Quick reference guide

Vancouver Citing & Referencing style

***For more comprehensive information consult the Citing & Referencing library guide***
http://guides.lib.monash.edu/citing-referencing/vancouver

Vancouver is a numbered referencing style commonly used in medicine and science, and consists of:

- citations to someone else’s work in the text, indicated by the use of a number
- a sequentially numbered reference list at the end of the document providing full details of the corresponding in-text reference

It follows rules established by the International committee of Medical Journal Editors, now maintained by the U.S. National Library of Medicine. It is also known as Uniform Requirements for Manuscripts submitted to Biomedical Journals.

**Before using this guide check with your faculty, school or department for their specific referencing guidelines**

**In-text citations**

- Insert an in-text citation:
  - when your work has been influenced by someone else’s work, for example:
    - when you directly quote someone else’s work
    - when you paraphrase someone else’s work

- General rules of in-text citation:
  - A number is allocated to a source in the order in which it is cited in the text. If the source is referred to again, the same number is used.
  - Use Arabic numerals (1,2,3,4,5,6,7,8,9)
  - Either square [ ] or curved brackets ( ) can be used as long as it is consistent. Please check with your faculty/lecturer to see if they have a preference. For consistency in this guide we have chosen to use round brackets for our examples
  - Superscripts can also be used rather than brackets eg. ...was discovered. ¹,³
  - Reference numbers should be inserted to the left or inside of colons and semi-colons.
  - Reference numbers are generally placed outside or after full stops and commas - however check with your faculty/journal publisher to determine their preference. For consistency in this guide we are placing reference numbers after full stops.
  - Whatever format is chosen, it is important that the punctuation is consistently applied to the whole document.

**Multiple works by the same author:**

Each individual work by the same author, even if it is published in the same year, has its own reference number.

**Citing secondary sources:**

A secondary source, or indirect citation, occurs when the ideas on one author are published in another author’s work, and you have not accessed or read the original piece of work. Cite the author of the work you have read and also include this source in your reference list.
In-text citation examples

The in-text citation is placed immediately after the text which refers to the source being cited:

**Using round brackets:**

...as one author has put it "the darkest days were still ahead".(1)

**Using square brackets:**

...as one author has put it "the darkest days were still ahead".[1]

**Using superscript:**

...as one author has put it "the darkest days were still ahead".\(^1\)

The author’s name can also be integrated into the text

Scholtz \(^1\) has argued that...

**Including page numbers with in-text citations:**

Page numbers are not usually included with the citation number. However should you wish to specify the page number of the source the page/s should be included in the following format:

...as one author has put it "the darkest days were still ahead".\(^{1(p23)}\)

...as one author has put it "the darkest days were still ahead".(1 p23)

Scholtz (1 p16-18) has argued that...

**Citing more than one reference at a time:**

The preferred method is to list each reference number separated by a comma, or by a dash for a sequence of consecutive numbers. There should be no spaces between commas or dashes

For example: (1,5,6-8)

**Reference List**

- References are listed in numerical order, and in the same order in which they are cited in text. The reference list appears at the end of the paper.
- Begin your reference list on a new page and title it 'References.'
- The reference list should include all and only those references you have cited in the text. (However, do not include unpublished items such as correspondence).
- Use Arabic numerals (1, 2, 3, 4, 5, 6, 7, 8, 9).
- Abbreviate journal titles in the style used in the NLM Catalog
- Check the reference details against the actual source - you are indicating that you have read a source when you cite it.
- Be consistent with your referencing style across the document.
- For additional information you may wish to consult Citing Medicine, 2nd ed.
Scholarly journal articles

- Follow these examples closely for all layout, punctuation, spacing and capitalisation. These general rules apply to both print and electronic articles.
- Enter author's surname followed by no more than 2 initials (full stop).
- If more than 1 author: give all authors' names and separate each by a comma and a space.
- For articles with 1 to 6 authors, list all authors. For articles with more than 6 authors, list the first 6 authors then add 'et al.'
- Only the first word of the article title and words that normally begin with a capital letter are capitalised.
- Journal titles are abbreviated (to decipher/find correct abbreviations see: PubMed Journals Database).
- Follow the date with a semi-colon.
- Abbreviate months to their first 3 letters (no full stop).
- Give the volume number (no space) followed by issue number in brackets.
- If the journal has continuous page numbering through its volumes, omit month/issue number.
- Abbreviate page numbers where possible, eg: 123-29.

