

## **Appendix C—Sample Citations for Most Publication Types**

### **Directory**

The USDA FS style for citing bibliographic references is based on ANSI (American National Standards Institute. 1977. American national standard for bibliographic references. ANSI Z39.29. New York. 92 p.). To simplify, condense, and illustrate the rules outlined in ANSI, we show examples of the most common types of citations used in SRS publications. The examples also account for USDA FS requirements. Some examples are not real but have been created for this guide. If you have an unusual paper that you are not sure how to cite, ask an editor for assistance.

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## Text References

Refer to literature in the text by author-year. In the author-year method, the author's last name and the year of publication are cited:

. . . may result in increased peak flows (Brown 1980).

Later experiments by Miller (1981) showed . . .

When listing more than one reference as support for a statement, give the references alphabetically by senior author. When a work has three or more authors, all authors are named. For a work by four authors, all four are named because it makes no sense to drop the fourth name only to add the notation *[and others]*. Do not punctuate between the author's name and the year except when the year must be given as *in press*.

(Adams 1980; Endres and Thompson, in press; Petersen 1974)

(Adams 1980, Endres and Thompson 1988, Petersen 1988)

(Barnes and Clark, no date)

(Jones 1980, 1981)

(Jones 1980, 1981, 1993a; Jones and others 1971; Miles and Anderson 1979)

[Pan and others 1996, in press; Parton 1996; Ryan and others in press (a), in press (b)]

(Remington 1982a, 1982b)

(Vose and Swank 1993, Vose and others 1995)

## Alphabetizing

List entries alphabetically by author in the Literature Cited or References section.

Brown, A.T.

Brown, J.S.

Campbell, R.K.

Campbell, R.K.; Echols, R.W.

Crossley, D.A., Jr.

Gansner, D.

Gansner, D.A.

Stout, B.M., III

List a single-author entry before a multiple-author entry beginning with the same name:

Mason, P.

Mason, P.; Street, D.; Drake, P.

For several entries by the same senior author with different coauthors, alphabetize by the last names of the junior authors:

Brown, G.W.; Gahler, A.R.; Marston, R.B.

Brown, G.W.; Krygier, J.T.

When the author or authors of several entries are the same, arrange the citations chronologically:

Rickard, W.H. 1967.

Rickard, W.H. 1970.

Rickard, W.H. 1985.

When the author or authors and the year are identical for two or more entries, add a lowercase letter to the year and use the first word of the title to arrange the citations (but ignore *a*, *an*, and *the* when alphabetizing):

Hall, F.C. 1979a. The ecology of....

Hall, F.C. 1979b. Silvicultural options....

Entries by different senior authors with the same last name and same year also require lowercase letters after the year, even though they might be separated by several citations. In the following example, the first and last entries would be cited in the text as **Johnson 1978**; a lowercase letter distinguishes which Johnson publication is being cited:

Johnson, A.C. 1978a.

Johnson, A.C. 1979.

Johnson, M.A. 1973.

Johnson, W.C. 1978b.

Entries by the same senior author with the same year but two or more coauthors with different surnames also require lowercase letters after the year. In the following example, each entry would appear as **Miller and others (1975)** in the text; the letters distinguish which publication is being cited:

Miller, J.A.; Anderson, A.B.; Franks, M.B. 1975a....

Miller, J.A.; Franks, M.B.; Williams, A. 1975b....

Miller, R.A.; Smith, W.A.; Mitchell, S. J. 1975c.

Entries that begin with a year are listed first:

1998 Lockwood-Post's Directory. 1998. Pulp and paper mills in the United States. 1998 Lockwood-Post's Directory of the Pulp, Paper and Allied Trades: 38-140.

Paper Industry Management Association. 1999. Papermaker's top 50: muddling through. PIMA's North American Papermaker. 81(6): 58-73.

## Book or Monograph

- Abercrombie, M.; Hickman, C.J.; Johnson, M.L. 1964. A dictionary of biology. Chicago: Aldine Publishing Co. 798 p. (1)
- Echternacht, A.C., ed. Biodiversity of the Southeastern United States: lowland terrestrial communities. New York: John Wiley. 502 p. (2)
- Strunk, W.J.; White, E.B. 1971. The elements of style. 2<sup>d</sup> ed. New York: Macmillan. 78 p. (3)

*The third reference shows an edition number; all references show no State for the publisher's location and shortened name of well-known publishers. (No states are used for major cities.)*

## Chapter in Book or Monograph

- Beasley, R.S. 1979. Assessment of nonpoint source pollution from forest practices in the south central region. In: Current research, research needs and problems in assessing impact of forest management practices on water quality and utility. Tech. Bull. 328. New York: National Council of the Paper Industry for Air and Stream Improvement: 10-13. (4)

*The reference cites a section within a monograph; the monograph is in a numbered series. The series name is abbreviated.*

- Stoltenberg, C.H.; Ware, K.D.; Marty, R.J. [and others]. 1970. Preparing written study plans. In: Planning research for resource decisions. Ames, IA: Iowa State University Press: 81-88. (5)

*The reference has more than four authors.*

- Stein, W.I. 1978. Reforestation evaluation. In: Cleary, B.D.; Greaves, R.D.; Hermann, R.K., comps., eds. Regenerating Oregon's forests: a guide for the regeneration forester. Corvallis, OR: Oregon State University Extension Service: 205-221. (6)

*Reference shows compilers and editors for the larger work.*

When page numbers of the chapter being cited are known, the chapter number is not required. It may be added, however, as a supplemental note:

- Stein, W.I. 1978. Reforestation evaluation. In: Cleary, B.D.; Greaves, R.D.; Hermann, R.K., comps., eds. Regenerating Oregon's forests: a guide for the regeneration forester. Corvallis, OR: Oregon State University Extension Service: 205 221. Chapter 11. (7)

If this book had not been paged, the reference could be written in one of two ways:

- Stein, W.I. 1978. Reforestation evaluation. In: Cleary, B.D.; Greaves, R.D.; Hermann, R.K., comps., eds. Regenerating Oregon's forests: a guide for the regeneration forester. Corvallis, OR: Oregon State University Extension Service: chapter 11. (8)

