



BRIEF GUIDE TO REFERENCING WITH ACM SYSTEM

(Last Updated: 02 August 2019)

This is a guide to the ACM (Association for Computing Machinery) referencing system for XJTLU students. However, please always refer to your module handbook or any specifications for further guidance, as your lecturers/tutors may prefer a different style of referencing.

Introduction:

This guide gives advice on referencing using the ACM Referencing System. This is the preferred referencing system for some departments related to computer science at Xi'an Jiaotong-Liverpool University. There are numerous different types of referencing systems available. And most style guides fall into two commonly used systems: **1) author-date system** (Harvard, APA) and **2) numeric system** (Vancouver, MLA). ACM system is a numeric citation system. This guide suggests an ACM style in light of Citation Style and Reference Formats <<https://www.acm.org/publications/authors/reference-formatting>>. It is provided for XJTLU researchers and students as a reference. Further information can be found in the Association for Computing Machinery website <<https://www.acm.org/>>.

Plagiarism:

When writing assignments, you must acknowledge the source of your ideas and quotes in sufficient detail so that readers can locate the item. Referencing is important to avoid plagiarism, to verify quotations and to enable readers to follow up what you have written and locate the cited work. Plagiarism is defined by Xi'an Jiaotong-Liverpool University Student Regulations as “Reproducing material from other works or a paraphrase of such material without acknowledgement”. For more information on how to avoid plagiarism please refer to Department of Registry.

Collecting and organizing references:

It is often not easy (or possible) to retrieve sources after you have written your text. For this reason, it is best to write down all the citation details of a source

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as you use it, and to compile a reference list at the end of the document that includes full details of all references cited. Bibliographic software, such as **EndNote**, **RefWorks**, or **Zotero**, will help you organize your references according to different citation systems and to add the citations to your text.

Two parts in ACM System:

In-text citations: Citing in the text of your work: this means acknowledging, within your text, the sources that you have used.

- In ACM system, references are numbered in the text. The number is put in brackets [1].
- The first citation will be number one, and the subsequent citations [2] should be numbered consequently [3].
- If multiple references are cited in the same place in the text, use a comma [4, 5].
- If you cite a reference more than once in the text, reuse the original number assigned to the reference each time you cite it.
- A page number is included if you have a direct quote [1, p. 15], paraphrase a passage [2, pp. 2-4], or you want to direct the reader to a specific page [3, p. 5]. Page numbers may also be included if you are referring to a long work and the page numbers might be useful to the reader.

Your reference list (containing bibliographic citations): there you present the details of the sources you have used. In ACM system, you list them in a numerical order at the end of your work, according to the citation numbering in your text.

- A reference list contains only details of the books, articles, and web pages etc. which are cited in the text of the document.
- In ACM system, a reference list should be in numerical order, matching the labeling of the in-text citations.
- A reference list should appear at the end of your text.
- A bibliography may be required as additional information, coming after the reference list. You should always consult your lecturers or supervisors for advice. A bibliography is a separate list from the reference list. It contains the works which you have consulted but not cited. It is arranged alphabetically by author.

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Elements of citation:

[No.] Full name of author(s) or editor(s) (if no author or editor is listed, name of institution standing in their place. Year of publication. *Title of Book – italicised* (Edition (if not the 1st edition) ed.). Publisher, Place of publication – city and state. Retrieved Date from URL¹ (if required) or DOI (if available) – if it is electronic resource

