



Consulting Analytical Chemists and Geochemists

HOW TO CITE REFERENCES IN PROCEDURES, TECHNICAL DOCUMENTS AND REPORTS

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Application Note: 32

It is important to always give credit to other works and authors; otherwise this may be plagiarism. Citations within the text should be given as author's surname and date. Examples:

Smith (1983)

Smith and Taylor (1984)

Jones *et al.*, (1985) [in cases of three or more authors], with *et al.*, written in italics as shown.

Text taken *verbatim* from a reference should be in italics and inverted commas followed by the author and date of publication, section and page number *e.g.*, “*The data do indicate that there is a significant statistical difference between the two means*” (Jones, 1986. Section 3.2, page 105).

Should the text be written as a *paraphrase* from a reference, then the name of the author and date of publication needs to be quoted at the end of the sentence giving the section and page number of the reference, *e.g.* “*The data shows that the measurement uncertainty is derived from the within-laboratory reproducibility*” (Jackson, 2003, 2.3., pg.20).

Check your final document to see if the references cited are all listed in your References section. Citations/References need to be alphabetically listed in a Reference section at the end of the report and written in the example format shown here, or in a different but consistent format.

Barwich, V. (2003). Preparation of calibration curves - a guide to best practice. *National Measurement System: Valid Analytical Measurement Programme (LGC/VAM/2003/032)*. 1-19.

Benedetti, M., Kersabiec, A., Boulegue, J. (1987). Determination of gold in twenty geochemical reference samples by flameless atomic absorption spectrometry. *Geostandards Newsletter*, **11**: 127-129.

Bugbee, E. E. (1940). *A textbook of fire assaying*. New York: John Wiley & Sons Inc. 1-112.

Chow, A. (1966). *The determination of gold in ores*. Unpublished Ph.D thesis. University of Toronto. 12-22.

Clark, J. (2013). *Performing a one-way ANOVA in Excel with post-hoc t-tests*. Retrieved July 10, 2014, from YouTube:https://www.youtube.com/watch?feature=player_detailpage&v=tPGPV_XPw-o

Cloete, K. (2014). Return to gold inevitable. (February 2014). (Hancock, T., Ed.) Cramer Media's Mining Weekly. Retrieved March 3, 2015, from: <http://www.miningweekly.com/article/the-rise-of-gold-2014-02-04>

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