

CSE (Name-Year) Citation Quick Guide

CSE is a citation style used in the sciences, such as biology. There are three different CSE systems: **name-year**, **citation-sequence**, and **citation-name**. This Quick Guide will provide you with the basic information you need to write a paper in **CSE Name-Year style**. Name-year is the most commonly used system and requires sources to be cited in-text and in a Cited References list. Citation styles reflect the priorities of the disciplines that use them. CSE emphasizes the year of publication because scientists tend to prioritize new information. If you come across a situation not discussed here, please visit the Writing Center.

CSE papers have four major sections:

- Title Page (professor preference)
- Abstract
- Main Body
- Cited References

Title Page

Check with your professor to determine if a title page is required.

Include the following information centered on the page:

- **Paper Title:** Placed about 1/3 of the way down the page. Double-spaced.
- **Name:** Placed two lines below the title.
- **Date:** Placed two lines below your name.
- **Additional Information:** Your professor may also request you to include the course name and section and school. If additional information is required, place the title higher on the page to provide more space.

Pagination

All pages (except the title page) should be numbered. Page numbers should be in the upper-right hand corner and accompanied by a shortened version of the paper title. The first letter of each title word should be capitalized unless a preposition or article.

Example:

Shortened Title 1

First Page, Abstract, and Headings

Unlike in APA format, the Abstract is not given its own page. Instead the first page will contain the Abstract and the beginning of the Introduction. All text should be double-spaced, and new paragraphs should be indented.

Abstract

The abstract provides your reader with an overview of the paper to help them decide if the information is relevant to their needs. The summary should be a 150-250 word paragraph covering the major points of the paper.

There should only be one blank line between the end of the abstract and the heading for the introduction.

Headings

- **Level 1 Headings:** These headings indicate major sections (abstract, introduction, major arguments, etc.). They should be centered and written in all capital letters. (ABSTRACT)
- **Level 2 Headings:** These headings indicate subsections. They should be left-justified, italicized, and only the first letter of the first word should be capitalized. (*This is a subsection*)

Using Sources and Citing In-Text

When using sources to make your points, you must give credit. Below are some tips for how to give credit correctly.

CSE assumes writers will only summarize and paraphrase sources. The official CSE handbook does not address direct quotes. If you choose to include direct quotes, speak with your professor. Cite your sources as you use them through signal phrases in-text or in parenthetical citations directly after the information.

- **If using a signal phrase in-text, use past tense or present perfect tense when discussing information from a source.**
 - Smith (2017) argued –or– Smith (2017) has argued
- **Include the last name(s) of the author(s) and the year of publication**
 - Signal Phrase
 - Smith (2017)
 - Parenthetical (**do not place a comma between the name and year**)
 - (Smith 2017)
- **If a source has two authors, include both names in the citations**
 - Signal Phrase
 - Smith and Johnson (2017)
 - Parenthetical
 - (Smith and Johnson 2017)
- **If a source has more than two authors, use the last name of the first author, and then write “et al.”**
 - Signal Phrase
 - Smith et al. (2017)
 - Parenthetical
 - (Smith et al. 2017)
- **If using information from multiple sources, give credit to all sources in a parenthetical citation.**
 - Research has shown that explicit study citation styles in the classroom can help students learn to avoid plagiarism (Dean and Smith 2017; Smith et al. 2017).
- **If the author of a source is unknown, use the title of the source.**
 - Signal Phrase (**Use a short title. Use italics to indicate a long work like a book. Use quotation marks to indicate a short work like an article.**)
 - *The Best Research Article Ever* (2017)
 - Parenthetical (**Use a shortened version of the title, and do not indicate title using quotation marks or italics. Only capitalize the first letter of the first word. Follow with an ellipsis.**)
 - (The best ... 2017)

Examples:

- **Author and Date in Signal Phrase**
 - In 2017, Smith, Johnson, and Dean explained that CSE style was one important method of citing sources.
- **Author (Date) in Signal Phrase**
 - Smith, Johnson, and Dean (2017) explained that CSE style was one important method of citing sources.
- **Parenthetical Citation**
 - CSE style is one important method of citing sources (Smith et al. 2017).

Cited References

The Cited References page is a separate page at the end of your paper. It should still include the page number and page header. CITED REFERENCES should be centered at the top of the page. References should be single-spaced with a hanging indent and organized in alphabetical order.

Book (Simple)

Last Name First Initials. Year. Title of book. Place of publication: Publisher. Extent (number of pages).

Parrington J. 2015. The deeper genome: Why is there more to the human genome than meets the eye. Oxford: Oxford University Press. 254 p.

Book (Section in an edited collection)

Last Name First Initials, Last Name First Initials. Year. Section title. In: Last Name First Initial, editor(s). Book title. Place of publication: Publisher. First and Last Page of Section.

Bennett MD, Leitch IJ. 2005. Genome size evolution in plants. In: Gregory TR, editor. The evolution of the genome. San Diego: Elsevier. p. 90-164.

Scholarly Journal Article

(To find official abbreviations of journal titles, visit <https://www.library.caltech.edu/journal-title-abbreviations>.)

Last Name First Initial, Last Name First Initial. Year. Title of article. Abbreviated Title of Journal.

Volume(Issue): First and Last Page Numbers.

Xu D, Gokcumen O, Khurana E. 2020. Loss-of-function tolerance of enhancers in the human genome. Plos Genet. 16(4):1-22.

Government Documents

Author Organization. Year. Title of document; [date cited]. Available from URL.

DHHS Office of the Director. 2013. 2013 biennial advisory council report certifying compliance with the NIH policy on inclusion guidelines; [cited 2020 Jul 14]. Available from

<https://www.genome.gov/Pages/About/OD/ReportsPublications/NHGRI.2013-BiennialReportFinal.pdf>

Webpage

Author. Title of page [Internet]. Place of publication: Publisher; [date cited]. Available from URL.

National Human Genome Research Institute. The human genome project [Internet]. Washington, DC: National Human Genome Research Institute; [cited 2020 Jul 14]. Available from <https://www.genome.gov/human-genome-project>