# CSE/CBE Style Quick Reference Guide

**Disclaimer:** This guide is only intended to be used as a Quick Reference (most commonly used citations). For further guidance, consult *Scientific Style and Format: The CSE Manual for Authors, Editors, and Publishers*. For additional help or questions on writing, refer to the Writing Room located in H&SS 112 or ext. 3262.

**General guidelines:** When giving an author’s name, type out the last name but give only the initials for the first and middle names. Do not put spaces or periods between initials. Do not underline or italicize book or journal titles. In a title, capitalize the first word in the title, the first word after a colon, and any proper nouns. If you can, use an abbreviation for scientific journal titles. Common abbreviations can be found at: [http://library.caltech.edu/reference/abbreviations/](http://library.caltech.edu/reference/abbreviations/), [http://www.library.ubc.ca/scieng/coden.html](http://www.library.ubc.ca/scieng/coden.html), and [http://www.library.uiuc.edu/biotech/j-abbrev.html](http://www.library.uiuc.edu/biotech/j-abbrev.html).

**In-text citation guidelines:** The examples in this Quick Reference Guide use the “Name-Year” format for in-text citations. For example, (Nowak 2006). With this format, the bibliography is organized alphabetically by the last name of the author. It is also common and correct to use the “Citation-Sequence” format in which the in-text citation is a number, for example (12). You can put this number in brackets [12], parentheses (12), or as a superscript 12. When you cite, give this number in the text, not the author’s name and year. The bibliography at the end of the paper is organized by the order in which you cite the authors. Thus, if the first person cited in your paper is Zhang and the twelfth person is Andrews, Zhang would be listed first and Andrews would be listed twelfth in the bibliography, because this is the order in which they appeared in the paper. If you cite Zhang’s paper again, you would still refer to it as (1). That paper will always be (1). **Or,** you can use the “Citation-Name” format and start by organizing the bibliography in alphabetical order by author last name. Then, assign each author a number, with the first one being 1 and so on. So, in the example above, Andrews would be (1) and Zhang might be (23). When you cite Andrews’ paper you put (1) as the in-text citation. When you cite Zhang’s paper you put (23).

Finally, keep in mind that changes to CSE/CBE style are common. They are generally determined by the journal to which you are submitting your paper. Please double-check your citations against citations in the journal in question. Or, double-check with the professor for whom you are writing the paper.

## CSE/CBE Reference List

### Books

#### Book by a Single Author

(Nowak 2006)

#### Book by Two or More Authors

(Bone et al. 1999)

**Note:** If there are only two authors, put both names in the in-text citation.  
**Example:** (Bone and Marshall 1999)

### Article or Essay in a Collection or Anthology

(Alpert and Oliver 2002)

**Text Note**
Encyclopedia Article (signed) from Encyclopedia


Journals/Magazines/Newspapers

Journal Article Paginated by Volume


Note: In the citation above, the journal title Aquatic Botany is abbreviated to Aquat Bot. In the citation below, the journal title Natural History is abbreviated to Nat Hist. Do not put periods after the abbreviations. These abbreviations were found on one of the abbreviation websites, listed in the General Guidelines above.

Magazine Article Paginated by Issue


Newspaper Article


Electronic Resources

Work from a subscription service (database)


World Wide Web sites:


Note: If the organization, such as the U.S. Food and Drug Administration Center for Food Safety and Applied Nutrition (see above), has a long title, you may abbreviate the title, placing the abbreviation at the beginning of the citation. You may then use this abbreviation in the text note.


(Mayo 2006)