

**RESPECTING INTELLECTUAL
PROPERTY
AND THE
PROCESS OF ACADEMIC
AND
PROFESSIONAL WRITING**

School of Nutrition,
Ryerson University, Toronto

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INTRODUCTION

Strong communication skills form the foundation upon which professional careers and academic endeavours are built. The development of accurate grammatical, composition, and spelling capabilities is the first step in enhancing one's communication skills. Students can seek support for the development of these skills through written materials (Rosa, Eschholz & Roberts, 1999; McFarlane & Clements, 1994; American Psychological Association, 2001), by accessing Ryerson's Writing Centre, through elective and continuing education courses, and from feedback received from instructors.

Students in Ryerson University's School of Nutrition are strongly encouraged to respect intellectual property by demonstrating the appropriate use of quotations, paraphrasing and referencing formats. **As students and professionals, our words help establish our credibility – therefore, academic honesty is a strongly held value in the School of Nutrition.**

This document, presented in an easy to read question and answer format, provides details on the avoidance of plagiarism, the penalties for plagiarism, appropriate use of quotations, paraphrasing, and various reference formats. The referencing format described by the American Psychological Association is used throughout this document (American Psychological Association, 2001).

CLARIFICATION OF POLICIES AND PENALTIES CONCERNING PLAGIARISM

SECTION A: WHAT IS PLAGIARISM?

1. What is plagiarism?

If you use someone else's ideas in their original form, or changed slightly, but without proper acknowledgement, this is considered plagiarism (Rosa, Eschholz, & Roberts, 1999). For example, if the work of Rosa and colleagues (1999) were not acknowledged through use of an in-text reference in the preceding sentence AND an end-reference (at the end of this document), that would constitute plagiarism. In other words, if you present someone else's words or ideas as your own – that's plagiarism. The Ryerson University Student Code of Academic Conduct (http://www.ryerson.ca/calendar/2002-2003/sec_97.html) defines plagiarism as:

Plagiarism specifically can be understood as: the act of copying, reproducing or paraphrasing significant portions of someone else's published or unpublished material, and representing someone else's thinking as one's own thinking by not acknowledging the appropriate source or by the failure to use appropriate quotation marks. Plagiarism may occur in areas such as, but is not limited to: literary compositions and phrasing, performance compositions, chemical compounds, art works, laboratory reports, design projects, research results, calculations and the results of calculations, diagrams, constructions, computer reports or software, films, tapes, videos and photographs. In addition, it is inappropriate to represent as one's individual writing and/or final product a jointly written or produced submission of any description. Any co-authored submission must be clearly identified as such.

2. What is the penalty for plagiarism for students taking courses through Ryerson University?

Plagiarism is one of many forms of academic misconduct (such as cheating, misrepresentation and submission of false information) that are described in the Ryerson University Student Code of Academic Conduct.

Strict penalties are enforced for students who commit academic misconduct, including plagiarism, at Ryerson University (www.ryerson.ca/acadcouncil). The minimum penalty is a mark of "0" (zero) for the work. It is not possible for a student to drop a course in which misconduct has occurred. Students may fail the course, be required to participate in an Academic Integrity Seminar, or be expelled from the

program or the university. **In all cases of plagiarism, students will have a “disciplinary notice” designation “DN” placed on their academic record and their transcript.**

This notice will appear on the student’s transcripts until **after** graduation or for eight years (whichever comes first). If you have a “DN” designation on your transcript and do not graduate (e.g., do not complete the program in which you are enrolled) the designation will remain on your transcript for eight years. If you wish to read the Student Code of Conduct go to www.ryerson.ca/acadcouncil.

3. What happens if plagiarism is found in work produced by a team of two or more students?

The Student Code of Conduct, effective September 1, 2003, defined the process for dealing with academic misconduct, including plagiarism that may occur in a team project. If an instructor suspects that plagiarism has occurred in a team project, he/she will determine which member(s) of the team are responsible for the material in question and the penalties for plagiarism will be applied to those individuals (www.ryerson.ca/acadcouncil).

4. What happens if I have a ‘disciplinary notice’ on my academic record when I want to apply for internship, teacher’s college, graduate school, scholarships and awards, or other post-graduate opportunities?

