

A very quick guide to referencing with *IEEE*

This leaflet is a very quick guide to the IEEE referencing style. For more information and examples see:

R. Pears and G. Shields, *Cite Them Right: the Essential Referencing Guide*. 13th ed. London, UK: Palgrave Macmillan, 2025.

An electronic version of [*Cite them right*](#), along with other referencing help, can be found on the skills@cumbria website. Use the link or QR code below.

Print copies can be found in our libraries.



In *Cite them right* look for the section on IEEE. This referencing style is used by engineering students.

Other courses use Harvard, OSCOLA, APA or others so check with your programme if you are not sure.

Further information about referencing in general can be found on the [Referencing](#) page as well as guidance on referencing Generative AI.



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What is referencing?



You need to acknowledge other people's ideas and reference the sources that you have used in your assignments. This is done in two parts:

a number in square bracket which appears within the text and which signposts to the full reference listed at the end of your work.

Citation

You can choose whether to include the author's surname or not depending on how you want to construct your sentence.

- Cottrell [1] argues that...
- Recent practice [2] suggests ...
- If a source has 3 or more names then can use *et al.* eg West *et al.* [3]
- Quotes are included in the text in speech marks and with the page number, e.g. Jenkins [4, p. 325] states that "quotes..."
- If paraphrasing from a specific page include a page number but no speech marks eg Brown [5, p.45]
- If you refer to more than one source at a given point add in each number separately eg Recent studies [6], [7], [8]
- Sources can be used again but retain their original number eg Also in Cottrell [1] it can be found.....
eg In addition Cottrell [1, p.23] shows....

Reference list

References of everything cited in the text are listed at the end in numerical order.

NB A bibliography includes additional works read but not cited. Generally, you are required to provide a reference list.

How to compile your references

	Format	Comment
Author	Initial (s). Surname,	Always first. List authors in the order they appear in the source. Put 'and' between two authors or before the last one If an editor (Ed.) or editors (Eds.) add abbreviation after surname For more than 6 authors can use <i>et al.</i>
Title of article/chapter	"in speechmarks"	Used for a chapter in a book or journal article. Capitalise the 1st letter of first word and any proper nouns.
Title of publication	<i>Italics</i> BOOK JOURNAL	Capitalise first letter of every word, except for linking words. Capitalise the 1st letter of first word and any proper nouns.
Edition	ed.	Only used if more than 1 edition e.g. 2nd ed.
Issue details	Volume number, part or issue	Eg vol.11, no.4
Publisher	Publisher.	City, Country and Publishers Name. If USA add abbreviated state eg NY or MA
Page number or article number	pp. 84-95 OR Art no. 18256	One p. for a single page. pp. for a page range. Abbreviate to Art no.
Year of publication	2024	For articles add month if one.
URL or DOI	Add either DOI or URL for any online resource	DOI is a unique identifier for an article. No need for 'Available.' Only add 'Available:' for URLs. Add [Online]
Date accessed	Accessed: full date for websites	Add [Online] after date.

Print Books

Author Title. Edition. Publisher, Year.

S. Cottrell, *The Study Skills Handbook*, 5th ed. London, UK: Red Globe Press, 2024.

Ebooks

Author Title. Edition. Publisher, Year, DOI or URL

J. A. Wickert and K. E. Lewis, *An Introduction to Mechanical Engineering*, Australia: Cengage, 2020. [Online]. Available at: <https://www.vlebooks.com>

Chapter of an edited book

Author "Title of the chapter", in Title of the Book. Editor(s) Edition, Publisher, Year, Page Numbers, DOI or URL (if ebook)

R. A. Gordon and D. Druckman "Non-verbal behaviour as communication", in *The Handbook of Communication Skills*. O. Hargie, Ed., 4th ed. London, UK: Routledge, 2019, pp.81-134.

Journal article (Online)

Author "Title of article", Title of Journal, Issue details, Page number(s) or Article number. Year. DOI (if available) OR Available at: URL (Accessed: date). (If no DOI)

C. Panayiotou, H. Abu Khalifeh, and I. Zuburtikudis, "Linear free-energy relationships (LFER) and solvation thermodynamics: the case of water and aqueous systems," *Journal of Solution Chemistry*, vol. 53, no. 1, pp. 228–255, Jan. 2024, doi: 10.1007/s10953-023-01290-3.

Websites

Author or organisation Title of page or pdf. Title of site. Date Accessed. Available at: URL

Institute of Mechanical Engineers, "Harnessing the potential of AI in organisations." Institute of Mechanical Engineers. Accessed: October 9, 2026. [Online]. Available at: https://www.imeche.org/docs/default-source/1-oscar/reports-policy-statements-and-documents/ai_working_report_2024-01_03.pdf?sfvrsn=2f2e4111_0