

ASEE-NE 2022 Conference at Wentworth Institute of Technology

Authors Kit



## Foreword

Thank you for participating in the ASEE Northeast 2022 Conference. This event is being hosted in-person at Wentworth Institute of Technology in Boston, MA in April – we look forward to seeing you there!

This kit is a guide to help you submit and manage all abstracts and submissions. Authors are responsible for following the procedures and meeting all deadlines and requirements in the process. ASEE and Wentworth are not responsible for papers that are withdrawn because they were incomplete, or because deadlines were missed.

ASEE-NE 2022 at Wentworth is a Publish-to-Present conference, therefore, to present at this conference you will first need to submit an abstract (250-500 words). The abstract should contain details on the topic of discussion, methodologies, any existing preliminary results (if applicable), or expected outcomes to allow reviewers to make an informed decision. If the abstract is accepted, you will be invited to submit a paper, extended abstract, or poster for review based on the track that you have selected. If the paper, extended abstract, or poster is accepted you will be invited to present. Your paper will not be published unless at least one of the paper's authors registers for and presents at the conference. ASEE-NE 2022 also needs the support of our authors to complete the reviewing process, therefore, faculty authors may be asked to serve as reviewers on abstracts, papers, extended abstracts, or posters.

We look forward to meeting you, and to sharing and discussing ideas in April 2022 at Wentworth. If you have any questions please contact the Conference Chair, Dr. Anuja Kamat at [aseene2022@wit.edu](mailto:aseene2022@wit.edu).

Best Regards,

Dr. Anuja Kamat  
Associate Professor, Civil Engineering  
School of Engineering  
Wentworth Institute of Technology  
Conference Chair, ASEE-NE 2022

## Table of Contents

Important Dates .....	4
Author Responsibilities .....	5
The Professional Paper, Student Paper, Extended Abstract, and Poster Process Summary .....	6
Draft Submission Process .....	7
Paper Acceptance.....	8
Appendix A – Abstract Formatting Guidelines .....	9
Appendix B – Draft Paper and Extended Abstract Formatting Guidelines .....	10
Appendix C – Final Submission.....	11
Appendix D – ASEE Official Plagiarism Policy.....	13
Appendix E – IEEE Referencing Style.....	16

## Important Dates

All deadlines are at 11:59pm EST on the days listed.



### Abstract due.

(Extended from November 18; extended from December 02)



### Notification of abstract acceptance.



Professional Paper, Student Paper, and Extended Abstract drafts due for review. Poster abstract due for resubmission. (See note below.)



Notification of Professional Paper, Student Paper, and Extended Abstract acceptance: feedback sent to authors.



Final drafts of Professional Papers and Student Papers due.  
Deadline for early registration discount.



Full-day interactive pre-conference workshop:  
Essentials of Effective Instruction



Conference begins at Wentworth Institute of Technology, Boston.



### Be Advised

Abstracts for Professional Papers, Student Papers, and Extended Abstracts may be accepted at the discretion of the track chairs after February 28<sup>th</sup>. Please contact the appropriate chair.

## Author Responsibilities

Each Author who submits an abstract and paper should:

- read this kit and follow all the instructions for papers to be published correctly.
- submit their abstract as **text only** and their draft as **PDF only**.
- acknowledge the ASEE Plagiarism Policy online (Appendix D).
- check that all information, from the paper title to the spelling of co-authors' name(s), is correct.
- indicate who is presenting the paper.
- pay the registration fee.
- accept the copyright transfer.
- assign someone else to manage your paper or pay your fees, if you are unable to do so
- contact the Conference Chair, Dr. Anuja Kamat, or your Track Chair at aseene2022@wit.edu with any questions or concerns

Your paper will not be published if you:

1. fail to submit a final copy of the paper before the deadline.
2. fail to register for the conference by the deadline.
3. fail to assign the paper's copyright to ASEE so it can be published.

Previous authors have had papers published with unfortunate mistakes. Please do not let these happen to you:

- failure to add co-authors and check the spelling of their names before marking your paper as finalized.
- failure to proofread your biography before submitting the final paper.
- failure to check the uploaded version of the final paper for formatting and other errors.

