In-text Citations
Each source is cited in numerical order using superscript Arabic numerals (1, 2, 3, etc.). Place the numerals outside commas and periods, and inside semicolons and colons. When citing multiple sources for a single line of text, put a comma (no space in front) between the numbers (see Example 2). The first item cited will be 1, the next will be 2, and so on throughout the paper. When citing a source more than once, give the number of the original reference.

Example 1: The infection characteristically dissect vertebrae anterolaterally and produces abscesses.¹
Example 2: Genetic susceptibility to spinal tuberculosis has been demonstrated.²,⁵

Reference List
Place a list of references on a separate sheet at the end of the paper and title it: Reference List. List references numerically in the order they appear in the paper with no indentations. Use single space for each citation and a double space between citations. For web versions of traditional print sources such as ebooks, online encyclopedias, and journal articles in library databases or published online, use the format for the print source, and add the DOI or URL and the publication, update, and/or access date as the final two lines of the reference.

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Notes

- **Placing Citations In Text**: Place the number directly after the fact, idea, or quotation being cited.

- **Numbering Citations**: Items are listed numerically in the order they are cited in the text.

- **Making Superscript Numbers in MS Word 2016**: Use the font tool bar icon: $x^2$

- **Citing the Same Source More than Once**: Use the number from the original (first) reference again.

- **Author Name Formatting**: Use initials of first and middle/second names with no spaces. There is NO period between the initials. *Example*: Chaney TC.

- **Authors – more than one**: Include up to 6 authors. Put a comma between their names only. If there are more than 6, list the first 3, followed by *et al.* *Example*: Chaney TC, Hiatt AA, Crider R., et al.

- **No Author**: If no author is given, start with the title.

- **Capitalization**: For article titles, only capitalize the 1st word and proper nouns. For book or journal titles, use standard capitalization of the important words (nouns, verbs, adjectives, adverbs, pronouns, and subordinating conjunctions). Do not capitalize articles (a, an, the), coordinating conjunctions (and, but, for), or propositions (at, by, from, etc.).

- **Books**: Include the editions (e.g. 4th ed.) between the title and the place.

- **Journal Titles**: Titles are abbreviated as used by the National Library of Medicine. Google: NLM journal abbreviations or use https://goo.gl/wBsG8m

- **Italics**: Use italics for book titles, encyclopedia titles and NLM journal abbreviations

- **Place**: Include city and state, and use 2-letter state abbreviation codes. *Example*: Los Angeles, CA


- **Dates for Webpages**: Include the Published, Updated, and Accessed dates that are available. Often only the Accessed date is known.

- **DOI**: The Digital Object Identifier is a persistent link to a web item. They are labelled in the article or result in this format: DOI:xxxxxxxxxx. Always use the DOI when available.

- **URLs**: Include the prefix http:// or https://. Use the URL only when a DOI is not available.

- **Images**: Acknowledge an image directly beneath it. Use the text: Reprinted from *Title*ReferenceNumber. Add the source to the reference list.

- **It’s Not Covered Here**: Contact your instructor or the Library for help. Do not use online citation generators.

Reference List