- Stein, W.I. 1978. Reforestation evaluation. In: Cleary, B.D.; Greaves, R.D.; Hermann, R.K., comps., eds. Regenerating Oregon's forests: a guide for the regeneration forester. Corvallis, OR: Oregon State University Extension Service. [Not paged]. Chapter 11. (9)

## Book Review

- Hamel, P.B. 1999. Review of Atlas of the breeding birds of Maryland and the District of Columbia. *Journal of Wildlife Management*. 63: 760-761. (10)

*The title of the book being reviewed begins with an uppercased letter.*

- Greenberg, C.H. 1999. Stemming the tide of invaders. Review of Strangers in paradise. *Biodiversity Letters*. 4: 152-153. (11)

*This book review has a separate title.*

## All Volumes of Multivolume Work and Article in Specified Volume

- Iverson, L.L.; Iverson, S.D.; Snyder, S.H., eds. 1975. Handbook of psychopharmacology. New York: Plenum Press. 6 vol. (12)

- Colowick, S.P.; Kaplan, N.O. 1955 63. Methods in enzymology. New York: Academic Press. 6 vol. (13)

*Both examples above cite all volumes of multivolume works. In the second example, the volumes were published in different years; the range of years is given.*

- Zook, L.M. 1980. Lessons learned—not always by choice. In: Technical communication—the bridge of understanding: Proceedings, 27<sup>th</sup> international technical communication conference. Washington, DC: Society for Technical Communication: W 31 to W 36. Vol. 2. (14)

*Cites an article in one volume of a multivolume work. The volume number is given in a supplemental note. The published titles of the article and the proceedings use an em dash. Pagination of the work is unconventional; because a hyphen appears as part of the page number on the original, the word to is used rather than a hyphen to indicate inclusive pages.*

## Series, Department of Agriculture

Publications in a Department series, such as Agriculture Handbooks, Forest Resource Reports, Miscellaneous Publications, and Technical Bulletins, show on the cover the name of the Agency using the series. The Agency, however, is not named as publisher in the reference. The series name is abbreviated.

- Fowells, H.A., comp. 1965. Silvics of forest trees of the United States. Agric. Handb. 271. Washington, DC: U.S. Department of Agriculture. 762 p. (15)

*Although the Forest Service, U.S. Department of Agriculture, is the Agency named on the publication, only the Department is shown as the publisher of a Department series. The reference shows the compiler as author.*

- Bailey, R.G. 1995. Description of the ecoregions of the United States. 2<sup>d</sup> ed., rev. Misc. Publ. 1391. Washington, DC: U.S. Department of Agriculture. 108 p. + map. (16)

- McNab, W.H.; Avers, P.E., comps. Ecological subregions of the United States: section descriptions. Admin. Publ. WO-WSA-5. Washington, DC: U.S. Department of Agriculture, Forest Service. 267 p. (17)

Koch, P. 1972. Utilization of the southern pines. Agric. Handb. 420. Washington, DC: U.S. Department of Agriculture. 2 vol. (18)

*Cites a book with more than one volume; the collection is being cited. (If only one volume of a collection were being cited, the volume number would follow Vol.) The collection is in a numbered series.*

### **Series, Forest Service (WO)**

U.S. Department of Agriculture, Forest Service. 1981. Report of the Forest Service: fiscal year 1980 highlights. FS 364. Washington, DC: U.S. Department of Agriculture, Forest Service. 38 p. (19)

*Reference shows a corporate author. Repeating the publisher's name is optional. Where different type sizes were used on the publication to set off the last portion of the title (**fiscal year 1980 highlights**), a colon was used in the keyboarded citation.*

### **Series, Forest Service (Station or Region)**

Thompson, M.T.; Johnson, T.G. 1996. A forested tract-size profile of Virginia's NIPF landowners. Res. Pap. SRS-1. Asheville, NC: U.S. Department of Agriculture, Forest Service, Southern Research Station. 8 p. (20)

Ince, P. 2000. Industrial wood productivity in the United States, 1900-1998. Res. Note FPL-RN-0272. Madison, WI: U.S. Department of Agriculture, Forest Service, Forest Products Laboratory. 14 p. (21)

Rudis, V. 1988. Nontimber values of Louisiana's timberland. Resour. Bull. SO-132. New Orleans: U.S. Department of Agriculture, Forest Service, Southern Research Station. 27 p. (22)

*The publisher's location is a domestic city that stands alone and the name is shown as **Southern Research Station** on the cover of the publication.*

Jackson, G.H.; Henley, J.W.; Jackson, W.L. 1963. Log diagramming guide for western softwoods. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Forest and Range Experiment Station. 21 p. (23)

*The publication is in an unnumbered series. The publisher's name is shown as **Pacific Northwest Forest and Range Experiment Station** on the cover of the publication.*

Levitan, J.S. 1969. Lumber and veneer recovery from Douglas fir trees in California. San Francisco: U.S. Department of Agriculture, Forest Service, Pacific Southwest Region. 56 p. (24)

*Names of regional offices should be given rather than numbers (R-5). If the cover of the publication shows only the number, however, use the number in the citation but supply the name in brackets: . . . **Forest Service, R-5 [Pacific Southwest Region]**.*



When a publication is revised and reissued, identify the revision or edition number after the title. You may abbreviate the words *revised* and *edition*. The following three examples illustrate different styles used in publications to indicate revised status.

Martignoni, M.E.; Iwai, P.J. 1977. A catalog of viral diseases of insects and mites. 2<sup>d</sup> ed. Gen. Tech. Rep. PNW 40. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Forest and Range Experiment Station. 28 p. (25)

Martignoni, M.E.; Iwai, P.J. 1986. A catalog of viral diseases of insects, mites, and ticks. 4<sup>th</sup> ed., rev. Gen. Tech. Rep. PNW 195. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Research Station. 50 p. (26)

U.S. Department of Agriculture, Forest Service, Pacific Northwest Research Station. 1987. FIR program: reforestation research and application in southwestern Oregon [Brochure]. Revised. Portland, OR. [Not paged]. In cooperation with: Oregon State University. (27)

*The publisher is named as author; therefore, the publisher's name is not repeated as the publisher. The document cited is a brochure, is not paged, and the cooperating agency is named.*

#### **Series of Another Government Agency, University, or Organization**

The series must also meet the ANSI definition of a monograph.