Digital Object Identification (DOI) and URLs

The digital object identifier (DOI) is a unique identifier, and should be provided in the reference where it is available. This alphanumeric string is usually located on the first page with other referencing elements in the article. More recent electronic journal articles will be displayed as permanent URLs. They will look something like this - http://dx.doi.org/10.1037/a0024996. Both formats are acceptable, use the form as it appears in your source.

Print articles

<table>
<thead>
<tr>
<th>Article with 1 to 6 authors</th>
<th>Author AA, Author BB, Author CC, Author DD. Title of article. Abbreviated title of journal. Date of publication YYYY Mon DD;volume number(issue number):page numbers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Article with more than 6 authors</td>
<td>Author AA, Author BB, Author CC, Author DD, Author EE, Author FF, et al. Title of article. Abbreviated title of journal. Date of publication YYYY Mon DD;volume number(issue number):page numbers.</td>
</tr>
</tbody>
</table>


Electronic journal articles

- The word [Internet] in square brackets should be inserted after the abbreviated journal title.
- The date cited [in square brackets] must be included after the date of publication.
- The URL (web address) must be included at the end of the reference.
- For electronic journal articles with a DOI, include the DOI (digital object identifier) at the end of the reference, after the URL.

<table>
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<tr>
<th>Electronic journal article</th>
<th>Author AA, Author BB. Title of article. Abbreviated title of Journal [Internet]. Date of publication YYYY MM [cited YYYY Mon DD];volume number(issue number):page numbers. Available from: URL</th>
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<tbody>
<tr>
<td>Electronic journal article with DOI</td>
<td>Author AA, Author BB, Author CC, Author DD, Author EE, Author FF. Title of article. Abbreviated title of Journal [Internet]. Year of publication [cited YYYY Mon DD];volume number(issue number):page numbers. Available from: URL DOI</td>
</tr>
</tbody>
</table>

Books and book chapters

- Follow these examples closely for all layout, punctuation, spacing and capitalisation.
- Enter author's surname, followed by no more than 2 initials.
- Give all authors' names and separate each by a comma and a space.
- Enter all authors' names in the order in which they appear in the original source.
- Only the first word of the article title and words that normally begin with a capital letter are capitalised.
- For electronic books include the DOI (Digital Object Identifier) if it is given and place it after the URL (web address).
- Abbreviate months to their first 3 letters.
- The formats for Tables and Figures (see below) can also be applied to charts, photographs, graphs, etc.
- For more detailed information go to: http://www.nlm.nih.gov/citingmedicine

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<tbody>
<tr>
<td>b.) Author AA. Title of web page [Internet]. Place of Publication: Sponsor of Website/Publisher; Year published [cited YYYY Mon DD]. Number of pages. Available from: URL DOI: (if available)</td>
<td></td>
</tr>
</tbody>
</table>
Chapter:
a.) Author AA, Author BB. Title of chapter. In: Editor AA, Editor BB, editors. Title of book. # edition. Place of Publication: Publisher; Year of publication. p. [page numbers of chapter].

b.) Author AA, Author BB. Title of chapter. In: Editor AA, Editor BB, editors. Title of the book [Internet]. Place of publication: Publisher's name; Year of publication. [cited YYYY Mon DD]. p. #. [page or chapter number/s]. Available from: URL DOI [if available]


