

THE REFERENCE INSTRUMENTS IN SCIENTIFIC PAPERS

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Abstract

The article mainly refers at the reference instruments as bibliographic elements which are being used in the elaboration of the scientific papers. The aim of the study is to establish the parts and the corresponding format for a good bibliographic use of the documentary sources used in the scientific activity. Are highlighted the differences: citation /bibliographic description for reference, reference list / bibliography and the role of the ISO 690 as a flexible standard which does not impose a fixed style but basic recommendations in the bibliographic structure of used sources, resulting in a variety of international editorial styles. The major conclusion of the study is that there is the possibility of adapting the international standard requirements to a personal style of using the reference instruments.

Keywords: Reference instruments, Citation, Bibliographic description, Reference list, Bibliography, ISO 690, Editorial styles.

1. Argument

The scientific papers need references, which are being used in some specific ways that bibliographically represent the consulted documentary sources in study elaboration.

These ways can be considered instruments and need to be known enough for a good use:

- The citation and its methods
- The reference list
- The bibliography
- The standard of ISO 690
- The editorial styles or the recommendations for authors

2. The reference: definition, features, types and role

2.1 Definition:

The reference represents a set of bibliographic information about the source of a quotation, concept or of an idea mentioned in the paper or the source of a simple documentation for the study.

2.2 Features:

- It covers all types of documents in any medium;
 - It consists of the bibliographic description of documents in accordance with the international standard of ISO 690.[1]
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2.3 Types:

The types of reference depending on placing it:

- in text (between brackets);
- in footnotes or endnotes of a chapter;
- in the end of whole text: reference list or bibliography.

2.4 Role:

- to investigate the information flows;
- to recognise the documentation, placing the own work in the context of research.[2]

3. The reference instruments

3.1 The citation: definition, elements, methods and role

3.1.1. Definition:

The citation is a short reference inserted in text according to citation methods.

3.1.2. Elements:

The elements of citation are:

- idea or paraphrase - to introduce the idea / ideas in your own words;
- a direct quote: short (used with quotation marks) or long (in a new paragraph).

3.1.3. Methods:

- a. the first element and date: author - date (Harvard), including author - title or author - page (for human sciences);
- b. the numeric citation or sequential numeric system (Vancouver), with numbers in square/round brackets, or superscript;
- c. the footnotes / endnotes citation.[1]

3.1.4. Role:

- to emphasize the author work
- to respect the copyright
- to highlight the scientific productivity of authors expressed by the Hirsch index or H-index [1]

3.2 The reference list and the bibliography: similarity and difference

A. The reference list:

- All cited sources with an extended bibliographic description and in relation with citation methods:
 - in alphabetical order of the first element: the surname of the author/ first word of the title;
 - in numerical order of citation in text (for numerical method).

B. The bibliography:

- List of consulted sources in the study elaboration or having relation with the research subject, not necessarily cited

Similarity:

- Both have the same bibliographic format.

Difference:

- The reference list consists only of cited sources.

3.3 ISO 690 Standard – the bibliographic regulatory instrument

Is addressed to the authors and editors and gives general rules in bibliographic description for the reference in all documents (book, magazine, chapter, article, electronic documents, web page etc.) about content, structure and form given by:

- identification elements of a document (author, title, publication data);
- order of rendering the bibliographic elements;
- specific/conventional punctuation.

Provides the citation methods of references, but it **does not impose a determined / exact style** in citation systems or in bibliographic format, only a few conditions about the consistency of style, sufficiency and accuracy of information. [1]

A limited bibliographic description for the most usual type of document (book) can be rendered by the following scheme:

Author Surname, First name. *The title of document: Information about the title.* Place of publication: Publisher, Year of publication.

4. The editorial styles: citation systems with illustration

In the current editorial practice there are a variety of formats and citation styles.

Also in the citation styles is being used one or more methods or systems citation.