Ursic, S.J. 1979. Sediment contributions from southern forest management practices. In: Pollution control in the forest products industry. Semin. Publ. 625/3 79 010. Cincinnati, OH: U.S. Environmental Protection Agency, Office of Technology Transfer: 53-55. (28)

*Reference shows an article within a larger work.*

#### **Brochure and Leaflet**

The physical format of a brochure or leaflet is different from that of a technical publication. Usually a brochure or leaflet is a foldout with unnumbered pages and, when folded, may be larger or smaller than standard. A brochure is roughly the standard 8 1/2 by 11 inches, and a leaflet is smaller (usually narrower) than standard. Because the physical format of such publications is different, a medium designator is given in brackets at the end of the title.

U.S. Department of Agriculture, Forest Service, Pacific Northwest Research Station. 1987. FIR program: reforestation research and application in southwestern Oregon [Brochure]. Revised. Portland, OR. [Not paged]. In cooperation with: Oregon State University. (29)

*The organization named as author is not repeated as the publisher. The word **revised** indicates an earlier version was published. The cooperating organization is named.*

Holsten, E.H.; Werner, R.A. [1987]. Engriaver beetles in Alaska forests [Leaflet]. (30)  
[Portland, OR]: U.S. Department of Agriculture, Forest Service, Pacific Northwest Research Station. [Not paged].

*The publication date does not appear on the leaflet. The writer knows the date, however, and supplies it in brackets. The publisher's location is not given on the leaflet, is supplied in brackets.*

## Journal or Periodical Article

Spell out names of journals and put a period after the name. Show the title of the article as given on the publication.

- Gavin, D.G.; Peart, D.R. 1993. Effect of beech bark disease on the growth of American beech (*Fagus granifolia*). Canadian Journal of Forest Research. 23: 1566-1575. (31)

*The title of the journal article includes a scientific name, that is italicized.*

- Adams, L. 1947. Food habits of three common Oregon birds in relationship to reforestation. Journal of Wildlife Management. 11(3): 281-282. (32)

*For journals that have issue numbers, show the number in parentheses.*

- Conner [Connor], R.N. 1979. Minimum standards and forest wildlife management. Wildlife Society Bulletin. 7: 293-296. (33)

*The author's name is misspelled on the publication. The corrected name cannot be shown first because the name given on the publication will be the one used in library records and bibliographic databases. The journal uses only a volume number.*

Some journals do not use either volume or issue numbers. The month of the issue must then be substituted.

- Bergstrom, D. 1981. Understanding the habitat needs of anadromous salmonids. Forestry Research West. March: 1-6. (34)

- Harding, J.S.; Benfield, E.F.; Bolstad, P.V. [and others]. 1998. Stream biodiversity: the ghost of land use past. Proceedings of the National Academy of Sciences of the United States of America. 95: 14,843-14,847. (35)

*A comma is used in the page number sequence when there are more than four digits.*

When citing an article in a journal that is not widely known, including the publisher's name is helpful. Copies of the journal show the publisher as the U.S. Department of Agriculture, Forest Service. If the writer knows that Rocky Mountain Station is the Forest Service unit publishing the journal, the citation reads:

- Bergstrom, D. 1981. Understanding the habitat needs of anadromous salmonids. Forestry Research West. Fort Collins, CO: U.S. Department of Agriculture, Forest Service, [Rocky Mountain Forest and Range Experiment Station]; March: 1-6. (36)

*The comma appears after **Forest Service** because normal ANSI punctuation is followed when information is supplied. A semicolon appears after the publisher's name.*

If a journal uses only an annual volume number, the date of issue also might be needed for clarity as in the following example, which also shows the publisher and supplied page numbers for the article.

- Leckenby, D.A. 1980. Oregon elk habitat study. Pixel facts. Moffett Field, CA: National Aeronautics and Space Administration, Ames Research Center; April; 24: [2-4]. (37)

### **Publisher of Journal Shown**

The publisher of a journal article usually is not shown; if the journal is not widely known, however, naming the publisher might be helpful to the reader. If given, the publisher's location and name precede the volume and issue numbers.

Harrington, C.A.; McElroy, J.P.; DeBell, D.S. 1981. Red alder. Western wildlands. Missoula, MT: Montana Forestry and Conservation Experiment Station, University of Montana; 7(1): 19-21. (38)

Renkin, B.A. 1979. Ethics and publication: the journal as mentor. CBE views. Washington, DC: Council of Biology Editors; 2(4): 2-7. (39)

### **Article in Monograph Published as Supplement to Journal Issue**

Forsman, E.D.; Meslow, E.C.; Wight, H.M. 1984. Distribution and biology of the spotted owl in Oregon. Wildl. Monogr. 87. Washington, DC: The Wildlife Society. 64 p. Supplement to Journal of Wildlife Management. 48(2): 1984 April. (40)

*The monograph name is abbreviated; journal name and volume and issue numbers are also cited, followed by the year and month.*

### **Article in Proceedings Published in Journal**

Bull, E.L. 1981. Indirect estimates of abundance of birds. Estimating numbers of terrestrial birds: Proceedings, international symposium. In: Studies in avian biology. Cooper Ornithological Society. 6: 76-80. (41)

*The proceedings has a title; the publisher of the journal is shown.*

### **Legal Document**

The style for citing legal documents is based on convention of the legal profession, the U.S. Code, and ANSI. If you must cite a document not included here, use these references as a guide and do the best you can.