Once the disciplinary notice has been placed on your transcript, it will not be removed until **after** you have graduated from the program or for eight years (whichever comes first). Given that students are frequently applying for post-graduate opportunities during their 7th and 8th semesters of study in the Food and Nutrition program, the presence of a disciplinary notice on their transcript would pose a tremendous problem. We recommend that students who find themselves in this position delay their applications for post-graduate opportunities for one year, to allow for the disciplinary notice to be removed by virtue of their graduation from the program. Obviously, students can remove the risk of receiving a disciplinary notice by refraining from academic misconduct.

5. Why does it matter that I use quotations accurately and appropriately?

Using someone else’s words or ideas without properly acknowledging them is **intellectual theft**. How would you feel if you worked hard on an essay and later discovered that someone else had taken your words and included them in their own essay, without giving you credit for your words and ideas? By using quotations appropriately and accurately, we demonstrate that we respect and value other people’s words, ideas, and writing. Section B provides detailed instructions for the proper use of quotations.

SECTION B: HOW TO USE QUOTATIONS IN ACADEMIC WORK

NOTE: the guidelines provided below reflect the proper use of APA format, 5th edition (American Psychological Association, 2001). You will need to format your document(s) using the reference format that has been specified by your instructor (e.g. APA, Journal of Food Science, Harvard Style). See Question #9 for instructions on how to find information concerning other referencing formats.

6. When should I use quotation marks?

Quotation marks (“”) are used whenever you wish to use someone else’s words within an essay or other academic document. Whenever you use quotation marks, you must also provide an accurate citation (see definition below) concerning the source of the quotation. More information on proper use of quotations can be found at <http://www.utoronto.ca/ucwriting/quotations.html>.

7. What’s a “citation”?

A **citation** refers to the use of appropriate in-text and end references. An **in-text reference** is the portion of the citation that appears in the body of your document. An **end reference** is an entry in the section titled “References” that appears immediately after the last page of your document and contains all of the required information concerning every in-text reference that you have used. Typically, end references contain the authors’ name(s), date, title, journal or book title, volume, page number and other information as specified by the reference format that you are following. You must provide end references for every in-text citation that you use. **The end reference list should not contain any references that are not referred to in the body of the document.**

8. If I’m not quoting anybody, why do I have to use in-text and end references in academic work?

References are used in academic work to support key points and important statements. In a sense, references verify the accuracy of the statements you make in your document. By providing references, you demonstrate to the reader that you have thoroughly investigated the topic by seeking information from peer-reviewed scientific literature and other credible sources. Accurate use of referencing also allows interested readers to follow up on key points by accessing the information sources themselves.

9. Which reference format should I use?

The choice of referencing format is determined by conventions within different academic disciplines and specific areas of professional practice. Your instructors will give you guidance concerning which reference format is most appropriate for the type of work you are producing in each course.

It is your responsibility to locate and follow the guidelines for the reference format that you have been required to use within a course. Always ensure that you are using the most current version of the reference guidelines, as guidelines may be updated from time to time.

This document exemplifies the accurate usage of the referencing format as specified by the American Psychological Association (APA) manual, 5th edition (American Psychological Association, 2001).

10. Where can I find the guidelines for different reference formats?

- The reference guidelines for the **American Psychological Association** (APA) are available in the manual listed on the reference page of this document. Please ensure that you follow the guidelines listed in the most recent edition of this document, the 5th edition. The 5th edition of this book is available in the Ryerson University library reserve desk – Reserve item # BF76.7 P82 2001. This book is available for purchase at the Ryerson bookstore and most other bookstores. APA guidelines

for citation of **World Wide Web sources** can be obtained from <http://www.apastyle.org/elecref.html>. Some additional examples of APA format are provided in Appendix A.