Conditions: double-blind peer review occurs for both abstracts and papers. Abstract acceptance does not guarantee acceptance of the paper. This meeting has a "Publish-to-Present" requirement for oral presentation and final papers must be written and accepted for the work to be presented at the meeting. Submission of abstracts and final papers will be via the ASEE online paper management system and completed in accordance with the published deadlines. If the authors plan to make a poster presentation, instead of submitting a full paper for an oral presentation, there is a check box that faculty members/industry professionals/staff can check when they submit their abstracts. The faculty members/industry professionals/staff poster presentations will follow the same guidelines as the student poster presentations.






Plagiarism Policy: You will be required to acknowledge and accept the ASEE Plagiarism Policy in the paper management system (Appendix D) before you can submit your abstract.



### Be Advised

ASEE has the right to withdraw papers from the 2022 ASEE-NE proceedings if registration fees are not paid, or the presenter does not present the paper.

## The Professional Paper, Student Paper, Extended Abstract, and Poster Process Summary

		Professional Paper	Student Paper	Extended Abstract	Poster
01	<b>Abstract</b>  Jan 6th	Authors submit an abstract of 250 to 500 words. Since this is a double-blind review, all names, affiliations, and identifying information must be removed.			
02	<b>Draft</b>  Feb 28th	Authors submit their draft papers for review.	Authors submit their draft extended abstract for review.	Authors resubmit their poster abstract; abstracts must be updated to address reviewer comments.	
		Since this is a double-blind review, all names, affiliations, and identifying information must be removed.			
03	<b>Register</b>  Apr 7th	Authors must be registered for the conference and the paper/abstract/poster presented. Ensure all author information and bios are correct in Monolith. The deadline for early registration at the discounted rate is April 7 <sup>th</sup> .			
04	<b>Final</b>  Apr 7th	Authors submit the final version of their paper for publication.	Authors submit the final version of the extended abstract for publication.	Authors resubmit their poster abstract with identifiers added.	
		In this step, any components that were removed for the blind review – names, affiliations, and identifiers – are added in.			
05	<b>Present</b>  Apr 22nd	The conference begins at Wentworth Institute of Technology. Conference dates: April 22 <sup>nd</sup> and April 23 <sup>rd</sup> 2022. The presenter must be registered for the conference to present; a presentation must be made for the paper or extended abstract to be published. Posters are presented but not published.			

 **Be Advised**

Student papers and posters **MUST** have a student as the first author with most of the work being done by a student or group of students.

## Draft Submission Process (Refer to Appendix B for Guidelines)



Important Deadline

February 28<sup>th</sup> 2022 at 11:59pm EST.

If your abstract is accepted, the status changes to “Upload draft.”

- The submission’s details page provides a link to read comments from reviews as forwarded by the track chair.
- When the draft version is completed, Choose file (as a PDF only) and Upload draft to submit it.
  - Make sure that the PDF file you upload does not include your name or initials.
- You can upload your draft paper as often as needed until the program chair assigns the draft paper to be reviewed.
- Again, the paper’s status changes to Waiting until the reviews are complete and the program chair has made their decision.

### Reviews

- Reviewers may be assigned as soon as drafts are submitted. Therefore, do not submit your draft until it is ready to be reviewed.
- Once reviews are in progress, the paper’s status changes to Waiting”.
- If you need to revise your draft after it’s assigned to a reviewer, you must contact your program chair for assistance.
  - It is at your chairs’ discretion whether they agree to upload a new version of the draft for you or not.

If the paper is accepted as is, its status changes to “Upload final”.

If Revisions have been requested, they need to be submitted by April 7<sup>th</sup>:

- As with abstracts, you can view comments from the reviewers on the paper’s details page.
- If the paper is accepted with revisions, its status changes to “Revise”.
- When the requested revisions are ready, select the PDF file and Upload.
- When requested revisions for the paper are uploaded, its status changes to Waiting until it is accepted or rejected by the Program Chair(s).

Note: If you have been requested to make revisions, the system automatically assigns the revision to a reviewer as soon as it is uploaded. Therefore, you will only be able to upload ONE VERSION of a revision, so please be sure it is the correct one.

If you need to upload a different version of the revision, you must contact your Program Chair(s) for assistance. It is at your Chairs’ discretion whether they agree to upload a new version of the paper.

