

Reference Lists

Journal or magazine article

For journals where the page numbering continues from issue to issue:

Toad, H. E. (2002). Froggy went a courtin': A huh. *Reptile*, 28, 316-318.

Journal or magazine article

For journals that start each issue with page one:

Toad, H. E., & Turtle, S. (1991). Froggy's been a misbehaving: The cultural decline of the swamp. *Studies in Swamp Theory*, 12(3), 32-33.

Newspaper article (author known)

Snake, S. (1995, March 15). Froggy found slain: No suspects identified. *Swamp Times*, p. A3.

Newspaper article (author unknown)

Froggy investigation stalled (1995, March 22). *Swamp Tribune*, pp. A1-A2.

Book

Toad, H. E. & Toad, L. B. (1993). *1001 ways to wok your frog: Nouvelle recipes from China*. New York: Innovative Cookbooks.

Book article or chapter

Toad, H. E. (1988). Frogs suck: What's with all the green?. In S. Turtle & G. Snake (Eds.), *Life in the swamp* (pp. 19-1023). Swamp, CT: Toad Press.

Encyclopedia article

Toad, H. E. (1995). Frogs. In *The encyclopedia Americana* (Vol. 24, pp. 390-392). Swamp, CT: Grolier.

ERIC document

Toad, H. E. (1993). *A world without frogs: Fantasy or practical solution?* Swamp, CT: Annual Meeting of the Society for Reptile Education. (ERIC Document Reproduction Service No. ED 423549)

Web Page with Author:

Toad, H. E. (1996). *Froggy has got to go*. Retrieved October 8, 1997, from Species Purity in the Swamp website:
<http://www.swamppurity.org/newsarticies/credo.html>

Web Page with no Author:

Toads make great soup. (2001). Retrieved March 21, 2001, from <http://recipes.frogdomination.com/soup.htm>

Web Page with no Author, Year, or Page Numbers:

Frog slime linked to terrorism. (n.d.). Retrieved August 15, 2004, from <http://newsline.toadsonline.org/frogssuck/soup.asp>

Citations in Text

Single Author

Use the author-date format to cite references in text:

...as *Toad (1999)* notes,...

Recent research (Lizard, 2002) indicates...

Two Authors

For two-author citations, spell out both authors:

Toad and Salamander (2001) argue that...

...according to more current data (*Froggy & Cricket, 2002*).

Two to Five Authors

For multiple-author citations (up to five authors) list all authors the first time, then use et al.,

Toad, Salamander, Newt and Lizard (1997) have demonstrated... for

subsequent citations of the same article:

...showed little improvement (*Toad, et al., 2002*).

Cite the year the first time et al. is used only:

...additional investigation is required (*Toad, et al.*)

Six or More Authors

For six or more authors, use et al. the first time and give the full citation in references.

Quotes

Place the page number after the year:

As *Toad* notes, "I hate frogs" (*Toad, 1998, p. 37*).

& vs. "and"

Use & in reference lists and parentheses and "and" in text"

Abbreviations

If a group is identified by its initials, spell out the name the first time.

According to the Society for the Promotion of Swamp Purification (SPSP),...

Multiple Citations by the Same Author

When citing multiple works by the same author at the same time, place the citations in chronological order oldest to newest:

Numerous studies by Toad (Toad, 1998, 1999a, 1999b, 2001 in press)....

E-mail and Other Unpublished Works

Use the personal communication citation form for citations that are not available to the public. Do not include personal communications in the reference list as they are not references. Note that this form of citation should generally be avoided as it has no identifiable credibility.

Toads are a disruptive influence in the swap according to Froggy (Personal communication, June 14, 2002).