Everything that you wanted to know about references, but were afraid to ask (or didn't know to ask)

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Introduction

This information is to help you with the reference list in your research project paper. The information also applies to your thesis and any workshop, conference or journal papers that you might submit in the future.

Proper referencing is necessary to avoid plagiarism. However, for some people it comes as a surprise that the format of the reference list is so important. The reason it's important is this: When an experienced researcher is reading your work, the references provide an important context. For example, where and when the work was published and which references were written by the same authors. If you don't provide this information, the reader gets a feeling of missing something critical. You want the information to be correct and consistent, because your reader will try to interpret inconsistencies: Why is the name of the publisher missing for this book? Why is this conference referenced with two different names? You don't want to waste your readers' time and energy trying to figure it out. The writer is the one who should be doing the work, not the reader.

For TxMM, we ask you to use the ACM referencing format. Always pay attention to the format/style that is required, and if you are submitting a workshop, conference or journal papers do NOT change the style. For TxMM and your thesis there is a bit more flexibility, but consult with your thesis supervisor.

For TxMM, you are allowed to deviate from the ACM referencing format, as long as you are correct and consistent. For example, ACM requires using the full first name of authors, not the initials. This is good practice because some people have common last names. However, if you only use the initials of the authors, do it that way in all of your references.

Note if you are using LaTeX that you should not blindly adopt the .bib that you find online (e.g., that is generated by Google Scholar). For some reason, Google leaves out important parts or uses incorrect capitalization when it generates BibTex. You must always proof-read your reference list to make sure it complies with the referencing format.

The current trend is towards using DOIs for the references in your reference list. You are welcome to add DOIs. However, if you decide to do so, use them consistently for every article with a DOI (which should be most articles). If you decide not to use them, make sure you leave them out for all references.

Hope this information helps you. Let us know if you have additional questions. Happy writing from your teaching team.

Paraphrasing, quoting, and citing

It is important to internalize the rules on when to cite. This table is taken from
 https://libguides.ru.nl/ChicagoManual_eng/principles

	What it entails:	**What to do:**
Quoting	Using an exact text passage taken from the source	You state that you are quoting an author in your paper. You indicate that something is a quotation through formatting. At the end of the of the quotation, you cite the source.
Summarising	Providing a summary of a text passage without adding your own opinion or interpretation.	You state that you are providing a summary of a text passage and cite the source.
Paraphrasing	Expressing the ideas or thoughts of someone else in your own words without adding your own interpretation or opinion.	You indicate that you are explaining the idea or thoughts of someone else and cite the source.

We don't often quote when writing a paper in computer science or AI. However, if you do, be sure to include the page number of the page from which the quote was taken in the text at the end of the quote after the citation.

Citing authoritative references

Avoid citing articles that have been peer-reviewed. Note that many papers that you find on arXiv's have not yet gone through a review process and are not peer-reviewed and not yet published. If you cite an article that has not been peer-reviewed, you should have a reason to do so (and mention that reason). You can check whether an article that you find on arXiv has been published by putting the title of the article in quotes into a mainstream search engine and seeing which conferences or journals are found. Often authors will add a note to the arXiv page that an article has been published, but you should confirm this information. It is important that you cite a paper using the correct information about the conference and journal in which it has been published. The only mention of arXiv in your reference list should be those very rare articles that you cite that have not been peer reviewed.

Reference Formats

The rest of this document consists of material taken from the official ACM Referencing style guide can be found at this link. We have simplified the material to make it easier to understand.

https://www.acm.org/publications/authors/reference-formatting

We also refer you to the ACM webpage with BibTex examples:
https://www.acm.org/publications/authors/bibtex-formatting

Journal:

[1] Patricia S. Abril and Robert Plant. 2007. The patent holder's dilemma: Buy, sell, or troll? *Communications of the ACM,* 50, 1 (Jan. 2007), 36-44.

Notes:
- The title of the journal uses title-case capitalization (important words are capitalized). https://editorsmanual.com/articles/capitalizing-headings/
  The title of the article uses sentence-case capitalization (the first word of the sentence and all proper nouns and acronyms are capitalized).
- Journals have official abbreviations. For example, Communications of the ACM is abbreviated *Commun. ACM.* Use the full title or the official abbreviation. Do not make up your own abbreviations for journals.
- If the journal does not have page numbers, it may have an enumeration. In this case, put that information before the date, i.e., "Article 5 (April 2007)". If it has neither, leave this information out.

For a whole book on one single topic:

[1] David Kosiur. 2001. *Understanding Policy-Based Networking* (2nd. ed.). Wiley, New York, NY.