4.4 International editorial styles

We list some of the most popular citation styles belonging to some prestigious institutions, indicating the citation systems used [1]:

1. **ACS Style** (American Chemical Association): the largest scientific society in the world:

- All three citation methods: in the chemical, physical sciences;
- In magazines: sequential numeric system is preferred.

2. **AMA Style** (American Medical Association):

- Sequential numeric system: medical sciences.

3. **APA Style** (American Psychological Association):

- Author – date: psychology and social sciences (education, communication, politics, economics etc.).

4. **Chicago/Turabian Style**: Natural and Social Sciences:

- Author – date: natural sciences, physical and social sciences;
- Note - Bibliography (University of Chicago): human sciences (literature, history, art).

5. **CSE / CJE Style** (Council of Science Editors / Publishers Council in Biology):

- Author – date;
- Sequential numeric system.

6. **MLA Style** (Association of Modern Languages of America):

- Author - page: human sciences (literature, art, philosophy, religion).

7. **Vancouver Style** (The International Committee of Medical Journals Editors):

- Sequential numeric system: medical, biological and physical sciences.

Each style uses distinct bibliographic formats according to the specific of each type of document.

APA	<p>in text: (Austin, 1998)</p> <p>reference list: Austin, J. H. (1998). <i>Zen and the brain: Toward an understanding of meditation and consciousness</i>. Cambridge, MA: MIT Press.</p>
Chicago (Note)	<p>note: 1. Tom Nairn, <i>Faces of Nationalism: Janus Revisited</i> (London: Verso, 1997), 17.</p> <p>bibliography: Nairn, Tom. <i>Faces of Nationalism: Janus Revisited</i>. London: Verso, 1997.</p>
Chicago (Author-Date)	<p>in text: (Nairn 1997)</p> <p>reference list: Nairn, Tom. 1997. <i>Faces of Nationalism: Janus Revisited</i>. London: Verso.</p>
MLA	<p>parenthetical reference: (Perle 183-185)</p> <p>bibliography: Perle, George. <i>Serial Composition and Atonality: An Introduction to the Music of Schoenberg, Berg, and Webern</i>. 6th ed. Berkeley: University of California Press, 1991. Print.</p>

Fig. 1 Book: single author - Williams College Libraries. Books. 9 December 2011. Available: <http://library.williams.edu/citing/formats/books.php>, accessed March 15, 2016

APA	<p>in text: (Henry, 1990)</p> <p>reference list: Henry, W. A., III (1990, April 9). Beyond the melting pot. <i>Time</i>, 135(4), 28-31.</p>
Chicago (Note)	<p>note: 3. Scott Spencer, "Childhood's End," <i>Harper's</i>, May 1979, 16.</p> <p>bibliography: Spencer, Scott. "Childhood's End." <i>Harper's</i>, May 1979, 16-19.</p>
Chicago (Author-Date)	<p>in text: (Birnbaum 1998)</p> <p>reference list: Birnbaum, Jeffrey H. 1998. "How to Succeed at Damage Control." <i>Fortune</i>, March 30, 173-176.</p>
MLA	<p>parenthetical reference: (Lerner 42)</p> <p>bibliography: Lerner, Barbara. "America's Schools: Still Failing After All These Years." <i>National Review</i> 15 Sep. 1997: 42+. Print.</p> <p><i>Note: use the + sign if the pages are not consecutive; 42-44 would be the correct way if this article ran on consecutive pages; do not give the volume and issue number, even if they are available.</i></p>

Fig. 2 Magazine articles - Williams College Libraries. Books. 9 December 2011. Available: <http://library.williams.edu/citing/formats/books.php>, accessed March 15, 2016