- A summary of the reference guidelines for the **Journal of Food Science** are available online at <http://www.ift.org/publications/jfs>. Under “Information for Authors – IFT Scientific Journals – General Style Guide” select either the PDF or HTML format version. Using this path, you will obtain a document containing a summary of instructions for preparation of academic documents according to the referencing format required by the Journal of Food Science. The Journal of Food Science reference format is derived from a document titled “The Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers” (Council of Biology Editors, 1994). If you require more details concerning the Journal of Food Science format, you should consult the CBE manual (Council of Biology Editors, 1994). Note that a 7th edition of this manual will soon be published – you will need to ensure that you are using the **most current edition** of this reference format.
- Referencing guidelines for the **American Journal of Clinical Nutrition** (AJCN) are available online at <http://www.ajcn.org>. Select “Author Services” then “Information for Authors” to access this information.
- Information concerning other reference styles, including the **Harvard Style**, Canadian Medical Association Uniform Requirements, AIP, Turabian and Chicago styles of referencing, can be obtained via a McGill University library website <http://www.library.mcgill.ca/refshelf/citguide/html>.

11. How do I know when a word or words needs to be put in quotation marks and accompanied by accurate citations?

In general, direct quotations should be used **very sparingly** in academic work. Usually, it's best to paraphrase or summarize rather than to quote a source directly. The instances in which the use of direct quotations are appropriate are described below. The examples throughout this document demonstrate appropriate use of quotations. Information that is not uniquely attributable to any specific writer or speaker (meaning that very similar information can be found in numerous other sources) should be paraphrased and supported with accurate citations, but not placed in quotation marks. For example, if you wish to convey information that is readily available in many sources, such as the functions of vitamin A or the organoleptic properties of dairy products, you should consult several sources, construct your own paraphrased account of the information that is relevant to your work, and provide accurate in-text and end-references to support the information that you have conveyed. It is not appropriate to directly reproduce and place quotation marks around this sort of information. Putting this sort of information in your own words demonstrates that you understand and can articulate and integrate the key concepts into your document to convey a meaningful message. Refer to Section C for more information concerning paraphrasing.

It is appropriate to use direct quotations in the following instances:

- If information, words, or terms that have been created by, or used in a new or particularly powerful way by other writers or speakers, deserve to be placed in quotation marks and accompanied by citations.
- If you wish to undertake a detailed analysis of a statement that someone else has made, then it is appropriate to provide a direct quotation of the statement, as a background for your analysis.
- If you wish to underscore the integrity of a position that you are taking in your paper, then it may be appropriate to include direct quotations from experts on the topic who support your viewpoint. Such quotations should be brief and directly relevant to the topic.

12. When should I use quotation marks and accompanying citations?

If you wish to incorporate a **unique phrase or word coined** (or created) by a specific writer or speaker within your document, then you must put it in quotations and provide an accurate citation. In the example

below, the words “neo-tribalism” (Warde, 1997, p. 32) and “gastroanomy” (Fischler, 1988, p. 275) are unique words created by specific authors; therefore, they must appear in quotations and be accompanied by accurate in-text (including page numbers) and end references.

Example:

While some scholars describe current trends in eating habits among North Americans as “neo-tribalism” (Warde, 1997, p. 32), Fischler (1988) contends that the situation is chaotic and best described as “gastroanomy” (p. 275).

13. How should I reference definitions?

If you wish to incorporate a **definition** from another source (that is **less than forty words in length**) into your document, you must use quotation marks and provide accurate citations. You must include the page number(s) on which the definition appears in the source document.

Examples:

While there is no widely accepted definition of ethnicity, Kittler & Sucher (2000) define it as “a social identity associated with shared behaviour patterns, including food habits, dress, language, family structure, and often religious affiliation” (p.5, 6).

AND

Ethnicity has been defined as “a social identity associated with shared behaviour patterns, including food habits, dress, language, family structure, and often religious affiliation” (Kittler & Sucher, 2000, p. 5,6).

If you wish to incorporate a **definition** from another source (that is **more than forty words in length**) into your document, you do not use quotation marks. You must place the quotation in a separate, indented paragraph and provide an accurate citation. You must include the page number(s) upon which the definition appears in the source document, as in the example below.