Forest and Rangeland Renewable Resources Planning Act. Act of Aug. 17, 1974. 88 Stat. 476, as amended; 16 U.S.C. 1600-1614. (42)

U.S. Laws, Statutes, etc.; Public Law 9 2743. Federal Land Policy and Management Act of 1976. Act of Oct. 21, 1976. 43 U.S.C. 1701 (note). (43)

U.S. Laws, Statutes, etc.; Public Law 91 190. [S. 1075], National Environmental Policy Act of 1969. Act of Jan. 1, 1970. [An act to establish a national policy for the environment, to provide for the establishment of a Council of Environmental Quality, and for other purposes.] In its: United States statutes at large, 1969. 42 U.S.C. sec. 4231, et seq. (1970). Washington, DC: U.S. Government Printing Office: 852-856. Vol. 83. (44)

U.S. Laws, Statutes, etc.; Public Law 94 588. National Forest Management Act of 1976. Act of Oct. 22, 1976. 16 U.S.C. 1600 (1976). (45)

## Proceedings

Citations for proceedings or articles in proceedings include the number of the meeting, for example, **11th spring symposium of the Florida section of the Society of American Foresters; 1979 Mississippi water resources conference**. For lack of a better name, this information is called the proceedings identifier. The precise form the identifier takes depends on whether the proceedings has a formal title, what information appears on the publication, and how the information is shown. The name of the meeting sometimes appears on the cover or title page as the title of the proceedings or just as information for the reader. Often, however, the information appears in small print elsewhere in the document. Because the identifier is not part of the formal title, Roman numerals and ordinals are converted to Arabic. The following examples illustrate forms the identifier may take and the correct punctuation and capitalization.

- Dendy, F.E.; Ursic, S.J.; Bowie, A.J. 1979. Sediment sources and yields from upland watersheds in north Mississippi. In: Proceedings of the 1979 Mississippi water resources conference. Jackson, MS: Mississippi State College Press: 49-54. (46)

*The article is in a proceedings without a title.*

- Ursic, S.J. 1979. Forestry practices and the water resource of the upper Coastal Plain. In: Florida's water resources—implications for forest management: 11<sup>th</sup> spring symposium of the Florida section of the Society of American Foresters. Gainesville, FL: University of Florida Press: 83-91. (47)

*The article is in a proceedings with a title.*

- Brooks, D.J. 1987. Issues in trade modeling: aggregation of products. In: Cardellichio, P.A.; Adams, D.M.; Haynes, R.W., eds. Forest sector and trade models: theory and applications: Proceedings of an international symposium. Seattle: Center for International Trade in Forest Products, University of Washington, College of Forest Resources: 111-120. (48)

*The formal titles of both the article and the proceedings contain a colon; the first word after that colon is not capitalized unless it is a proper noun. The proceedings identifier, as the subtitle, does begin with a capital letter. Identity of the publisher and the organization levels responsible for the publication is written in the sequence shown on the publication.*

- Martin, R.E.; Robinson, D.D.; Schaeffer, W.H. 1976. Fire in the Pacific Northwest—perspectives and problems. In: Proceedings, 15<sup>th</sup> annual Tall Timbers fire ecology conference. Tallahassee, FL: Tall Timbers Research Station; 15: 1-23. (49)

*The article is in a proceedings that shows an annual issue number on the cover.*

- MacLean, C.D. 1981. Walk through inventory: a short cut substitute for remeasuring slow growing inventory plots. In: Arid land resource inventories: developing cost-efficient methods: Proceedings of an international workshop. Gen. Tech. Rep. WO 28. Washington, DC: U.S. Department of Agriculture, Forest Service: 389-393. (50)

*The proceedings has a title and is in a numbered series.*

- Gutiérrez, R.J.; Carey, A.B., tech. eds. 1985. Ecology and management of the spotted owl in the Pacific Northwest: Proceedings of a symposium. Gen. Tech. Rep. PNW 185. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Forest and Range Experiment Station. 119 p. (51)

*Cites the proceedings, not an article in it. The proceedings identifier, which follows the colon, is not part of the formal title of the proceedings. The diacritical mark has been retained in name of the senior technical editor.*

## Report

Bryant, M.D. 1968. Transplanting pecan trees. Las Cruces, NM: New Mexico State University Cooperative Extension Service; Plant Sci. Guide 400 H 603. 2 p. (52)

*Cites a work that is a report rather than a monograph. (A report usually is a less formal document than a monograph. It generally is neither typeset nor produced commercially; that is, it's photocopied.) The report number is given after the name of the originating organization; for a monograph, it is given after the title. Other bibliographic elements remain in their normal sequence.*

Annear, T.C.; Conder, A.L. 1983. Evaluation of instream flow methods for use in Wyoming. Cheyenne, WY: U.S. Department of the Interior; completion report; contract YA 512 CT9 226. 248 p. (53)

***Completion report** is the only report identifier shown on the document; the contract number given on the report is included to help identify it. The originating agency is named as the publisher. The contracting organization is not indicated on the report.*

Agee, J.K.; Pickford, S.G.; Kertis, J. [and others]. 1985. Vegetation and fuel mapping of North Cascades National Park Service complex. [Place of publication unknown]: [Publisher unknown]; final report; NPS contract CS 9000 3 E029. 111 p. Available from: National Park Service Cooperative Park Studies Unit, College of Forest Resources, University of Washington, Seattle, WA. (54)

***Final report** is the only report identifier shown on the document; the contract number given on the report is included to help identify it. The document does not indicate the organization originating the report so a statement on availability is given to help the reader locate the report; the contracting organization, named on the report, is given as that source. The report was written by more than three authors.*

Mercer, D.E.; Pye, J.M.; Prestemon, J.P. [and others]. 2000. Economic effects of catastrophic wildfires: assessing the effectiveness of fuel reduction programs for reducing the economic impacts of catastrophic forest fire events. 68 p. Final report. [Topic 8 of the research grant "Ecological and economic consequences of the 1998 Florida fires," funded by the Joint Fire Science Program]. <http://www.rtp.srs.fs.fed.us/econ/pubs/misc/fl-fire-report2000-lores.pdf>. [Date accessed: February 15, 2001]. (55)

*This document is also posted on the Web.*

## Thesis and Dissertation

Schulz, M.G. 1980. The quantification of soil mass movements and their relationship to bedrock geology in the Bull Run watershed, Multnomah and Clackamas Counties, Oregon. Corvallis, OR: Oregon State University. 170 p. M.S. thesis. (56)

Sampson, D. 1980. End joint tensile strength of 3/4 inch Douglas fir laminated veneer (LVL). Seattle: University of Washington. 88 p. Ph.D. dissertation. (57)

## Abstract

Abstracts are considered unpublished works. If you must cite an abstract, indicate the work is not a full-length paper by identifying its physical format in brackets at the end of the title.