Status	Paper
Revise	<b>ASSESSMENT USING FLEMING AND MILLS PRINCIPLES</b> ID: 8429 Architectural Division Phase: Rewrite
Upload draft	<b>ASSESSMENT OF COLLABORATIVE LEARNING STYLES</b> ID: 8430 Aerospace Division Phase: Draft
Upload draft	<b>ASSESSMENT OF INFORMATION PROCESSING TECHNIQUES</b> ID: 8431 Biological & Agricultural Div... Phase: Draft

Paper Status in Monolith



Be Advised

Upload the **correct** version since reviews may start immediately. Once reviews begin, edits cannot be made.

## Paper Acceptance



### Important Deadline

April 7<sup>th</sup> 2022 at 11:59pm EST.

Generally, the revised paper is regarded as the final paper. Once it is submitted, at least one author must also register and pay the conference fees to present the work.

#### Finalize Paper:

By April 7<sup>th</sup> you will need to finalize your paper by completing the following requirements:

1. Upload the final version of your paper to the ASEE online system with the blind components reinstated, such as name, institution, etc.
2. Make sure all co-authors have been invited to the paper, accepted the invitation, and have added their biographic sketch to the system.
3. Check for correct spelling of co-authors names.
4. Review paper prior to final submission for formatting errors or concerns.



### Be Advised

Your paper will be withdrawn if at least one author is not registered by the April 7<sup>th</sup> 2022 deadline.



## Appendix A – Abstract Formatting Guidelines

Abstracts are submitted via textbox on the paper submission site. Please note the following guidelines:

### Title:

1. Title: The title must be included
2. Author and Affiliation: Submissions are done in a double blind. No author or affiliation information is to be included on any abstracts.
3. Footers: Do not include any in your abstract.

### Body of the Abstract (beginning under title information)

Length: Abstracts should generally be between 250 - 500 words.

### Biographical Information

Biographical information is to be saved in Monolith on the Author/Co-Author page. It will be automatically added to your paper at the end of the process.

### Other

Do not include session numbers in any part of the document, unless specifically requested to do so by a Call for Papers.

### Additional Guidelines and Suggestions:

- As appropriate, include the pedagogical theory or approach being used;
- Indicate the form that your outcome(s) will take as appropriate;
- As applicable, methods of assessment should be made clear.

## Appendix B – Draft Paper and Extended Abstract Formatting Guidelines

### Title Page (top part of first page only)

1. Title of Paper: The title must be centered with at least a one and one-half inch margin on the left and right.
2. Font: Times New Roman typeface is required, bold faced, 14-point.
3. Author and Affiliation: Submissions are done in a double blind. No author or affiliation information is to be included on any abstracts or draft papers.
4. Footers: These will be automatically added to your papers. Please leave them blank.

### Body of the Paper (beginning under the title information on the first page and continuing with all subsequent pages)

1. First Page: The paper will be in a one-column format with left justification. There must be a one-inch margin on the left, right, and bottom.
2. Second and All Subsequent Pages: There must be a one-inch margin all around (top, bottom, right, left) in one column format, left justification, skipping one line between paragraphs.  
Font: Times New Roman typeface is required, 12-point, using only standard symbols and abbreviations in text and illustrations.
3. Tables and figures: 10-point or above, Times New Roman typeface is recommended.
4. Abstracts: Abstracts are not required but can be included between the title and the body of the paper, but not on a separate page.
5. Headings: Headings are not required but can be included. If used, headings must be left-justified, lowercase, with the same font and size as the body of the paper. There must be only one blank line between the heading and the paragraph and the preceding and following paragraphs.
6. Page Numbering: Do not number the pages.
7. Length: Please adhere to the following page limits, note: reviewers as well as readers of your work will appreciate conciseness.
  - a. Professional Papers: 10 pages maximum, one additional (11<sup>th</sup>) page can be used for references if necessary. Professional Papers must contain a minimum of four pages.
  - b. Student Papers: 10 pages maximum, one additional (11<sup>th</sup>) page can be used for references if necessary. Student Papers must contain a minimum of four pages.
  - c. Extended Abstracts: 2 pages maximum, one additional (3<sup>rd</sup>) page can be used for references if necessary. Note: an extended abstract should be longer than the initial 250 to 500 word abstract initially submitted. However, authors interested in presentation only should notify the Extended Abstract Chair, in this case the abstract can remain 250 to 500 words with comments from the reviewers applied.