Government and other reports

- Follow these examples closely for all layout, punctuation, spacing and capitalisation.
- Enter author's surname, followed by no more than 2 initials.
- Give all authors and separate each by a comma and a space.
- Where the author is an organisation, quote the full name of the organisation, omitting the word "The" if preceding the name. Follow the name with the country of origin in parenthesis ( ) using only the two letter country code. See Appendix D of Citing Medicine.
- Where an author and organisation are cited, use the author's name. Add the organisation's name at your discretion.
- If there are no authors, only editors, list all editors, followed by a comma and the word editor(s).
- Only the first word of the article title and words that normally begin with a capital letter are capitalised.
- The place of publication is the city in which the report was published. For US and Canadian cities follow with the two letter state code in Appendix E of Citing Medicine for all other cities use the two letter country code in Appendix D of Citing Medicine.
- Include page numbers in an abbreviated format. e.g.: p. 12-25. Where appropriate abbreviate e.g. p. 241-8.
- For electronic reports include the DOI if it is given and place it after the URL.
- Abbreviate months to their first 3 letters.

Government reports

<table>
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<th>Government reports</th>
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### Dictionaries and encyclopaedias

- Follow these examples closely for all layout, punctuation, spacing and capitalisation.
- Include the DOI at the end of the reference if it is available.

<table>
<thead>
<tr>
<th>Article from online reference work</th>
<th>Title of encyclopedia [Internet]. Place of publication: Publisher; year. Title of article; [updated YYYYY Mon DD; cited YYYYY Mon DD]; [# of pages/screens]. Available from: URL</th>
</tr>
</thead>
</table>

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<tr>
<th>Article from electronic drug guide</th>
<th>Title of work [Internet]. Place of publication: Publisher/Website; year. Name of drug: [revision/review date; cited YYYYY Mon DD]; [# of pages/screens]. Available from: URL</th>
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### Audio visual media

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<tr>
<th>DVDs</th>
<th>Author A. Title [format]. Place of publication: Publisher; year of publication. Item description.</th>
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| Video file e.g Web streaming video | Author A. Title [format]. Place of publication: Publisher; date of publication [date it was viewed]. Available from: URL |
|----------------------------------|----------------------------------------------------------------------------------------------------------------|}


### From the Internet

- Follow these examples closely for all layout, punctuation, spacing and capitalisation
- Author names should be listed in the order they appear on the site.
- Reproduce the title of a homepage as closely as possible to the wording on the screen.
- Place the word Internet in square brackets following the title (and content type if present).
- Place of publication is defined as the city where the homepage is published. If place, publisher, date unknown use [place unknown], for example.
- Publisher is defined as the individual or organization issuing the homepage.
- Use the date of publication as the date the page was first published on the internet, always give the year.
- Date of up-date/revision - Always give the year and include the date/month, if provided, after the year.
- Include the date that you saw the page on the Internet.
- Begin with the phrase "Available from:". Insert the URL in its entirety. End with a period only if the URL ends with a slash, otherwise end with no punctuation.

| Web page:  
a.) homepage  
b.) part of website | a.) Author/organisation’s name. Title of the page [Internet]. Place of publication: Publisher’s name; Date or year of publication [updated yr month day; cited yr month day]. Available from: URL  
b.) Title of the homepage [Internet]. Place of publication: Publisher’s name; Date or year of publication. Title of specific page/part; Date of publication of part [Date cited of part]; [location or pagination of part]. Available from: URL |
| --- | --- |
| Image from web | **Note:** If the title of the image is not shown construct a title that describes the image shown. Use enough words to make the constructed title meaningful. Place the constructed title in square brackets.  
Author or organization. Title [image on Internet]. Place of publication: Publisher's name; date of publication [date cited]. Available from: URL |

**University course materials**

**Note:** Not all lecturers approve the citation of unit materials, such as lecture slides, in assignments. Check with your lecturer first to see if these resources are acceptable.

| Lecture notes on Moodle | Author AA. Title of lecture [format]. Place of Publication: Publisher; Date of Publication [Date cited]. Available from: 'website address' |
Sample reference list

References