Harrington, C.A.; Deal, R.L. 1981. Sitka alder and Douglas fir mixtures look promising (58) [Abstract]. In: Northwest science program and abstracts: 54<sup>th</sup> annual meeting of the Northwest Scientific Association. [Pullman, WA]: Northwest Scientific Association: 41.

*The publisher's location was not given on the original; the information is supplied within brackets.*

## Available from NTIS

McKillop, W. (Department of Forestry and Resource Management, University of California, Berkeley, CA); Adams, D.; Haynes, R.; Geissler, P. [N.d.]. Social, economic and environmental effects of rising timber prices. 59 p. Available from: National Technical Information Service, 5285 Port Royal Road, Springfield, VA 22161; \$11.50; PB 83 105 387. Written in 1980. (59)

*This report was not published but was made available to users through NTIS. Without a publisher's name, however, the work cannot be attributed to an organization; to help identify the origin of the work, the affiliation of the senior author is shown. Because a publication date does not exist on the document, a statement, **Written in 1980**, is added to the reference as a supplemental note.*

## Collaboration Shown

A collaborator is different from a coauthor. Rather than participating in writing the work, the collaborator might relate a story or experience to another individual who writes it. Collaboration is usually shown on the publication by a named author with the collaborator.

Wakefield, P.A.; with Carrara, L. 1987. A moose for Jessica. New York: E.P. Dutton. (60) [Not paged].

## Cooperation Shown

When cooperators are named, their role is shown in a supplemental note at the end of the citation. Include a cooperator's location when necessary to distinguish between geographically separate locations of the organization. For example: **U.S. Department of the Interior, Bureau of Land Management** could imply the Washington, DC, headquarters of the Agency. If the document indicates BLM in Reno, the location is necessary information for the reader: **U.S. Department of the Interior, Bureau of Land Management, Reno NV**. If the list of cooperators is lengthy—more than three names—do not include them in the citation.

Thomas, J.W., tech. ed. 1979. Wildlife habitats in forests: the Blue Mountains (61) of Oregon and Washington. Agric. Handb. 553. Washington, DC: U.S. Department of Agriculture. 512 p. In cooperation with: The Wildlife Management Institute; U.S. U.S. Department of the Interior, Bureau of Land Management.

*The technical editor is named as author. Where a change of type size on the cover and title page is used to distinguish between portions of the formal title, a colon is used in the keyboarded citation. A semicolon separates names of the two cooperators because the name of one contains a comma.*

## Copyright Date Used as Publication Date

G. & C. Merriam Company. ©1951. Webster's dictionary of synonyms. Springfield, MA: G. & C. Merriam Co. 907 p. (62)

*The publication date is not shown on the original. Using the copyright date is preferred over the notation [N.d.]—meaning **no date**—when publication date is not indicated.*

## Corporate Author

- U.S. Department of the Interior, Bureau of Land Management. 1964. Water developments: range improvements in Nevada for wildlife, livestock, and human use. Reno, NV: U.S. Department of the Interior, Bureau of Land Management. 37 p. (63)

When the author and publisher are the same, the name is supposed to be repeated in the bibliographic element stating the publisher's name. When such repetition creates a wordy citation—especially when a U.S. Government Agency is author and publisher—the second appearance of the name may be omitted.

- U.S. Department of Agriculture, Forest Service. 1988. The South's fourth forest: alternatives for the future. For. Resour. Rep. 24. Washington, DC. 512 p. (64)

## In Press

Only manuscripts accepted for publication can be classed as *in press*. The notation appears in the same position as the publication date. A manuscript not yet accepted for publication cannot be cited as *in press*. Such a manuscript is *in preparation* and is referenced in a footnote or endnote to the text.

- Porter, P.E.; Meehan, R. [In press]. Seasonal composition of vertebrates in several Oregon streams. Res. Pap. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Research Station. (65)

*The work has been approved by the Project Leader and the Communications Program Manager and has, therefore, been accepted for publication in an SRS series. In the text, the reference is (Porter and Meehan, in press).*

- Hard, J. [In press]. Comparative success of spruce beetle attacks in pruned and unpruned boles of Lutz spruce. Forest Ecology and Management. (66)

*The paper has been accepted for publication by the journal but is not yet published. Merely sending a paper to a journal does not constitute acceptance.*

- Ryan, M.G.; Hunt, E.R., Jr.; Agren, G.I. [and others]. [In press (a)]. Comparing models of ecosystem function for temperate conifer forests, I. Journal of Forestry. (67)

- Ryan, M.G.; Hunt, E.R., Jr.; Agren, G.I. [and others]. [In press (b)]. Comparing models of ecosystem function for temperate conifer forests, II. Journal of Forestry. (68)

*These articles have been accepted for publication by the journal. Lowercased letters are included with *in press* to indicate alphabetical order.*

## Map

- Oregon [Topographic]. 1966. Washington, DC: U.S. Geological Survey. 1: 500,000; Lambert conformal conic projection; colored. (69)

- World [Political]. 1957 March. Washington, DC: National Geographic Society. 1: 39,283,200; Van der Grinten projection; 41 x 29 in.; colored. Prepared for the National Geographic Magazine. (70)

- Potential natural vegetation of the conterminous United States [Vegetation]. A.W. Kuchler, cartog. 1964. New York: American Geographical Society. 1: 3,168,000; colored. (71)

- Wyoming general soil map [Soil]. J.F. Young, P.C. Singleton, cartogs. 1977. [Place of publication unknown]: University of Wyoming, Agriculture Experiment Station. [Scale unknown]; [Projection unknown]. 40 p. [Explanatory manual]. (72)



## Missing Information

When required information is missing, identify the missing element in brackets and retain normal punctuation, which goes outside the closing bracket.