Example:

Guba and Lincoln (1994) describe the dualist and objectivist epistemology as

The investigator and the investigated “object” are assumed to be independent entities. The investigator is assumed to be both capable of studying the object without influencing it, or being influenced by it, and competent to undertake specific strategies to reduce any threats to validity that are recognized. (p. 110)

Many scholars consider the assumption of objectivity that is fundamental to this perspective to be highly problematic...

14. Do I have to use quotation marks if I want to incorporate something that someone else said into my document, even though there is NO written record of the comment or idea?

Yes. If you quote spoken words, such as ideas voiced by an instructor or classmate, for which there is no written record, you must use appropriate quotation marks and provide an accurate citation for a verbal source (as per the referencing format you are using). According to APA format guidelines (American Psychological Association, 2001), verbal communication for which there is no written record should appear in quotation marks in text and be accompanied by an in-text citation. However, in this case, no end-reference is required, since there is no written source through which readers could access this information.

Example:

While official communications from the Ministry of Foreign Affairs maintain that Canada will not deviate from government policies concerning limitations on the deployment of our peacekeeping troops, Foreign Affairs Minister John Manley has indicated that the government “reserves the right to consider special circumstances” (personal communication, March 19, 2003) that may arise.

15. How do I incorporate something that someone else said into my documents, when there IS a written record of the comment or idea?

If you wish to quote verbal communication for which there is a written record, such as a class discussion relaying ideas contained in course notes prepared by the instructor, then you would cite the material as you would from any other written source, as per the guidelines described throughout this document.

16. Do I have to use quotations and references for information that I get from Internet websites?

YES! Even though the names of the authors of documents and information available on the Internet may not always be readily apparent, this material must still be accurately referenced so that the reader is aware of the original source. Often, no author’s name is provided for information available online. The source must still be properly referenced. The same guidelines for use of quotations described throughout this document apply to information found online. Consult the guidelines for the reference format that you are using for instructions on how to reference materials, including periodicals and scientific journals, that are found online.

Example:

In January 2003, Health Canada formally announced new regulations requiring mandatory nutrition labeling in Canada. Food manufacturers are now able to make diet-related health claims on product packaging, in accordance with specific guidelines (http://www.hc-sc.gc.ca/hpfb-dgpsa/onpp-bppn/labelling-etiquetage/index_e.html).

17. What do I do if I just want to refer the reader to a website?

If you are not paraphrasing or quoting information contained in a website, but simply want to let the reader know that the website exists, just include an accurate in-text reference – it is not necessary to include a citation in the end-reference list.

Example:

Information concerning TD Canada Trust’s web based banking services can be obtained at <http://www.tdcanadatrust.ca>.

18. How much material can I put in quotation marks?

Usually, it is not appropriate to include large segments of material (for example, several sentences) taken directly from other sources within your document, even if you enclose that material in quotation marks and provide an accurate citation. Instead, you should paraphrase the information contained in the segment and provide an accurate citation. Putting someone else’s ideas into your own words not only helps you learn, but it demonstrates to the reader that you understand what you are writing about. See Section C for information concerning paraphrasing.

19. Is it OK to reproduce tables, charts and figures from other sources in my document, as long as I reference them accurately?

Simply inserting tables, figures and charts from other sources in your document and referring the reader to them is not good academic form. This strategy may be interpreted as a way to 'use up space' and may show that you don't have a good grasp of the significance of the information you have quoted. Typically, if you wish to refer to information contained in a table or figure from another source, you should summarize that information in your own words and reference accordingly. If you believe that the table or figure contains information that deserves to be directly reproduced within your document, then you should check the reference format that you are using for the correct manner in which to reference this material AND you should ensure that the body of your document engages in a thorough and meaningful analysis of the information contained in the table or figure. This technique should be used **very sparingly** in academic work.

20. Where can I find more information about the proper use of quotations?

You should consult the guidelines for the reference format that you are using (such as APA format) for detailed instructions concerning the use of quotations. The "Writer's Brief Handbook" (Rosa et al, 1999) also provides guidelines on avoiding plagiarism. More information on proper use of quotations can be found at <http://www.utoronto.ca/ucwriting/quotations.html>.

21. Do I need to reference documents that were created by groups of people or organizations?

Yes. Consult the guidelines for the reference format that you are using for instructions on how to reference 'groups' as authors.