Reference Type	In-text Examples	Reference List Examples
Single author	<ul style="list-style-type: none"> ... problems involving modeling [1]. <i>or</i> Labarre [1] claimed that ... <i>or</i> Labarre [1, pp. 21-22] aimed at ... 	[1] Anthony E. Labarre. 2008. <i>Intermediate Mathematical Analysis</i> . Dover Publications, Mineola, NY,
2 authors	<ul style="list-style-type: none"> ... in numerical analysis [2] ... <i>or</i> According to [2] ... <i>or</i> Cheng and Tong [2] suggested that ... 	[2] Vincent S. Cheng and Jimmy C. Tong. 2017. <i>Building Sustainability in East Asia</i> . John Wiley & Sons, Ltd, Chichester, UK.
3 or more authors	<ul style="list-style-type: none"> ... the latest technology [3]. <i>or</i> As mentioned in [3, p. 25] ... 	[3] Jochen Gemmer, M. Michel, and Günter Mahler. 2009. <i>Quantum Thermodynamics: Emergence of Thermodynamic Behavior within Composite Quantum Systems</i> . Springer, New York, NY.
Multiple works in one in-text citation	<ul style="list-style-type: none"> ... the calculus of variations [4], [5] ... <i>or</i> As demonstrated in [4] and [5] ... 	[4] Peter Deuflhard and Folkmar Bornemann. 2002. <i>Scientific Computing with Ordinary Differential Equations</i> . Springer, New York, NY. [5] Lawrence C. Evans. 2010. <i>Partial Differential Equations</i> . American Mathematical Society, Providence, RI.
No author	<ul style="list-style-type: none"> Based on the guidelines [6], ... 	[6] <i>Sampling Specifications for the 1990 Survey of Voting and Registration Statistics</i> . 1992. Bureau of the Census, Washington, DC.

¹ URL is abbreviated for Uniform Resource Locator, which means the Internet address of online resource.

Reference Type	In-text Examples	Reference List Examples
Edited book	<ul style="list-style-type: none"> ... instead of the base correlations [7] for calibration. 	<p>[7] Claudia Eckert, Sokratis K. Katsikas, and Günther Pernul (Eds.). 2014. <i>Trust, Privacy, and Security in Digital Business: 11th International Conference, TrustBus 2014, Munich, Germany, September 2-3, 2014. Proceedings</i>. Springer International Publishing, Cham.</p>
Later editions	<ul style="list-style-type: none"> ... as stated in [8] ... 	<p>[8] David Kosiur. 2001. <i>Understanding Policy-Based Networking</i> (2nd ed.). Wiley, New York, NY.</p>
E-books (available online only)	<ul style="list-style-type: none"> Based on [9], ... 	<p>[9] Melvin E. Page. 1996. <i>A Brief Citation Guide for Internet Sources in History and the Humanities</i>. Retrieved October 30, 2018 from http://www.nmmc.com/libweb/employee/citguide.htm</p>
Books series	<ul style="list-style-type: none"> From [10], ... 	<p><i>Author. Year of Publication. Title of book - italicised (1st. ed.). Name of the series, Vol.number. Publisher, Place of publication – city and state.</i></p> <p>[10] Gregory Fasshauer and Michael McCourt. 2015. <i>Kernel-based approximation methods using MATLAB</i>. Interdisciplinary Mathematical Sciences, Vol. 19. World Scientific Publishing Co, New York.</p>

CHAPTER IN A BOOK

Elements of citation:

[No.] Full name of author(s) or editor(s) (if no author or editor is listed, name of institution standing in their place). Year of publication. Title of article. “In” *Title of book*–italicised (Edition (if not the 1st edition) ed.), editor(s) of book – initials and surname (ed(s)). Publisher, Place of publication – city and state, Page number(s).

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Reference Type	In-text Examples	Reference List Examples
Chapter in an edited book	<ul style="list-style-type: none">According to [11] ...	[11] Valery Alexeev. 2015. Weighted Stable Hyperplane Arrangements. In <i>Moduli of Weighted Hyperplane Arrangements</i> , Gilberto Bini, Martí Lahoz, Emanuele Macrì and Paolo Stellari (eds.). Springer, Basel, 75–92.

JOURNAL ARTICLES

Elements of citation:

[No.] Full name of author(s) or editor(s) (if no author or editor is listed, name of institution standing in their place). Year of publication. Title of article. *Abbreviated title of journal – italicised* Volume number (Date of Publication), Page number(s) or Article number. Retrieved Date from URL (if required) or DOI (if available) – if it is electronic resource

Note: Titles of journals should be abbreviated in accordance with Mathematical Reviews; abbreviations are available at <http://www.ams.org/msnhtml/serials.pdf>.

