General Tips for Citing

1) Figure out exactly what you are looking at – just because it comes from a website, doesn’t make it a website. Ebooks, government reports and scholarly article can all look like websites at first glance.

2) Be as detailed as possible – you are giving credit where due and helping your reader get to helpful sources.

3) Save time for your group to proofread your whole report, including the citations! Check that the numbering and format are consistent throughout.

4) You can use the citation help in Google Scholar and databases, but ALWAYS double check it for accuracy.

5) Ask for help if you aren’t sure – contact one of your librarians, Brianna Buljung (bbuljung@mines.edu) or Emily Bongiovanni (emilybongiovanni@mines.edu) for help identifying sources and contact the Writing Center for help with everything from brainstorming and organization to grammar, citation and technical writing.

6) Below are some examples of common types of sources, see the IEEE citation style manual for more details: https://ieeearuthorcenter.ieee.org/create-your-ieee-article/create-the-text-of-your-article/ieee-editorial-style-manual-2017/

Examples in IEEE Style

**Book**


Tips:
- Cite eBooks and books you find in Google Books as a book.
- If you are just looking at a single chapter, site it as part of the whole book (see basic above).

**Periodical (scholarly journal articles and magazines)**


Tips:
- If you get a source from a library database or Google Scholar, chances are it is a periodical.
- Include the article’s Digital Object Identifier (DOI) or URL at the end of your citation.
Conference papers


Tips:
- You’ll find conference papers in Google Scholar and the databases too
- Typically, a specific location on the paper, such as San Diego, CA, or the term proceedings are a giveaway that you are looking at a conference paper

Reports


Tips:
- Reports can come from government entities, companies and non-profits (such as the UN)
- ALWAYS include the report number (such as TR-0200) this is very helpful information for your reader

Patents


Tips:
- ALWAYS include the patent number, so your reader is sure to find the correct patent
- If available, include a link for the patent at the end of your citation

Unpublished (Subject matter experts, stakeholder interviews, course materials)


Tip: Give your professor as much information as possible so they know who you talked to

Websites


Tips:
- Check to make sure your item isn’t one of the other types before assuming it’s a website
- Always include a link and the company or site name (Apple, U.S. Climate Data, Dept. of Energy, etc.)