### References

The preferred reference style is IEEE - see Appendix E.

### Biographical Information

Biographical information is saved in the ASEE online paper system on the Author/Co-Author page. It will be automatically added to your paper.

### Other

Do not include session numbers in any part of the document.

## Appendix C – Final Submission

### Papers and Extended Abstracts

#### Title Page (top part of first page only)

1. Title of Paper: The title must be centered with at least a one and one-half inch margin on the left and right.
2. Font: Times New Roman typeface is required, bold faced, 14-point.
3. Author and Affiliation: No author or affiliation information is to be included on any abstracts or draft papers. Any placeholders used to disguise affiliation in the draft paper (such as “University of ”) must be replaced with the affiliation information for the final paper.
4. Footers: These will be automatically added to your papers. Please leave them blank.

#### Body of the Paper (beginning under the title information on the first page and continuing with all subsequent pages)

1. First Page: The paper will be in a one-column format with left justification. There must be a one-inch margin on the left, right, and bottom.  
Font: Times New Roman typeface is required, 12-point, skipping one line between paragraphs.
2. Second and All Subsequent Pages: There must be a one-inch margin all around (top, bottom, right, left) in one column format, left justification, skipping one line between paragraphs.  
Font: Times New Roman typeface is required, 12-point, using only standard symbols and abbreviations in text and illustrations.
3. Tables and figures, 10-point or above, Times New Roman typeface is recommended.
4. Abstracts: Abstracts are not required but can be included between the title and the body of the paper, but not on a separate page.
5. Headings: Headings are not required but can be included. If used, headings must be left-justified, lowercase, with the same font and size as the body of the paper. There must be only one blank line between the heading and the paragraph and the preceding and following paragraphs.
6. Page Numbering: Do not number the pages.
7. Length: Please adhere to the following page limits, note: reviewers as well as readers of your work will appreciate conciseness.
  - a. Professional Papers: 10 pages maximum, one additional (11<sup>th</sup>) page can be used for references if necessary. Professional Papers must contain a minimum of four pages.
  - b. Student Papers: 10 pages maximum, one additional (11<sup>th</sup>) page can be used for references if necessary. Student Papers must contain a minimum of four pages.
  - c. Extended Abstracts: 2 pages maximum, one additional (3<sup>rd</sup>) page can be used for references if necessary. Note: an extended abstract should be longer than the initial 250 to 500 word abstract initially submitted. However, authors interested in presentation only should notify the Extended Abstract Chair, in this case the abstract can remain 250 to 500 words with comments from the reviewers applied.
8. Orientation: Pages can be landscape to accommodate graphics if necessary, all other requirements above still apply.

## References

The preferred reference style is IEEE - see Appendix E.

## Biographical Information

Biographical information is saved in the ASEE online paper system on the Author/Co-Author page. It will be automatically added to your paper.

## Other

Do not include session numbers in any part of the document.

## Posters

Posters are not submitted, instead you will resubmit your abstract. Any placeholders used to disguise affiliation in the previous submissions of the abstract (such as “University of”) must be replaced with the affiliation information for the final submission.

When preparing your poster and presentation please note the following:

1. The size of the poster is 2 x 3 ft
2. The poster will be placed between 9am - 9:30am on the day of your presentation.
3. The poster must be removed between 4pm - 4:30pm on the day of your presentation.

# Appendix D – ASEE Official Plagiarism Policy

Policy on Plagiarism and Duplicate Publication  
American Society for Engineering Education  
May 31, 2013; Revised October 2, 2014

## Preamble

The American Society for Engineering Education serves the engineering and technology communities by offering professional conferences, networking opportunities, and support of research in the various fields of engineering and technology related to education. Research is disseminated to the wider community via the organization's professional publications. ASEE subscribes to the highest standards of ethical conduct, as detailed in the "ASEE Statement on Engineering Ethics Education," located on the society's website at <http://www.asee.org/about-us/the-organization/our-board-of-directors/asee-board-of-directors-statements/engineering-ethics-education>.

