

A QUICK GUIDE TO REFERENCE CITATIONS USING THE ACS STYLE GUIDE

Compiled by N.J. Butkovich – August 2001

Listing sources of information at the end of a paper is an important part of professional scholarship and writing. Many disciplines have specific requirements for the layout of these references. In chemistry the standard is the *ACS Style Guide*, 3rd ed., published by the American Chemical Society. Chapter 6 of that publication is devoted to references and contains many examples. This Guide is not a substitute for the *ACS Style Guide*. It includes most commonly asked questions, but it doesn't have every possible document type or variation that could occur. I've also included notations of the appropriate pages in the *ACS Style Guide*.

EXCEPTIONS TO THE RULES:

Two commonly encountered exceptions to the rules are below. Instructions in the *NIST Chemistry WebBook* indicate that it should be cited like a book even though it is a web site. (Based on *ACS Style Guide* p 197)

Stein, S.E. IR and Mass Spectra. In *NIST Chemistry WebBook*; Mallard, W.G.; Linstrom, P.J., Eds. NIST Standard Reference Database Number 69; National Institute of Standards and Technology: Gaithersburg, MD, (February) 2000, 1,2-Ethanediol (<http://webbook.nist.gov>).

Organic Syntheses and *Inorganic Syntheses*, although they look like books, are commonly cited like journals...except that book format should be used for the collective volumes of *Organic Syntheses*. (based on *ACS Style Guide* p 185 and p 196)

Journal format: Yamamoto, T. *Inorg. Synth.* **1989**, *26*, 204-207.

Book format: *Organic Syntheses*; Wiley & Sons: New York, 1998; IX, pp 432-435.

ABSTRACTS:

There are some variations if the item being indexed is not a journal article.

Journal article indexed in a print publication; p.185.

Ferch, H. Highly Dispersive Filler for Emulsion Paints. *Plastics, Paint Rubber* **1966**, *10*, 85-86; *Chem. Abstr.*, **1966**, 17198g.

Journal article indexed in web-based index; based on p.185 and p.212.

Beharry, S.; Bragg, P.D. Properties of Bound Inorganic Phosphate on Bovine Mitochondrial F1F0-ATP Synthase. *J. Bioenerg. Biomembr.* **2001**, *33*, 35-42; *PubMed* <http://www.ncbi.nlm.nih.gov/PubMed/>, PMID=11460924 (accessed July 2001).

BOOKS:

There are many different variations on how to properly cite books. Whether or not the book is in a series, has an editor, is cited in its entirety or only in part, has different editions, etc. can all cause variations in the format.

Basic citation format; p.186-195.

Beall, H.; Trimbur, J. *A Short Guide to Writing about Chemistry*, 2nd ed.; Longman: New York, 2001; pp 17-32.

Chapter; p.188.

Richey, H.G., Jr., Ed. *Grignard Reagents: New Developments*; John Wiley & Sons: Chichester, U.K., 2000; Chapter 8.

ACS series, entire volume; p.196-197.

Geochemical Transformation of Sedimentary Sulfur; Vairavamurthy, M.A.; Schoonen, M.A.A., Eds; ACS Symposium Series 612; American Chemical Society: Washington, DC, 1995.

ACS series, chapter in book; p.196-197.

Cornwell, J.C.; Sampou, P.A. In *Geochemical Transformation of Sedimentary Sulfur*; Vairavamurthy, M.A.; Schoonen, M.A.A., Eds.; ACS Symposium Series 612; American Chemical Society: Washington, DC, 1995, pp 224-242.

Non-ACS series, one author for whole volume, no editor; p.197

Taber, D.F. *Intramolecular Diels-Alder and Alder Ene Reactions*; Reactivity and Structure Concepts in Organic Chemistry, Vol. 18; Springer-Verlag: Berlin, 1984.

Non-ACS series, edited with separately authored chapters; p.197

Martin, C.R.; Mitchell, D.T. In *Electroanalytical Chemistry: A Series of Advances*, Vol. 21, Bard, A.J.; Rubinstein, I., Eds.; Marcel Dekker: New York, 1999; pp 1-74.

DATA SETS: based on p 197

The Sadtler Standard Spectra: 300 MHz Proton NMR Standards; Bio-Rad, Sadtler Div.: Philadelphia, PA, 1994; no. 7640 (1-Chloropentane).

DISSERTATIONS AND THESES: p 201-202

King, K.J. Development of a Pressurized System for Oxidation Studies of Volatile Fluids. M.S. Thesis, Pennsylvania State University, State College, PA, March 1983.