APA	<p>in text: (Centers for Disease Control, 2009)</p> <p>reference list: Centers for Disease Control and Prevention. (2009). 2009 H1N1 Flu ("Swine Flu") and You. Retrieved from http://www.cdc.gov/h1n1flu/qa.htm</p>
Chicago (Note)	<p>note:</p> <p>1. Norman R. Yetman, "An Introduction to the WPA Slave Narratives," <i>Born in Slavery: Slave Narratives from the Federal Writers' Project, 1936-1938</i>, last modified March 23, 2001, http://memory.loc.gov/ammem/snhtml/snintro00.html.</p> <p>bibliography: Yetman, Norman R. "An Introduction to the WPA Slave Narratives." <i>Born in Slavery: Slave Narratives from the Federal Writers' Project, 1936-1938</i>. Last modified March 23, 2001. http://memory.loc.gov/ammem/snhtml/snintro00.html.</p> <p>Also include a publication date or date of revision or modification (see 14.8); if no such date can be determined, include an access date (see 14.7).</p>
Chicago (Author-Date)	<p>in text: (Yetman)</p> <p>reference list: Yetman, Norman R. 2001. "An Introduction to the WPA Slave Narratives." <i>Born in Slavery: Slave Narratives from the Federal Writers' Project, 1936-1938</i>. http://memory.loc.gov/ammem/snhtml/snhome.html.</p>
MLA	<p>in text: (Pilgrim)</p> <p>bibliography: Pilgrim, David. "The Brute Caricature." <i>Jim Crow Museum of Racist Memorabilia</i>. Ferris State University. Nov. 2000. Web. 20 May 2009.</p>

Fig. 3 Web page - Williams College Libraries. Books. 9 December 2011. Available: <http://library.williams.edu/citing/formats/books.php>, accessed March 15, 2016

4.5 Local citation system and editorial style

Because of the flexible ISO 690, which does not impose a determined style but essential recommendations (of elements, order and punctuation), it is possible an individual/ized use of citation system rules and bibliographic format requirements by the different authors and local editors.

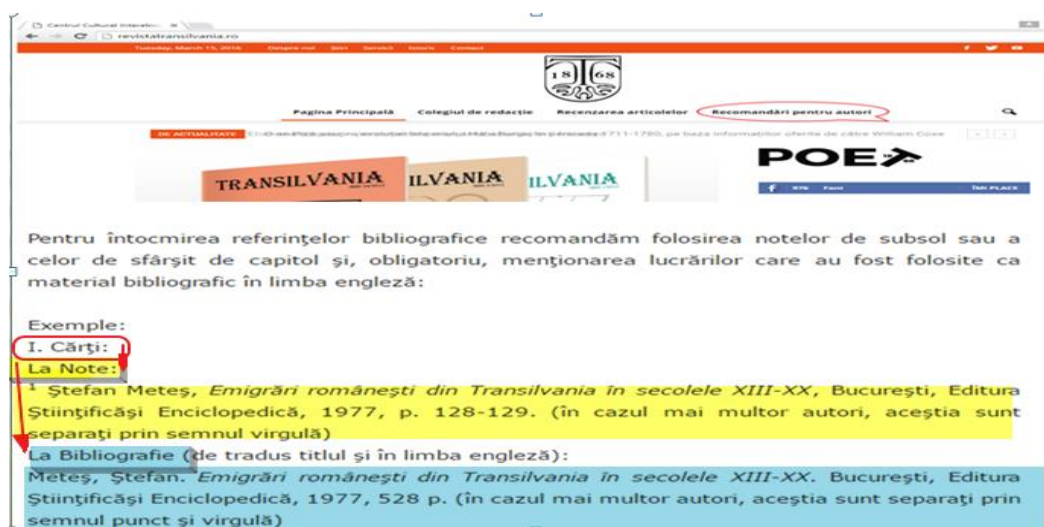


Fig. 4 Recommendations for authors from the Interethnic Cultural Center "Transilvania"

5. Use of Microsoft Office Word 2007 for generating the references

This informatics application allows the elaboration of references by using some steps:

- References:
 - Styles ► Insert Citation ► Add New Source ► Create Source
 - Bibliography ► Bilt-In: Bibliography /Works Cited ► Insert Bibliography