- Reutebuch, S.E., Jr.; Murphy, G.E. 1985. Using a computer aided planning package to assess the impact of environmental restrictions on harvesting systems. In: Forest operations in politically and environmentally sensitive areas: Proceedings, 8th annual meeting, council on forest engineering. [Place of publication unknown]: [Publisher unknown]: 16-25. (73)

*Two pieces of information are missing. Each piece goes in its own set of brackets with normal punctuation following each piece.*

- Holsten, E.H.; Wemer, R.A. [1987]. Engraver beetles in Alaska forests [Leaflet]. [Portland, OR]: U.S. Department of Agriculture Forest Service, Pacific Northwest Research Station. [Not paged]. (74)

*The publication date does not appear on the leaflet. The writer knows the date, however, and supplies it in brackets. The publisher's location is not given on the leaflet and also is supplied in brackets. The information [Leaflet] supplied at the end of the title indicates a physical format different from the standard; it does not indicate missing information.*

- Anon. [N.d.]. Summary of research activities at Trout Creek Division, Wind River Experimental Forest. [Place of publication unknown]: [Publisher unknown]. 6 p. On file with: Biomass and Energy Research Unit, Pacific Northwest Research Station, P.O. Box 3890, Portland, OR 97208-3890. (75)

*Because so much information is missing from the reference, a supplemental note was added to help readers locate a copy of the document.*

## More Than Three Authors

When a publication has three authors, all authors are named ***in the list of citations (but not in the text citation)***. [Please note: In the text citation (i.e., in the body of the text), for publications by **three or more** authors, the lead author is named, followed by "and others" and the date of publication (e.g., Vose and others 2009)].

For a publication by four authors, all four are named ***in the list of citations (but not in the text citation)*** because it makes no sense to drop the fourth name only to add the notation [*and others*]. In the list of citations, for a publication by more than four authors, names after the third author are replaced with the notation [*and others*].

- Yoakum, J.; Dasmann, W.P.; Sanderson, H. [and others]. 1980. Habitat improvement techniques. In: Schemnitz, S.D., ed. Wildlife management techniques manual. Washington, DC: The Wildlife Society: 329-403. (76)

*More than four authors are shown on the publication.*

- Beschta, R.L.; O'Leary, S.J.; Edwards, R.E.; Knoop, K.D. 1981. Sediment and organic matter transport in Oregon Coast Range streams. WRRRI 70. Corvallis, OR: Oregon State University, Water Resources Institute. 67 p. (77)

*The fourth author is named.*

When an author's initials precede the notation [and others], do not punctuate before the notation.

- Nichols, J.D.; Conroy, M.J. 1996. Estimation of species richness. In: Wilson, D.E.; Cole, F.R.; Nichols, J.D. [and others], eds. Measuring and monitoring biological diversity: standard methods for mammals. Washington, DC: Smithsonian Institution Press: 226-234. (78)

*The article is in a publication with more than three editors.*



- Franklin, J.F.; Spies, T.; Perry, D. [and others]. [In press]. Modifying Douglas-fir management regimes for nontimber objectives. In: Douglas fir: stand management for the future: Proceedings of the symposium. Seattle: University of Washington. (79)

*The article has been accepted for publication in the proceedings.*

#### **Newspaper Article**

- Glen Cove [NY] Record Pilot. 1974. Nassau Trust to open branches. July 18: 3 (col. 2). (80)

*[NY] is added for clarity.*

- The Oregonian. 1981. Crews contain blazes; lightning ignites more. August 20; Sect. B: 5 (col. 1). (81)

*This is an article without a byline. Cite as **The Oregonian 1981** in the text and Literature Cited, but alphabetize under **O**.*

- Burnham, D. 1977. 1 in 4 Americans exposed to hazards on job, study says. The New York Times. October 3: 1 (col. 2), 22 (col. 1). Washington, DC, Oct. 2. (82)

*This is an article with a byline and dateline. The article is not on successive pages. Note: Titles of technical publications should not begin with a numeral, but when citing an item that does, give the title as published.*

#### **Magazine Article**

- Harper, R.M. 1923. Development of agriculture in Georgia from 1850-1920: a series of four articles. Georgia Historical Quarterly. 6(1): 3-27; 6(2): 97-121; 6(3): 211-232; 6(4): 323-354. (83)

*This article is published in a magazine in four different issues.*

#### **Part of a Series**

- Martin, S.B.; Platts, W.S. 1981. Effects of mining. Gen. Tech. Rep. PNW 119. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Forest and Range Experiment Station. 15 p. (Meehan, W.R., tech. ed.; Influence of forest and rangeland management on anadromous fish habitat in Western North America; pt. 8). (84)

*The series the publication appears in is shown in parentheses at the end of the citation. Semicolons separate bibliographic groups in the series statement.*

#### **Part of a Work (Work Unit Fraction)**

- Thompson, R.P.; Jones, J.G. 1981. Classifying nonindustrial private forestland by tract size. Journal of Forestry. 79(5): 288-291 (p. 290, table 2). (85)

*The article appears on pages 288 through 291 of the journal, but table 2 on page 290 is the part being cited.*

- Bryant, M.D. 1981. Evaluation of a small diameter baffled culvert for passing juvenile salmonids. Res. Note PNW 384. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Forest and Range Experiment Station (p. 3, fig. 2). 8 p. (86)

*This publication does not appear within another; therefore, the total number of pages must be shown (8 p.). The work-unit fraction being cited (fig. 2 on page 3) must then be given before the total number of pages.*

- Howes, S.; Hazard, J.; Geist, J.M. 1981. [Untitled]. In: Guidelines for sampling soil resource conditions. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Region; R6 WM 066 1981 (p. 1 15). 20 p. (87)

