MG, Fisk WJ. Method for measuring the size distribution of airborne Rhinovirus. Berkeley (CA): Lawrence Berkeley National Laboratory, Environmental Energy Technologies Division; 2002 Jan. Report No.: LBNL49574. Contract No.: DEAC0376SF00098. Sponsored by the Department of Energy.

17. Dissertation / Thesis

Borkowski MM. Infant sleep and feeding: a telephone survey of Hispanic Americans [dissertation]. Mount Pleasant (MI): Central Michigan University; 2002.

18. Patent

Pagedas AC, inventor; Ancel Surgical R&D Inc., assignee. Flexible endoscopic grasping and cutting device and positioning tool assembly. United States patent US 20020103498. 2002 Aug 1.

Other Published Material

19. Newspaper article

Tynan T. Medical improvements lower homicide rate: study sees drop in assault rate. The Washington Post. 2002 Aug 12; Sect. A: 2 (col. 4).

20. Audiovisual material

Chason KW, Sallustio S. Hospital preparedness for bioterrorism [videocassette]. Secaucus (NJ): Network for Continuing Medical Education; 2002.

21. Legal Material

Public law:

Veterans Hearing Loss Compensation Act of 2002, Pub. L. No. 107-9, 115 Stat. 11 (May 24, 2001).

Code of Federal Regulations:

Cardiopulmonary Bypass Intracardiac Suction Control, 21 C.F.R. Sect. 870.4430 (2002).

Judgments:

State of UP v. Madan Mohan. AIR 1989 SC. Cri LJ 1989;1519

22. Map

Pratt B, Flick P, Vynne C, cartographers. Biodiversity hotspots [map]. Washington: Conservation International; 2000.

23. Dictionary and similar references

Dorland's illustrated medical dictionary. 29th ed. Philadelphia: W.B.Saunders; 2000. Filamin; p. 675.

Unpublished Material

24. In press / forthcoming

Tian D, Araki H, Stahl E, Bergelson J, Kreitman M. Signature of balancing selection in Arabidopsis. Proc Natl Acad Sci U S A. In press 2002.

Electronic Material

25. CD-ROM

Anderson SC, Poulsen KB. Anderson's electronic atlas of hematology [CD-ROM]. Philadelphia: Lippincott Williams & Wilkins; 2002.

26. Journal article on the Internet

Abood S. Quality improvement initiative in nursing homes: the ANA acts in an advisory role. Am J Nurs [Internet]. 2002 Jun [cited 2002 Aug 12]; 102(6): [about 3 p.]. Available from: <http://www.nursingworld.org/AJN/2002/june/Wawatch.htm>

27. Monograph on the Internet

Foley KM, Gelband H, editors. Improving palliative care for cancer [Internet]. Washington: National Academy Press; 2001 [cited 2002 Jul 9]. Available from: <http://www.nap.edu/books/0309074029/html/>.

28. Homepage/Web site

Cancer-Pain.org [Internet]. New York: Association of Cancer Online Resources, Inc.; c2000-01 [updated 2002 May 16; cited 2002 Jul 9]. Available from: <http://www.cancer-pain.org/>

29. Part of a homepage/Web site

American Medical Association [Internet]. Chicago: The Association; c1995-2002 [updated 2001 Aug 23; cited 2002 Aug 12]. AMA Office of Group Practice Liaison; [about 2 screens]. Available from: <http://www.ama-assn.org/ama/pub/category/1736.html>

30. Database on the Internet

MeSH Browser [Internet]. Bethesda (MD): National Library of Medicine (US); 2002 - [cited 2003 Jun 10]. Meta-analysis; unique ID: D015201; [about 3 p.]. Available from: <http://www.nlm.nih.gov/mesh/MBrowser.html>

SECONDARY REFERENCING

In some cases you may wish to quote a piece of work that has been referred to in something you have read. This is called secondary referencing as you have not read the original piece of work. You are relying on the author you are reading to have given a fair interpretation of the contents of the original work. It is important to read the original work but this may prove difficult in some instances and it is accepted that it is not always possible. Nevertheless, if you still have to refer to it, your text

must make it clear that you have not read the original but are referring to it from a secondary source.

In your list of references at the end of your work you should only include the reference where you read about the original work. You **cannot** include details about the original study as you have not read it.

Thus: In your text, you should refer to the author whose work you have read, telling the reader that he or she cites another source, which you name. This can be done in several ways:

- *Bowling (1991) cites the work of Melzack and Torgerson (1971) who developed the McGill Pain questionnaire.* Or:
- *Melzack and Torgerson (1971, cited by Bowling 1991) developed the McGill Pain Questionnaire.* Or:
- *Bowling (1991, citing Melzack & Torgerson 1971) refers to the McGill Pain Questionnaire.*

It is important to be aware that some published works are secondary sources. These may be digests or reviews of published material which have utilized reports of studies to inform their own writing. Much of this material is very useful and brings a lot of research information together in a systematic

way, but you should not think that you have read the original research if you have merely read about it in a review or digest.

REFERENCES

1. Kirk R. A guide to bibliographic citation. Leicester University School of Education Library, 1992.
2. American national standard for bibliographic references. New York: American National Standards Institute; 1977. (ANSI Z39.29-1977).
3. Information and documentation – Bibliographic description and references. Geneva: International Organization for Standardization; 1994. (ISO 832:1994).
4. MEDLARS indexing manual. Bethesda: National Library of Medicine (US), Bibliographic Services Division, Index Section; 1984.
5. American Medical Association. Manual of style. 8th ed. Baltimore: Williams & Wilkins; 1989.
6. Huth EJ. Medical style and format: an international manual for authors, editors and publishers. Philadelphia: ISI Press; 1987.
7. Uniform requirements for manuscripts submitted to biomedical journals: sample references. International Committee of Medical Journal Editors. <http://www.icmje.org/>