Notes:
- The information at the end is the publisher. Don't forget it.
- The title of the book uses title-case capitalization.
- If there is no edition information, leave it out.

For an article that has been published at a conference or a workshop (and appears in the proceedings of that conference or workshop)

[1] Sten Andler. 1979. Predicate path expressions. In *Proceedings of the 6th. ACM SIGACT-SIGPLAN Symposium on Principles of Programming Languages (POPL '79),* January 29 - 31, 1979, San Antonio, Texas. ACM Inc., New York, NY, 226-236.

For a Patent:

[1] Joseph Scientist. 2009. The fountain of youth. (Aug. 2009). Patent No. 12345, Filed July 1st., 2008, Issued Aug. 9th., 2009.

Other (such as some technical reports and dissertations):
- ***Technical Report:***
  [1] David Harel. 1978. *LOGICS of Programs: AXIOMATICS and DESCRIPTIVE POWER*. MIT Research Lab Technical Report TR-200. Massachusetts Institute of Technology, Cambridge, MA.
- ***Doctoral dissertation:***
  [1] Kenneth L. Clarkson. 1985. *Algorithms for Closest-Point Problems (Computational Geometry)*. Ph.D. Dissertation. Stanford University, Palo Alto, CA. UMI Order Number: AAT 8506171.
- ***Master's Thesis:***
  [1] David A. Anisi. 2003. *Optimal Motion Control of a Ground Vehicle*. Master's thesis. Royal Institute of Technology (KTH), Stockholm, Sweden

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For an online document/WWW resource: Website year can be found at the bottom of the website page or by viewing page properties/source to see when the page was last modified.

[1] Harry Thornburg. 2001. Introduction to Bayesian Statistics. (March 2001). Retrieved March 2, 2005 from http://ccrma.stanford.edu/~jos/bayes/bayes.html

Notes:
- If there is no author use the name of the organization instead.
- If there is no date, leave it out.
- Don't forget to add the "Retrieved" date. This is the date that you last accessed it. It tells the reader when the website was last confirmed to be online.

For a Video (two examples):
[1] Dave Novak. 2003. Solder man. Video. In *ACM SIGGRAPH 2003 Video Review on Animation theater Program: Part I - Vol. 145 (July 27-27, 2003)*. ACM Press, New York, NY, 4.

Citation Styles
ACM uses a numbered citation style where sources are cited in the text using bracketed numbers, corresponding to the reference list at the end of the document.

- **Single Source:** Cite the source in the text by placing its reference number in square brackets. For example:
  As demonstrated in previous studies, machine learning techniques have significantly improved in recent years [1].

- **Multiple Sources:** Separate multiple references with commas. For example:
  Neural networks have shown great promise in various applications, including image recognition and natural language processing [2, 3, 5].

- **Sequence of Sources:** Use a dash for consecutive sources. For example:
  Various optimization techniques are discussed extensively in the literature [4–6].

- **In-Text Citation When Author is Named in the Sentence:**
  When mentioning the author(s) in the text, their name is **not enclosed in brackets**, but the year of the publication is. The bracketed reference number is added after the author-year combination if needed. Use **"et al."** for works with three or more authors. If the author is named in the sentence, it is unnecessary to include the numerical citation at the end of the sentence. This style is especially useful in discussions where author names are part of the argument, blending narrative flow with proper citation conventions.

  Examples:
  As stated by Turing [1950], the concept of machine intelligence was introduced early in the field.

  According to Goodfellow et al. [2016], deep learning has revolutionized AI research.

Note: If you are a BibTex user check out the citation commands offered by Natbib, which allow you to specify these citation styles directly
[*https://www.overleaf.com/learn/latex/Natbib_citation_styles*](https://www.overleaf.com/learn/latex/Natbib_citation_styles)

Additional notes from the teaching team:

Case-protection in BibTex

Case-protect proper nouns and acronyms with {} in the BibTex. For example, "pet shop boys" must remain "Pet Shop Boys" in this example so it does not get case-flattened when you compile.

Butler, M. (2003). Taking it seriously: Intertextuality and authenticity in two covers by the pet shop boys. Popular Music, 22, 1–19.

Do this by making sure there are {} in the BibTex around the words you want to protect, i.e., {Pet Shop Boys}.

How to cite lecture slides

On rare occasions, you might want to cite slides from the lecture. To cite the lecture slides, use the author's last name and the publication year. For example:
Text and multimedia mining is ….. [Doe, 2024].

Or if you mention the author in the sentence:
As Doe [2024] explained during the first lecture …..

In the references, include the full citation formatted to ACM guidelines:
Doe, J. 2024. Natural Language Processing. Lecture slides. Available at: [link].

If you are using BibTeX, ensure you include the @misc entry.