*Cites a report, not a monograph. The authors wrote a portion of the work being cited. Their section, which is untitled, is not a chapter or a unit that could be cited by itself, so the number of pages in the entire publication must be given. The authors' portion being cited is shown in parentheses.*

## Patent

- Harred, J.F.; Knight, A.R.; McIntyre, J.S., inventors; Dow Chemical Co., assignee. 1972. Epoxidation process. U.S. patent 3,654,317. April 4. 2 p. Int. Classif. C07D 1/08. (88)

- Titcomb, S.T.; Juers, A.A., inventors; International Telephone and Telegraph Corp., assignee. 1974. Reduced calorie bread and method of making same. U.S. patent 3,979,523. Sept. 7. 4 p. Int. Classif. A20D 2/00. (89)

## Publisher with Two or More Locations

- Burges, A.; Raw, F., eds. 1967. Soil biology. London; New York: Academic Press. 532 p. (90)

*The title page of the book shows two locations for the publisher. Because the U.S. city was shown second, both cities are included in the citation. For cities not well known, include the States. Multiple locations are separated by semicolons.*

- Guyer, M.F.; Lane, C.E. 1964. Animal biology. 5<sup>th</sup> ed. New York: Harper & Row. 789 p. (91)

*The title page of the book names three locations for the publisher: **New York, Evanston, and London**. Because the first shown is a U.S. city, the other locations do not have to be included in the reference.*

- Kilpatrick, W.C.; Henry, C., Jr.; Ragus, J. [and others]. 1985. Soil survey in Grant Parish, Louisiana. New Orleans: U.S. Department of Agriculture, Soil Conservation Service and Forest Service; and Louisiana State University Agricultural Experiment Station. 143 p. + 20 maps. (92)

*The publication was published in a domestic city that stands alone and all the publishers are located in the same city. This publication has 143 pages and 20 maps.*

## Recurring Publication

To cite many issues of a recurring publication, give the range of years; indicate in a supplemental note the frequency of publication.

- State of California, Division of Forestry. 1973 86. Brushland range improvement. Sacramento. Annual. (93)

- Library of Congress. 1984 85. National union catalog. Washington, DC. Monthly. (94)

*Each citation implies that all or most issues published in the years given were used as reference.*

## Roman Numerals and Ordinals

Roman numerals (*I, II, IX*) and ordinals (*first, second, third*) should be converted to Arabic numbers (*1, 2, 9; 1st, 2d, 3d*), except in titles and where required for specific meaning.

- Kline, R.F. 1961. Economic logging sale layout. In: Pacific logging congress loggers handbook. Portland, OR: Pacific Logging Congress: 29-31, 115-125. Vol. 21. (95)

*Vol. 21 appears as Volume XXI on the original document.*

- Thomas, J.W. 1986. Wildlife habitat modeling cheers, fears, and introspection. In: Verner, J.; Morrison, M.L.; Ralph, C.J., eds. Wildlife 2000: modeling habitat relationships of terrestrial vertebrates. Madison, WI: The University of Wisconsin Press: xix-xxv. (96)

*The work cited precedes the numbered pages in the document. The Roman numerals used as page numbers must be retained in this case to indicate proper location of the work within the document.*

- Geist, J.M.; Edgerton, P.J. 1984. Fourwing saltbush establishment in the Keating uniform shrub garden first year results. Res. Note PNW 416. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Forest and Range Experiment Station. 8 p. (97)

*The ordinal first is retained rather than being changed to 1<sup>st</sup> because it appears in the title.*

## Sponsorship Shown

Organizations sponsoring a meeting or workshop are sometimes named on the cover or title page of published proceedings. Their role should be indicated after the pages cited but before any cooperators are named. Include the sponsor's location when necessary to distinguish among geographically separate locations of an organization. Add appropriate punctuation to separate different sponsors. If more than three sponsors are listed, do not include them in the citation.

- Spanner, M.A.; Teuber, K.; Acevedo, W. [and others]. 1984. Remote sensing of the leaf area index of temperate coniferous forests. In: Machine processing remotely sensed data: Proceedings of a symposium. West Lafayette, IN: Purdue University: 362-370. Sponsored by: Landsat Application and Remote Sensing. (98)

*Cites a publication by more than three authors.*

- Murray, M., ed. 1986. The yield advantages of artificial regeneration at high latitudes: Proceedings of the 6<sup>th</sup> international workshop on forest regeneration. Gen. Tech. Rep. PNW 194. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Research Station. 60 p. Sponsored by: School of Agriculture and Land Resources Management, University of Alaska-Fairbanks; Canadian Forestry Service, Ottawa, ON. In cooperation with: School of Agriculture and Land Resources Management, University of Alaska Fairbanks. (99)

*The editor of the proceedings is named as author. A proceedings is being cited rather than an article within; the proceedings identifier is not part of the formal title of the proceedings. The ordinal 6<sup>th</sup> appears as sixth on the publication. Sponsors and cooperators are named. University of Alaska-Fairbanks is punctuated as shown on the publication. A semicolon separates the two sponsors because a comma was used in the name of one.*

## Subordinate Title

A subordinate title is a term or phrase after the formal title that completes or qualifies the title. A proceedings identifier is a subordinate title. The subordinate title is separated from the main title by a colon. The first letter of a subordinate title is capitalized (*Transactions* in the Hoekstra reference, and *Proceedings* in the Hall reference below):

- Hoekstra, T.W.; Thomas, J.W.; Lennartz, M.R.; Worley, D.P. 1981. Managing of Federal lands for production and use of wildlife and fish. In: Sabol, K., ed. Resource management for the eighties: Transactions, 46<sup>th</sup> North American wildlife and natural resources conference. Washington, DC: Wildlife Management Institute: 336-344. (100)
- Hall, J.D.; Campbell, H.J. 1968. The effects of logging on the habitat of coho salmon and cutthroat trout in coastal streams. In: Logging and salmon: Proceedings of a forum. Juneau, AK: The American Institute of Fisheries Research Biologists, Alaska District: 5-37. (101)

The portion of the formal title following a colon is not a subordinate title. The first word after the colon, therefore, is not capitalized (*tests* in the following example) unless it is a proper name:

- Darr, D.R. 1981. Interactions between domestic and export markets for softwood lumber and plywood: tests of six hypotheses. Res. Pap. PNW 293. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Forest and Range Experiment Station. 22 p. (102)

## Title Reflects More Than One Part

Parts are identified according to the publisher's style. They may be numbered (as in the following example), lettered (*Part A*), or identified in other ways. Punctuate between the main title and title of the part.