ENCYCLOPEDIAS: p 196

Diagnostic Reagents. *Ullmann's Encyclopedia of Industrial Chemistry*, 5th ed; VCH: Weinheim, Germany, 1985;

HANDBOOKS:

Electronic; based on p 212

Beilstein Database; Beilstein Institut zur Foerderung der Chemischen Wissenschaften (accessed July 2001), database number BS0101PR, Beilstein Registry Number 505945.

Gmelin Database; Gesellschaft Deutscher Chemiker (accessed July 2001), database number GM0004SF, Gmelin Registry Number 38408.

Print; based on pp 186-195

CRC Handbook of Chemistry and Physics, 81st ed. Lide, D.R., Ed.; CRC Press: Boca Raton, FL, 2000; Chapter 4, p 73.

The Merck Index: An Encyclopedia of Chemicals, Drugs, and Biologicals, 12th ed. Budavari, S.; O'Neal, M.J.; Smith, A.; Heckelman, P.E.; Kinneary, J.F., Eds.; Merck & Co.: Whitehouse Station, NJ, 1996; entry 4857.

JOURNALS:

Although the ACS Style Guide indicates that the article title provides valuable information (p 176-177), in practice the article title is often omitted from journal citations.

Articles from print versions: pp 176-186

Labaree, D.C.; Reynolds, T.Y.; Hochberg, R.B. Estradiol-16 α -carboxylic Acid Esters as Locally Active Estrogens. *J. Med. Chem.* **2001**, *44*, 1802-1814.

Articles from electronic editions: p 213

Rando, R.R. The Biochemistry of the Visual Cycle. *Chem. Rev.* [Online] **2001**, *101*, 881-896.

MATERIAL SAFETY DATA SHEETS:

Also includes other related publications, such as the International Chemical Safety Cards; based on p 203-204; see also entries under **Web Sites**.

Ethylene Glycol; Material Safety Data Sheet No. E5125; Mallenckrodt Baker: Phillipsburg, NJ, (Feb. 25) 1999, <http://www.jtbaker.com/msds/e5125.htm>, (accessed July 2001).

Ethylene Glycol; International Chemical Safety Card No. 0270 (U.S. National Version); National Institute for Occupational Safety and Health, Centers for Disease Control and Prevention: Atlanta, GA, 2001, <http://www.cdc.gov/niosh/ipcsneng/neng0270.html> (accessed July 2001).

WEB SITES:

Based on p 211-213; see also entries under **Material Safety Data Sheets**.

National Institute for Occupational Safety and Health, International Chemical Safety Cards (ICSCs) Database (U.S. National Version). <http://www.cdc.gov/niosh/ipcs/nicstart.html> (accessed July 2001).

ThermoDex Home Page. <http://thermodex.lib.utexas.edu> (accessed July 2001), version 3.1.

A NOTE ABOUT JOURNAL ABBREVIATIONS

Chemists use a set of standard abbreviations for journal titles and the names of conference proceedings. These are published in *CASSI*, the *Chemical Abstracts Service Source Index*. When you look at a page in *CASSI*, note that, although full titles of the journals are given, the entries are actually arranged in order of the abbreviations, which are in boldface type. The *ACS Style Guide* has a listing on pp 215-229 of abbreviations for over 1000 heavily used chemistry journals.

A NOTE ABOUT PERSONAL NAMES

Personal names often cause difficulties when preparing bibliographies or reference lists. Western European names generally are arranged with the given name first and the family name last. That means that when you are creating a bibliography, you would reverse the order, so that the family name would come first, followed by a comma and then the given name (or initial).

Not all Western European names follow this pattern exactly, however; and names of authors from other parts of the world certainly don't! All the possible permutations of personal names are too numerous to list here. However, the *Chicago Manual of Style* has done an excellent job of rules for capitalization (sections 7.6-7.15) and alphabetizing (sections 17.106-17.126).

RESOURCE LIST

The ACS Style Guide, a Manual for Authors, Reviewers, and Editors; Dodd, J.S., Ed.; American Chemical Society: Washington, DC, 1998. (Copies are in the Physical Sciences Library on permanent reserve as well as in the reference collection. There is also a circulating copy. Call number QD8.5.A25 1997).

CASSI—Chemical Abstracts Service Source Index: 1907-1999 Cumulative. Chemical Abstracts Service: Columbus, OH, 2000. (Also has supplements; set at Physical Sciences Library reference desk; call number Z5526.A35 1907-1999).

The Chicago Manual of Style, 14th ed.; University of Chicago Press: Chicago, IL, 1993. (In the Physical Sciences Library reference collection; call number Z253.C5701 14th ed. 1993).