In scholarly publication, plagiarism occurs when an author copies the words, illustrations, and ideas of others without identifying the sources. Plagiarism is unethical because it represents the theft of the intellectual work of others, and the subsequent misrepresentation of that work as the author's own. An act of plagiarism not only violates intellectual property rights but is anathema to the principle of academic integrity, which is fundamental for scholarly research, writing, and publication. Inadvertent publication of plagiarized material can undermine the quality of a journal or proceedings.

When authors copy not from others but from themselves, by publishing the same article in multiple journals, the practice is called redundant or duplicate publication. Compared with plagiarism, duplicate publication is generally considered less serious, but it is still unethical. (The only exception is when reprinting has been appropriately approved and permission obtained from the original copyright holder; e.g., a keynote speech that has also been published.) Duplicate publication of the same article wastes space in journals and time of reviewers. Duplicate publication misrepresents the author's record of scholarly contributions, and it corrupts meta-analyses of multiple studies on the same subject.

This policy outlines the steps that ASEE will take in response to allegations of plagiarism and duplicate publication involving articles published in or submitted to ASEE journals, magazines, and conference proceedings, including the annual conference, section and zone meetings, and the global colloquium.

## Definitions and Scope

1. The original paper is the paper or source from which the words and ideas were copied. The second paper is the paper in which the copied text later appears. This policy applies both when the second paper is a submitted manuscript and when the second paper has appeared in print.
2. This policy applies when either the original paper or the second paper has appeared in an ASEE publication, or when the second paper has been submitted to an ASEE publication.
3. In this policy, the author is the author of the second paper. The policy applies with equal force to all co-authors of the second paper.
4. Plagiarism occurs when the second paper copies a significant amount of text from the original paper without proper citation of the source (e.g., beyond "fair use" in copyright law). For this policy, plagiarism requires that

the copying be either verbatim or nearly verbatim (with minor insignificant changes) without citing the original source. Whereas other definitions of plagiarism include close paraphrasing from an unattributed source, the strict definition in this policy enables editors to focus on the clearest cases, without expending effort to evaluate whether an instance of paraphrasing constitutes plagiarism. Note that citations are not required for ideas that are well known within the field of the paper.

5. Duplicate publication occurs when at least one author is in common between the original paper and the second paper.
6. For this policy, to qualify as a case of duplicate publication, the original paper must be an article in a peer-reviewed journal or peer-reviewed conference proceedings. When the original paper is on an unreviewed website or in an unreviewed conference proceedings, the submission or publication of the second paper is not considered duplicate publication; however, the author must notify the journal editor at time of submission as to where and when the paper was originally published. When the author republishes an original ASEE conference paper in a journal, the author or the journal first must secure a copyright release from ASEE, and the second paper must identify the original source.
7. The Editor-in-Chief of an ASEE publication is the editor who has ultimate responsibility for that publication. For an ASEE conference proceedings, the overall conference chair fulfills that role.

### **Procedure**

1. An allegation of plagiarism or duplicate publication must be made by the initiator—who might be either a reviewer or reader—in writing. The allegation must include all relevant evidence, such as the original sources, and must be addressed to the Editor-in-Chief of the appropriate ASEE publication.
2. Within 14 calendar days, the Editor-in-Chief will review the allegation. If the Editor-in-Chief concurs that the allegation represents a potential instance of plagiarism or serious duplicate publication, the Editor-in-Chief will refer the allegation to an ad hoc investigation committee. If the Editor-in-Chief and the Executive Director of ASEE agree that the allegation represents duplicate publication of substantially less than 50% of the original or second paper, the Editor-in-Chief will request a correction from the author; if the author does not respond in writing within 30 calendar days, this process will continue.
3. The ad hoc investigation committee will be appointed by the Executive Director of ASEE. That committee will include an editor or associate editor from an ASEE publication who is not involved with the allegation and three other appropriate members whose expertise includes the subject matter of the papers named in the allegation.
4. The investigation committee will evaluate the written evidence and report its findings to the Editor-in-Chief within 30 days. If the committee finds clear and convincing evidence that plagiarism or duplicate publication has occurred, the report will recommend an appropriate sanction (see below).
5. If the allegation is not dismissed, the Editor-in-Chief will immediately forward the investigation committee's report to each author of the second paper, inviting each to respond in writing within 30 days. The Editor-in-Chief may ask each author to describe the various roles of each co-author concerning the incident.
6. Within 14 days of receiving all of the authors' responses, or after the 30 day response period has elapsed, the Editor-in-Chief will decide to either accept the recommended sanction or modify it as appropriate. The Editor-in-Chief will deliver the decision to the author, co-authors, and the investigation committee in writing.
7. If the second paper has multiple authors, the Editor-in-Chief may choose different sanctions for different authors, depending on their roles in the preparation of the second paper.
8. For each author who is at an academic institution, the Editor-in-Chief will send copies of the evidence, the investigation committee's report, and the sanction notification to the research integrity officer (RIO) of the

