

UF/IFAS Annual Report of Peer-reviewed Journal Articles –Creating References

Publication data is the information describing an individual journal article and is formatted as a **Reference**.

- I. Each **reference** must include the following data:
 - A. Author(s)
 - i. All authors in the order in which they appear in the author information of the journal article
 - B. Year Published The article must be in its final form. Exclude articles in these stages: early view, online first, first look, in press, advanced release, accepted, etc.
 - i. Must occur during reporting year of Annual Report
 - C. Article Title
 - i. *As published* in the final form of the article
 - D. Journal Title
 - i. The official title of the journal – no abbreviations
 - E. Volume Number
 - i. Must be greater than zero
 - F. Issue Number
 - i. Must be greater than zero
 - ii. May use **N.A.** if not provided by publisher
 - G. Page Numbers or Article Number
 - H. Digital Object Identifier (DOI)
- II. Examples:
 - A. Spreadsheet

Author(s)	Year	Article Title	<i>Journal Title</i>	Volume	Issue	Pages/ Article Number	DOI
Acevedo, M. A.	2020	Teaching quantitative ecology online: An evidence-based prescription of best practices	<i>Ecology and Evolution</i>	10	22	12457-12464	10.1002/ece3.6607

B. Citation

Acevedo, M. A. (2020). Teaching quantitative ecology online: An evidence-based prescription of best practices. *Ecology and Evolution*, 10(22), 12457-12464.

C. EndNote Reference

- a. Data should be imported from Web of Science or other online resource
 - i. Information on importing is available on the Publication Reporting website <https://research.ifas.ufl.edu/resources/publication-reporting/> under EndNote Basic Tutorials
- b. Do not 'copy & paste' data into fields in EndNote as this causes problems when creating bibliographies

III. Incomplete references may be returned to the Unit for revision

- A. Incomplete references will not be submitted to the UF/IFAS Office of Research for inclusion in the annual report

IV. The examples here show 2020 articles. Please be sure to only report papers published in final form for the current reporting year.