

[9] Finn, H., 2000, "Waterjet Development," *High Pressure Tech.*, PVP-Vol. 406, pp. 135-140.

[10] Watson, D. W., 1997, "Thermodynamic Analysis," ASME Paper No. 97-GT-288.

**Theses/Dissertations and Technical Reports**—Entries include name(s) of author(s), year of publication, title (enclosed in quotation marks with first letters of important words capitalized), report number (if any), publisher or institution name, city and state of publication.

*Basic Format:*

[#] Name, F. M., ####, "Title of Report," ##, Name of University, City, ST.

*Examples:*

[2] Tung, C. Y., 1982, "Evaporative Heat Transfer in the Contact Line of a Mixture," Ph.D. Thesis, Rensselaer Polytechnic Institute, Troy, NY.

[3] Kwon, O. K., and Pletcher, R. H., 1981, "Prediction of the Incompressible Flow Over a Rearward-Facing Step," Technical Report No. HTL-26, CFD-4, Iowa State University., Ames, IA.

[4] Smith, R., 2002, "Conformal Lubricated Contact of Cylindrical Surfaces Involved in a Non-Steady Motion," Ph.D. Thesis, <http://www.cas.phys.unm.edu/rsmith/homepage.html>.

Additional examples can be located in any ASME professional publication.

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# American Society of Mechanical Engineers (ASME) Publication Information

## Introduction

According to its website (<http://www.asme.org/>), the ASME "promotes the art, science and practice of mechanical & multidisciplinary engineering and allied sciences around the globe." Of the 22 professional journals associated with the ASME, 21 accept digital submissions. The ASME Journals Digital Submission Tool can be located online at <http://journaltool.asme.org>—Journals Publishing Help tab. This tool dictates guidelines and provides information for "Writing a Technical Paper or Brief." It is from this tool that the information in this handout is extracted. If none of the examples in this handout seems appropriate, or if further explanation is needed, this tool is on hand in the Missouri S&T Writing Center, Room 113 CSF, and the tutors on staff will be happy to assist you in the clarification and application of this information.

## General Information

Brevity is crucial when writing under ASME guidelines. However, there are some commonly required elements. These elements, and the order in which they should appear, are as follows:

## Required Elements

Title  
Author name(s) and affiliation  
Abstract  
Body of paper, including figures and tables  
\*Acknowledgments  
Nomenclature List  
\*Appendices  
References  
Headers and Footers

\*Included when necessary

**Title**—The title should be definitive, yet concise.

**Authors' Names and Affiliations**—Authors' names should include first name (or initial), middle initial, and last name. Affiliation should include company or college (with department or division), postal address (with country if outside the U.S.), telephone, fax, and e-mail.

**Abstract**—The abstract cannot exceed 400 words and includes background, method of approach, results, and conclusions. It should also provide keywords for indexing and retrieval.

**Body of the Paper**—The body of the paper should be organized logically, using simple terms and expressions to make statements as concise as possible. Long quotations should be avoided by referring to sources. Illustrations and tables should be kept to a minimum. Accuracy is essential, as is identification of units of measurement. Equations, figures, and tables, when used, should be numbered consecutively.

**\*Acknowledgements**—Acknowledgement of contributing individuals or institutions not mentioned elsewhere can be made in this section.

**Nomenclature List**—The nomenclature list should conform to American National Standards Institute (ANSI) recommendations, and should be in alphabetical order.

**\*Appendices**—If required, appendices should be placed here.

**References**—A list of references should be provided at the end of the paper, and is described in detail in the following section of this handout. References within the text should be cited in numerical order according to their appearance in the text. The reference number should be enclosed in square brackets [1]. In the case of two citations, separate the numbers by a comma with no space between [1,2]. If more than two consecutive citations appear, separate numbers with a dash [1-4].

**Headers and Footers**—Each page should bear a header containing the paper's title and a footer giving the current date, authors' last names and the page number.

## Reference List

References are arranged in numerical order based on their occurrence in the text. Each reference begins with the appropriate numeral enclosed in square brackets, flush with the left margin. All lines of the reference begin at the left margin. References are single-spaced within, and double-spaced between entries.

**Journal articles or papers in other serial publications**—Entries of this type include the name(s) of author(s), year of publication, the full title in quotation marks with first letters capitalized, the abbreviated name of the publication, the volume number (in boldface), the issue number (in parentheses), and the inclusive page numbers of the article preceded by “pp.”

*Basic Format:*

[#] Last, N. N., #####, “Title of Article,” *Abbrev. Journ.*, ##(##), pp. #-#.

*Examples:*

[3] Ning, X., and Smith, B. B., 2002, “On the Sliding Friction Characteristics of Unidirectional Continuous FRP Composites,” *ASME J. Tribol.*, **124**(1), pp. 5-13.

[4] Barnes, M., 2001, “Stresses in Solenoids,” *J. Appl. Phys.*, **48**(5), pp. 2000-2008.

**Textbooks and monographs**—Entries include name(s) of author(s), year of publication, title (in italics), publisher, city of publication, page numbers, and chapter number (include “Chap.”).

*Basic Format:*

[#] Last, N. N., #####, *Book Title*, Publisher, City of Publication, pp. #-##, Chap. ##.

*Example:*

[1] Jones, J., 2000, *Contact Mechanics*, Cambridge University Press, Cambridge, UK, pp. 148-210, Chap. 6.

**Conference papers, compiled proceedings, other collections**—Entries include name(s) of author(s), year of publication, title (enclosed in quotation marks with first letters capitalized), paper number (if any), abbreviated publication title (in italics), initials and last name of editors (followed by “eds.”), publisher, city of publication, volume number (bold face; include “Vol.” if relevant), page numbers.

*Basic Format:*

[#] Last, N. N., #####, “Name of Paper,” ###, *Title*, N. Names, eds., Publisher, City of Publication, #, pp. #-##.

*Examples:*

[8] Lee, Y., 1982, “Structure of Multi-Cellular Natural Convection,” *Proc. 7th Internat. Heat Trans. Conf.*, R. Grigul et al., eds., Hemisphere, Washington, DC, **2**, pp. 221-226.