author's institution. If the institution has no RIO, the Editor-in-Chief will notify the institution's academic vice president or equivalent administrator.

9. The author may appeal the decision of the Editor-in-Chief to the Executive Director of ASEE, in writing, within 30 days. Upon reviewing the evidence, the Executive Director may reduce the severity of the sanction, but may not increase the sanction. The Executive Director will then convey the decision on the appeal to the author and the institution's RIO. The Executive Director's decision is final.

### **Sanctions**

1. Extensive cases. A plagiarism case is considered extensive if more than 50% of the original paper is plagiarized, or more than 50% of the second paper represents plagiarized material. In this case, all of the author's manuscripts currently under review by ASEE journals and conferences will be immediately rejected. In addition, the author will be prohibited from publication in ASEE publications for three to five years. If the second paper appeared in an ASEE journal or conference, a notice of plagiarism will be printed where appropriate.
2. Serious cases. A plagiarism case is considered serious if a substantial amount of either the original paper or the second paper is plagiarized. A duplicate publication case is serious if more than 50% of the original or second paper represents duplicated material. In this case, all of the author's manuscripts currently under review by ASEE journals and conferences will be immediately rejected. In addition, the author will be prohibited from publication in ASEE publications for one to three years. If the second paper appeared in an ASEE journal or conference, a notice of plagiarism or duplicate publication will be printed where appropriate.
3. Significant cases. A case of plagiarism is considered significant if 300 or more consecutive words are copied verbatim or nearly verbatim. A duplicate publication case is significant if a substantial amount of the original or second paper represents duplicated material. In this case, the author's manuscripts currently under review by ASEE journals or conferences may be rejected. In addition, the author may be prohibited from publication in ASEE publications for at most one year.

### **Additional Policies**

1. Confidentiality. The Editor-in-Chief and others involved in carrying out this policy will maintain the confidentiality of the identities of the initiator and the author, and the confidentiality of all correspondence regarding the case and its disposition.
2. Conflict of interest. All editors who have a conflict of interest with the author or the author's institution will recuse themselves from this process.
3. Diversity. The Editor-in-Chief and others who carry out this policy will respect cultural differences in citation practices by different scholarly communities and academic disciplines.
4. Non-retaliation. If the initiator has brought the allegation in good faith, then there should be no retaliation against the initiator.
5. Records. After a finding of plagiarism or duplicate publication, if the second paper has appeared in an ASEE journal or conference proceedings, then the electronic version of the paper will be permanently marked as plagiarized or duplicated, and a reference to the source will be included.
6. Modifications. Minor modifications in this policy may be made at the discretion of the Executive Director of ASEE. For example, the Executive Director may extend a time period for good reasons, or appoint a substitute for the Editor-in-Chief in a case of conflict of interest.

## Appendix E – IEEE Referencing Style

What is IEEE style?

The Institute for Electrical and Electronics Engineers (IEEE) is a professional organization supporting many branches of engineering, computer science, and information technology. In addition to publishing journals, magazines, and conference proceedings, IEEE also makes many standards for a wide variety of industries.

The IEEE citation style includes in-text citations, numbered in square brackets, which refer to the full citation listed in the reference list at the end of the paper. The reference list is organized numerically, not alphabetically. For examples, see the IEEE Editorial Style Manual.

The Basics

**In-text Citing:** It is not necessary to mention an author's name, pages used, or date of publication in the in-text citation. Instead, refer to the source with a number in a square bracket, e.g. [1], that will then correspond to the full citation in your reference list.

