CITING SOURCES ON REFERENCE LIST

Books (see 3.12.1 in AMA manual)

- A complete reference to a print book includes the following information:
  - Authors’ surnames and first and middle initials
  - Chapter title (when cited)
  - Surname and first and middle initials of book authors or editors (or translator)
  - Title of book and subtitle, if any
  - Volume number and title, when there is more than 1 volume
  - Edition number (do not indicate first edition)
  - Place of publication (see 14.5 for location abbreviations)
  - Name of publisher
  - Year of copyright
  - Page numbers, when specific pages are cited

Entire Book (3.12.2)


Chapter in a Book (3.12.4)

- Capitalize only the first letter of the first word, proper names, and abbreviations that are normally capitalized.
- Do not use quotation marks.
- Page numbers for the chapter should be given.


Articles (3.11.1)

- A complete print journal reference includes the following information:
  - Authors’ surnames and initials
  - Title of article and subtitle, if any
  - Abbreviated name of journal
  - Year
  - Volume number
  - Issue number
  - Part or supplement number, when applicable
  - Inclusive page numbers
Article from a Scholarly Print Journal (3.11.3)
- An article retrieved from a library database should be cited as a print journal article if it exists in that format and is equivalent to the full-text article being used.
- Journal titles should be abbreviated and should follow the abbreviations in the NLM Catalog: http://www.ncbi.nlm.nih.gov/sites/entrez?db=journals (3.11.2). This list is also available in 14.10.


Article from an Online Journal (3.15.1)
- Provide a URL that will take the reader most directly to the article.


Article from a Print Newspaper (3.13.1) and Online Newspaper (3.15.4)
- Newspaper names are not abbreviated.
- If a city name is not part of the newspaper name, it may be added to the official name, for clarity.

Wolfe W. State’s mail-order drug plan launched. Minneapolis Star Tribune. May 14, 2004:1B.


Web Sites (3.15.3)
- In citing data from a website, include the following elements, if available:
  - Author(s), if given
  - Title of the specific item cited (if none given, use the name of the organization responsible)
  - Name of website
  - URL
  - Date published
  - Date updated
  - Date accessed

AMA Style Basics

- In the Reference List, sources are numbered in the order of their appearance in the paper (3.5).
- In the paper, sources are cited by use of superscript Arabic numerals that correspond to the numbering in the Reference List. This will look like footnoting but is not footnoting because there is no footnote at the bottom of the page and because a superscripted number will be repeated when the source is used a second time (3.6). For more information, especially regarding long lists of superscripted numerals, see 3.6.
- In-text parenthetical citations (author’s name, etc.) are generally not used (3.3). Exceptions include, among others: personal communications, which do not belong in the Reference List; (3.2 and 3.13.9) or Web URL’s when attention is drawn to the site rather than to the content (3.3).
- In the Reference List, author names are presented as last name first, followed by initials only, with no commas separating and no periods after initials. To separate the names of two, three, or more authors, the word and is not used; commas are sufficient (3.7). For more than six authors, list the first three followed by “et al.” (3.7). For names of persons and names of groups combined as authors, see 3.7.
- For article and chapter titles, only capitalize the first letter of the first word, and nothing after that (3.9.1). Quotation marks are not used (3.9.1).
- Journal titles should be abbreviated at all times and should follow the abbreviations in the NLM Catalog (see "Article from a Scholarly Print Journal" section of this handout for the URL).
- Numbers (volume numbers, issue numbers, page numbers) do not have spaces separating them or their punctuation.

For more information see the AMA Manual of Style (10th ed.), available in Bracken Library at the Reference Desk (Ref Desk R 119 .A533 2007).