- Sartwell, C.; Daterman, G.E.; Sower, L.L. [and others]. 1980. Mating disruption with synthetic sex attractants controls damage by *Eucosma sonomana* (Lepidoptera: Tortricidae, Olethreutinae) in *Pinus ponderosa* plantations. 1: Manually applied polyvinyl chloride formulation. Canadian Entomologist. 112: 159-162. (103)

## Translated Title

Follow the capitalization rules of the language. Include all diacritical marks; omitting such marks is equivalent to misspelling. If the publication gives the title in more than one language, separate the title in the original language from the parallel title by an equal sign.

- Ruetz, W.F. 1981. Die Pazifische Edefanne nobilis eine Baumart für höhere Lagen? =The Pacific noble fir, a species plantable at higher elevations? Allgemeine Forstzeitschrift. 22: 549-551. (104)

When the title appears only in the original language, you may supply a translated title immediately after the original. Separate the original from the translated title by a colon. Normally, information being supplied is enclosed in brackets; a translated title, however, does not require brackets.

- Dietrichson, J. 1967. Klimaskader, vekstrytme og høydeutvikling: Climate damage, growth rhythm and height development. Meddelelser frå det Norske Skogforsøeksvesen. 21: 144-158. (105)

## Transliterated Title

When bibliographic data on the original document are given in a non-Roman alphabet, transliterate the title to the Roman alphabet (you need not enclose the transliterated title in brackets). Indicate the language of the document in a supplemental note.

- Ogawa, M. 1977. Role of ecology of mushroom types in forest soil. 1: Ecological research methods and their problems. Soil Microbiology. 19: 39-50. In Japanese. (106)

*The reference also shows a title with more than one part.*

## Two or More Publishers

Separate multiple publishers with a semicolon. If the publishers are in the same city, separate the publishers' names with a semicolon but do not repeat the city.

- Allen, D.L., ed. 1956. Pheasants in North America. Harrisburg, PA: Stackpole Co.; Washington, DC: Wildlife Management Institute. 71 p. (107)

## CD-ROM, Diskette, and Magnetic Tape

- U.S. Department of Commerce, Bureau of the Census. 1992. Census of population and housing, 1990 [CD-ROM]. Summary tape file 3. Washington, DC: U.S Department of Commerce, Bureau of the Census. (108)

## Online Journal

- Pastor, J.; Light, S.; Sovell, L. 1998. Sustainability and resilience in boreal regions: sources and consequences of variability. *Conservation Ecology*. 2(1): 16. <http://www.consecol.org/Journal/vol2/iss2/art16>. [Date accessed: July 24, 2000]. (109)

*The date the author first accesses the Web site is listed in the reference. If the year is the same as the publication year, you do not need to repeat it.*

## Proceedings on CD-ROM

- Keep America Growing. [N.d.]. Keep America growing: Conference proceedings [CD-ROM]. [Place of publication unknown]. Additional information at: <http://www.nhq.nrcs.usda.gov/CCS/KAGnrcs.html>. [Date accessed: May 13, 2000]. (110)

## Published on CD-ROM and Online

- Hargrove, W.H.; Luxmoore, R.J. 1998. A new high-resolution national map of vegetation ecoregions produced empirically using multivariate spatial clustering [CD-ROM]. Redlands, CA: Environmental Systems Research Institute, Inc. [Number of pages unknown]. [http://www.esri.com/library/userconf/proc\\_98/PROCEED/TO350/PAP333/P333.HTM](http://www.esri.com/library/userconf/proc_98/PROCEED/TO350/PAP333/P333.HTM) [Date accessed: February 11, 2001]. (111)

## Published Both on Paper and Online

- Edson, J.L.; Everett, R.L.; Wenny, D.L.; Henderson, D.M. 1998. Shoot culture of *Astragalus*: toward conserving a threatened genus. In: Botanic gardens micropropagation news. [Location of publisher unknown]: Royal Botanic Gardens, Kew. 2(3): 34–36. <http://www.rbgekew.org.uk/science/micropropagation/bgmnews.html>. [Date accessed unknown]. (112)

- Raettig, T.L. 1999. Trends in key economic and social indicators for Pacific Northwest States and counties. Gen. Tech. Rep. PNW-GTR-474. Portland, OR: U.S. Department of Agriculture, Forest Service, Pacific Northwest Research Station. 30 p. [http://www.fs.fed.us/pnw/pubs/gtr\\_474.pdf](http://www.fs.fed.us/pnw/pubs/gtr_474.pdf). [Date accessed: June 16]. (113)

- Hamel, P.B.; Brunswig, N.L.; Dawson, M.R.; Staten, M. 1999. Lying in wait for partners in flight: some experiences monitoring birds in southeastern bottomlands. In: Strategies for bird conservation: the partners in flight planning process. Ithaca, NY: Cornell University Lab of Ornithology. 11 p. <http://www.ornith.cornell.edu/pifcapemay/hamel.htm> and <http://www.ornith.cornell.edu/pifcapemay/twedt.htm> [Date accessed: July 10, 2001]. (114)

*This publication is located on two Web sites.*

## Online Publication

- Prasad, A.M.; Iverson, L.R. 2000. A climate change atlas for 80 forest tree species of Eastern United States. <http://www.fs.fed.us/ne/delaware/atlas/>. [Date accessed: October 8, 2002]. (115)

U.S. Environmental Protection Agency. 1998. Interim air quality policy on wildland and prescribed fires. 43 p. <http://www.epa.gov/ttn/oarpg/tl/memoranda/firefnl.pdf>. [Date accessed: February 15, 2002]. (116)

#### **Software Program, Commercial**

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