- Place bracketed citations within the line of text, before any punctuation, with a space before the first bracket.
- Number your sources as you cite them in the paper. Once you have referred to a source and given it a number, continue to use that number as you cite that source throughout the paper.
- When citing multiple sources at once, the preferred method is to list each number separately, in its own brackets, using a comma or dash between numbers, as such: [1], [3], [5] or [1] - [5].

The below examples are from Murdoch University's IEEE Style LibGuide:

- a) "...end of the line for my research [13]."
- b) "This theory was first put forward in 1987 [1]."
- c) "Scholtz [2] has argued that..."
- d) "Several recent studies [3], [4], [15], [16] have suggested that "
- e) "For example, see [7]."

Creating a Reference List

The Reference List appears at the end of your paper and provides the full citations for all the references you have used. List all references numerically in the order they've been cited within the paper, and include the bracketed number at the beginning of each reference.

- Title your list as References either centered or aligned left at the top of the page.
- Create a hanging indent for each reference with the bracketed numbers flush with the left side of the page. The hanging indent highlights the numerical sequence of your references.
- The author's name is listed as first initial, last name. Example: Adel Al Muhairy would be cited as
- Al Muhairy (NOT Al Muhairy, Adel).
- The title of an article is listed in quotation marks.
- The title of a journal or book is listed in italics.



The below examples are from the [IEEE Citation Reference Guide](#) and [Murdoch University's IEEE StyleLibGuide](#):

Material Type	Works Cited
<b>Book in print</b>	[1] B. Klaus and P. Horn, <i>Robot Vision</i> . Cambridge, MA: MIT Press, 1986.
<b>Chapter in book</b>	[2] L. Stein, "Random patterns," in <i>Computers and You</i> , J. S. Brake, Ed. New York: Wiley, 1994, pp. 55-70.
<b>eBook</b>	[3] L. Bass, P. Clements, and R. Kazman, <i>Software Architecture in Practice</i> , 2nd ed. Reading, MA: Addison Wesley, 2003. [E-book] Available: Safari e-book.
<b>Journal article</b>	[4] J. U. Duncombe, "Infrared navigation - Part I: An assessment of feasibility," <i>IEEE Trans. Electron. Devices</i> , vol. ED-11, pp. 34-39, Jan. 1959.
<b>eJournal (from database)</b>	[5] H. K. Edwards and V. Sridhar, "Analysis of software requirements engineering exercises in a global virtual team setup," <i>Journal of Global Information Management</i> , vol. 13, no. 2, p. 21+, April-June 2005. [Online]. Available: Academic OneFile, <a href="http://find.galegroup.com">http://find.galegroup.com</a> . [Accessed May 31, 2005].
<b>eJournal (from internet)</b>	[6] A. Altun, "Understanding hypertext in the context of reading on the web: Language learners' experience," <i>Current Issues in Education</i> , vol. 6, no. 12, July 2003. [Online]. Available: <a href="http://cie.ed.asu.edu/volume6/number12/">http://cie.ed.asu.edu/volume6/number12/</a> . [Accessed Dec. 2, 2004].
<b>Conference paper</b>	[7] L. Liu and H. Miao, "A specification based approach to testing polymorphic attributes," in <i>Formal Methods and Software Engineering: Proceedings of the 6th International Conference on Formal Engineering Methods, ICFEM 2004, Seattle, WA, USA, November 8- 12, 2004</i> , J. Davies, W. Schulte, M. Barnett, Eds. Berlin: Springer, 2004. pp. 306-19.
<b>Conference proceedings</b>	[8] T. J. van Weert and R. K. Munro, Eds., <i>Informatics and the Digital Society: Social, ethical and cognitive issues: IFIP TC3/WG3.1&amp;3.2 Open Conference on Social, Ethical and Cognitive Issues of Informatics and ICT</i> , July 22-26, 2002, Dortmund, Germany. Boston: Kluwer Academic, 2003.
<b>Newspaper article (from database)</b>	[9] J. Riley, "Call for new look at skilled migrants," <i>The Australian</i> , p. 35, May 31, 2005. [Online]. Available: Factiva, <a href="http://global.factiva.com">http://global.factiva.com</a> . [Accessed May 31, 2005].
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