

American Society of Civil Engineers (ASCE) Documentation Style

Introduction

This guide summarizes the American Society of Civil Engineers (ACSE) documentation style. It is adapted from information published on the *ASCE* web site at <<http://www.asce.org/Content.aspx?id=29605>> and <http://www.asce.org/Content.aspx?id=18695>.

ASCE requires that in-text citations be given using author-date format, as explained below. Works cited are listed in a section titled "References" at the end of the document.

If none of the examples given below are appropriate to the source you are citing, or if you have further questions concerning documentation, consult the *ASCE Publications* information online or in hard copy in the S&T Writing Center, 113 CSF. The tutors in the Writing Center will also be happy to assist you in locating additional information on writing style, journal content, and submission criteria.

In-Text Citations

The names of individual and corporate authors and the year of publication of the cited work are indicated in parentheses immediately following the information to be cited. All citations must correspond to an entry in the reference section.

Basic format:

This is the sentence paraphrased (Author Year).

"This is the sentence quoted" (Author Year).

If author is mentioned in sentence:

Indicate year of publication only in parentheses following the author's name.

Example:

According to Wynham (2003), no additional support is necessary.

Two individual authors:

Include the last name of each author.

Example:

Construction failure is avoidable (Feld and Carper 1977).

Three or more individual authors:

The first author's name is given, followed by "et al." (no italics) and the year.

Example:

Innovative technologies can be used to determine the longevity of key infrastructure features (Fwa et al. 2004).

Multiple works produced by the same author(s) in the same year:

Designate works with sequential lower-case letters appended to the year.

Example:

A writer produces two works in a single year (Smith 2007a).

Institutional authors:

These are treated as individual authors except that they may be abbreviated.

Example:

Previous research was flawed (EERI 1990).

Unpublished material:

Cite in the text as you would any other source (but do not list in references section at the end of the document).

Examples:

Retrofitting existing structures is more cost-effective than rebuilding damaged or destroyed structures (John Smith, email, May 16 1999).

High-strength concrete improves the durability of infrastructure (Jones et al., unpublished manuscript, 2002).

Multiple sources:

Separate multiple source citations with a semicolon.

Example:

The failure type is random (Gardner 2002; Brinkhurst et al. 2008).

Figures, tables, and graphics:

Use figures or tables from other sources *only with the explicit permission of the copyright holder*, and indicate such permission in the citation.

Examples:

Figure 3. Portal crane wheel loads. (AAASHTO 2002, with permission from the American Association of State Highway Transportation Officials).

Table 2. Properties of Typical Diaphragms (Brown and Johnson 2002, with permission from McGraw-Hill).

Note: If an original figure or table is created from data supplied in previously published figures or tables, indicate that the material was adapted from another source.

Example:

Figure 2. Rainfall and groundwater accumulation, by month (Adapted from Campbell and Henry 2004).

References Section

Works cited are listed in the "References" section alphabetically by author (or by book title if no author is listed). The list should be single-spaced within entries and double-spaced between entries. Second and subsequent lines of each entry must be indented three spaces.

Books and Reports

Include author (corporate or individual), date of publication, chapter title (if only one chapter is to be cited), book or report title, edition (if not the first), editor(s) if applicable, location, and page numbers (if only certain pages are to be cited). On first use, institutional authors should be spelled with the acronym following in parentheses. For subsequent uses, the acronym alone may be used. For reports with individual authors, provide the full name (not the acronym) and location of the affiliated institution.

Basic format:

Last, FI. MI. (Year). "Report or Chapter Title." *Book Title*, edition, editor name(s), location, pages.

Examples:

Earthquake Engineering Research Institute (EERI). (1990). "Loma Prieta Earthquake reconnaissance report." *Earthquake Spectra, Rep. Supplement to Volume 6*, Oakland, Ca., 29-48.

Feld, J., and Carper, K. (2007). *Construction failure*, 2nd Ed., Wiley Inc., NY.

Zadeh, L. A. (1981). "Possibility theory and soft data analysis." *Mathematical frontiers of the social and policy sciences*, L. Cobb and R. M. Thrall, eds., Westview, Boulder, CO, 69-129.

Journals

Be sure to double check and include the date, journal name, volume, issue, and page numbers. Note that the journal title may be abbreviated.

Basic format:

Last, FI. MI., and Last, FI. MI. (Year). "Article Title."
Journal Title, Volume(Issue), pages.

Example:

King, S., and Delatte, N. J. (2004). "Collapse of 2000
Commonwealth Avenue: Punching shear case study." *J. Perf. Constr. Facil.*, 18(1),
54-61.

Conference Proceedings

Be certain to note the publisher or sponsor of the conference proceedings, and the location, including country, if outside the United States.

Basic format:

Last, FI. MI. (Year). "Title of Paper or Presentation." Title of Conference, Sponsor,
Location, pages.

Example:

Fwa, T. F., Liu, S. B., and Teng, K. J (2004) "Airport pavement condition rating and
maintenance-needs assessment using fuzzy logic." *Proc., Airport Pavements:
Challenges and New Technologies*, ASCE, Reston, Va., 29-38.

Online Material

Include an author if possible, a copyright date, a title, the web address, and the date the material was accessed or downloaded (in parentheses).

Basic format:

Last, FI. MI. (Year). "Title of page." *Title of site*, <url> (Month Day, Year accessed).

Example:

Burka, L. P. (2002). "A Hypertext History of multiuser dimensions." *MUD history*,
<<http://www.ccs.neu.edu>> (Dec. 5, 2003).

Material In Press

Material awaiting publication should be included in the reference section with the indication "in press."

Basic format:

Last, FI. MI. (Year). "Article Title." *Journal Title*, in press.

Example:

Gibson, W. (2003). "Cyberspace: The postmodern frontier." *J. Comp. in Fiction*, in press.

Unpublished Material

Unpublished material should be cited in the text as shown above, but it should not appear in the references.

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