Reference Type	In-text Examples	Reference List Examples
Printed journal articles	<ul style="list-style-type: none">... by Legenstein [12].	[12] Robert Legenstein. 2015. Computer science: Nanoscale connections for brain-like circuits. <i>Nature</i> 521, 7550 (May 2015), 37–38.
Electronic journal articles	<ul style="list-style-type: none">... the system was designed [13].	[13] Patricia S. Abril and Robert Plant. 2007. The patent holder's dilemma: Buy, sell, or troll? <i>Commun. ACM</i> 50, 1 (Jan. 2007), 36-44. DOI: https://doi.org/10.1145/1188913.1188915

CONFERENCE PAPERS

Elements of citation:

[No.] Full name of author(s) or editor(s) (if no author or editor is listed, name of institution standing in their place). Year of publication. Title of article. In *title of conference – italicised*. Publisher, Place of publication – city and state, Page number(s). Retrieved Date from URL (if required) or DOI (if available) – if it is electronic resource

Reference Type	In-text Examples	Reference List Examples
Conference papers	<ul style="list-style-type: none"> ... in previous study [14], ... 	<p>[14] Sten Andler. 1979. Predicate path expressions. In <i>Proceedings of the 6th. ACM SIGACT-SIGPLAN Symposium on Principles of Programming Languages (POPL '79)</i>. ACM Press, New York, NY, 226-236. DOI:https://doi.org/10.1145/567752.567774</p>

THESES AND DISSERTATIONS

Elements of citation:

[No.] Full name of author(s) or editor(s). Year of publication. *Title of article – italicised*. An Indication of Document, e.g., Ph.D. Dissertation. University, Place of University.

Reference Type	In-text Examples	Reference List Examples
Master Thesis	<ul style="list-style-type: none"> Anisi [15] once suggested that ... 	<p>[15] David A. Anisi. 2003. <i>Optimal Motion Control of a Ground Vehicle</i>. Master's thesis. Royal Institute of Technology (KTH), Stockholm, Sweden.</p>
Ph.D. Dissertation	<ul style="list-style-type: none"> Clarkson [16] developed a model for ... 	<p>[16] Kenneth L. Clarkson. 1985. <i>Algorithms for Closest-Point Problems (Computational Geometry)</i>. Ph.D. Dissertation. Stanford University, Palo Alto, CA. UMI Order Number: AAT 8506171.</p>

TECHNICAL REPORT

Elements of citation:

[No.] Full name of author(s) or editor(s). Year of publication. *Title of report – italicised*. Institution of publication, Report number (if available). Place of publication – city and state. Retrieved Date from URL (if required) – if it is electronic resource

Reference Type	In-text Examples	Reference List Examples
Report	<ul style="list-style-type: none"> ... in this model [17], ... 	<p>[17] David Harel. 1978. <i>LOGICS of Programs: AXIOMATICS and DESCRIPTIVE POWER</i>. MIT Research Lab Technical Report TR-200. Massachusetts Institute of Technology, Cambridge, MA.</p>

WEB PAGES

Elements of citation:

[No.] Full name of author(s) or editor(s) (if no author or editor is listed, name of institution or article title standing in their place). Year of Publication. Title of article. Retrieved Date from URL (if required) or DOI (if available) – if it is electronic resource

Reference Type	In-text Examples	Reference List Examples
Web page	<ul style="list-style-type: none"> Based on [18], ... 	<p>[18] Harry Thornburg. 2001. Introduction to Bayesian Statistics. (March 2001). Retrieved March 2, 2005 from http://ccrma.stanford.edu/~jos/bayes/bayes.html</p>

<i>Reference Type</i>	<i>In-text Examples</i>	<i>Reference List Examples</i>
<i>Wikipedia</i>	<ul style="list-style-type: none"> According to [19], ... 	[19] Wikipedia. 2017. WikipediA: the Free Encyclopedia. Retrieved from https://www.wikipedia.org/ .