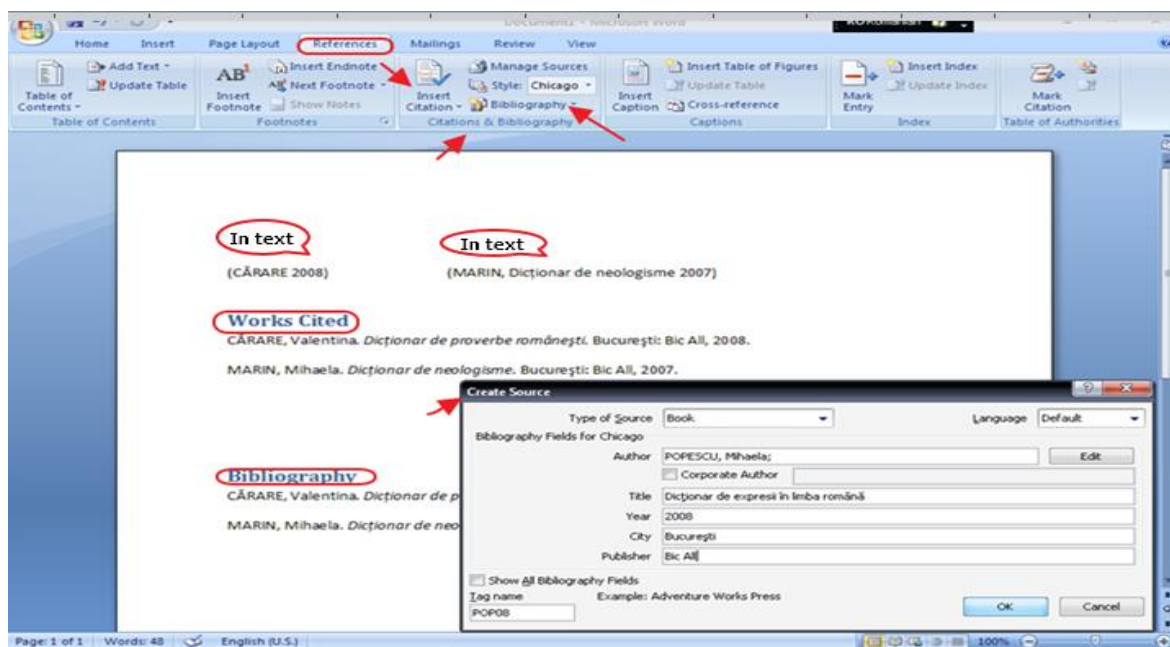


Fig. 5 Generating of references in Word.

6. Conclusions

1. It is necessary to distinguish between reference instruments in order to use them properly in scientific papers and in order to avoid the confusion caused by their similarity.

The definition of the related concepts establishes the differences, which individualize the terms and eliminate the confusions generated by their similarity, facilitating the appropriate use of these concepts.

2. Because of the flexibility of ISO 690 standard, which does not impose a determined style, we can talk of the following possibilities:

2.1. Adapting standardized requirements to the own system: citation – bibliographic format;

2.2. Taking one of the known editorial styles, depending of the specific research subject (example: for Natural and Social Sciences: author – date; for Human Sciences: note – bibliography);

2.3. Applying the recommendations for authors from a publisher (example: Recommendations for authors from the Interethnic Cultural Center "Transilvania").

References

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 - [2] Limerick Institute of Technology (LIT), Library and Information Resource Centre. *Write it right! A Guide to the Harvard (Author- Date) referencing system*. Romanian translation coordinated by prof. Dr. Angela Repanovici, "Transilvania" University of Brasov, 2015 available: <http://aspekt.unitbv.ro/jspui/bitstream/123456789/1864/1/SCRIE%20CORECT-RIGHT%20IT%20RIGHT.pdf>, accessed January 30, 2016
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