PATENTS

Elements of citation:

[No.] Full name of author(s) or editor(s). Year of publication. Title of patent. (Date of issued, Month. Year). Number of patent including date of filed and date of issued.

<i>Reference Type</i>	<i>In-text Examples</i>	<i>Reference List Examples</i>
<i>Patent</i>	<ul style="list-style-type: none"> This was discovered by Scientist [20]. 	[20] Joseph Scientist. 2009. The fountain of youth. (Aug. 2009). Patent No. 12345, Filed July 1st., 2008, Issued Aug. 9th., 2009.

VIDEOS

Elements of citation:

[No.] Full name of author(s) or editor(s) (if no author or editor is listed, name of institution or article title standing in their place). Year of Publication. Title of Video. Title of medium. Name of series (if available). Publisher, Place of Publication-if available. Retrieved Date from URL (if required) or DOI (if available) – if it is electronic resource

<i>Reference Type</i>	<i>In-text Examples</i>	<i>Reference List Examples</i>
<i>DVD</i>	<ul style="list-style-type: none"> Based on [22], ... 	[21] Dave Novak. 2003. Solder man. Video. In <i>ACM SIGGRAPH 2003 Video Review on Animation theater Program: Part I - Vol. 145 (July 27-27, 2003)</i> . ACM Press, New York, NY, 4. DOI: https://doi.org/99.9999/woot07-S422
<i>Online video</i>	<ul style="list-style-type: none"> According to [23], ... 	[22] Barack Obama. 2008. A more perfect union. Video. (5 March 2008). Retrieved March 21, 2008 from http://video.google.com/videoplay?docid=6528042696351994555

FURTHER HELP AND CONTACTS

If you have any difficulties using any of the reference schemes mentioned above, or any other referencing format which you have been asked to use by your instructors, please contact your librarian (<https://libguides.lib.xjtlu.edu.cn/c.php?g=655374>). Remember, it is always helpful to consult the person for whom you are writing, whether it is a tutor or an editor, as to which style of referencing they want you to use.

ACKNOWLEDGEMENT

This guide is inspired by the following pieces of work and excellent sites:

[1] ACM. Citation Style and Reference Formats. Retrieved May 1, 2019 from <https://www.acm.org/publications/authors/reference-formatting>

APPENDIX

Advice on creating links to e-resources in the bibliography

The following notes provide some general tips on obtaining a direct link to e-resources.

The most important thing is to make the bibliography functional. If the resource is part of an online collection subscribed by Xi'an Jiaotong-Liverpool University, it can be directly accessed on campus or accessed via VPN when off-campus. The link you create should be stable and accessible to the audience if they access the item on any University campus which has a subscription for the item. They may also be able to access the resource off-campus.

You should take care when simply copying and pasting the URL from the address bar of your Web browser. If the website you are using is available via public WWW pages then you can probably use the URL of the resource you are viewing. If the site is a subscribed collection then you will probably not be able to copy and paste the URL, since the URL may contain 'session' information and may be invalid when used later. Many systems such as Discover provide tools to create a stable link to individual e-resources.

If you conduct a search in Discover and choose one of the references to view the Detailed Record, the page will be shown as the first screenshot here. The URL in Web browser is invalid for you to cite. Discover enable you to get the stable link via 'permalink' function in the Tools panel. After you click 'permalink', you will be directed to a new page with a stable link which is derived from the website of the e-journal collection (see the second screenshot).

The image displays two side-by-side screenshots of a library discovery service interface. Both screenshots show a search result for the article "One hand or the other? Effector selection biases in right and left handers" by Main, Julie C. and Carey, David P. The interface includes a search bar, navigation tabs (New Search, Multimedia, Publications, Library Homepage), and a detailed record view. The left screenshot shows the browser's address bar with the URL http://lib.xjtlu.edu.cn/lib/discover_search.aspx highlighted in red. The right screenshot shows the same search result, but with the "Permalink" button in the "Tools" panel highlighted in red. The permalink button is located at the bottom of the "Tools" panel, which also includes options like "Add to folder", "Print", "E-mail", "Save", "Cite", "Export", and "Create Note".