SECTION C: HOW TO PARAPHRASE
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22. What is "paraphrasing"?

To "paraphrase" material is to express it in your own words. Paraphrasing is more than just changing a word here and there or putting a new beginning or end on an existing sentence. Accurate paraphrasing involves the integration of a key concept or main idea from another source (with references) with your own original thoughts. Paraphrasing often involves the integration of your own thoughts. Said another way, when you are writing, you are generally framing an argument or summarizing a position. In effect, you are weaving together concepts and ideas from other sources (and crediting those sources) with your own positions, arguments and interpretations.

Example:

Original sentence:

Glutamine is now considered a conditionally essential nutrient due to its importance as a primary fuel source for lymphocytes and enterocytes.

Examples of unacceptable paraphrasing:

Glutamine is a conditionally essential nutrient because of its importance as a primary fuel source for enterocytes and lymphocytes.

AND

Glutamine is an important fuel source for lymphocytes and enterocytes and for this reason is now known as a conditionally essential nutrient.

Acceptable paraphrasing:

The increased usage of fuels such as glutamine during stress could lead to lower serum levels and the potential for a metabolic state where nutrients are categorized as conditionally essential (Author, date).

Note how the sentence above incorporates concepts from other related areas to make an original statement and acknowledges where the facts came from. If you have questions about plagiarism, read pages 330 - 332 in Rosa and colleagues (1999), check the Ryerson Calendar, or check with your instructor.

23. Are there techniques that I can use while I read to help me paraphrase?

Yes. Appropriate paraphrasing starts with good note taking. While you are reviewing materials in preparation for writing your document, you can use the following strategies to help you develop your paraphrasing skills.

- Read whole paragraphs or sections of documents at a time, think about the main message and the most important points and then make your notes. Reading one or two sentences at a time then making notes may increase the likelihood of plagiarizing.
- While reviewing materials, take accurate notes. After you read a sentence or paragraph, ask yourself what the key points are and write these down in your own words. You could ask yourself “What is the main idea?” or “What is the point of this passage?” or “What is the author’s main message?”
- Do not take notes in the form of direct quotations, unless there is a powerful or noteworthy phrase or sentence that you think you may want to quote directly in your document. In that case, note the page number and put the word or sentence in quotation marks within your notes.
- You may find it helpful to note key points from other sources on one side of a page, then list your own ideas and comments on the other side of the page.
- Sometimes it may seem that the author has expressed his or her ideas in a way that is just perfect – you may struggle to find an alternative way of expressing the idea in your own words. When this happens, you may wish to read on before making your own notes. Often, once you have had a chance to think about the key points the author is making within the larger context of a whole paper or article, it is easier for you to paraphrase. This technique will require re-reading some sections of a paper, but it will greatly enhance your critical thinking skills.

24. Where can I get more information on paraphrasing and summarizing?

Each semester, Ryerson University’s Student Services Centre offers sessions on “Methods of Inquiry” designed to help students develop their critical analysis and writing skills. The following websites provide information on learning to paraphrase:

<http://www.utoronto.ca/ucwriting/paraphrase.html> (University of Toronto)

http://owl.english.purdue.edu/handouts/prints/research/r_paraphr.html (Purdue University)

<http://sja.ucdavis.edu/avoid.htm> (University of California)

<http://www.indiana.edu/~wts/wts/plagiarism.html> (Indiana University)

http://www.turnitin.com/research_site/e_pp_stud_text.html

SECTION D: JOURNAL OF FOOD SCIENCE FORMAT EXAMPLES

25. Where can I find detailed instructions concerning the format guidelines for the Journal of Food Science?

Visit <http://www.ift.org/publications/ifs> and under “Information for Authors – IFT Scientific Journals – General Style Guide” select either the PDF or HTML format version. Using this path, you will obtain a

document containing detailed instructions for preparation of academic documents according to the referencing format required by the Journal of Food Science. A brief summary of this referencing format is provided below. The Journal of Food Science reference format is derived from a document titled "The Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers" (Council of Biology Editors, 1994). If you require more details concerning the Journal of Food Science format, you should consult the CBE manual (Council of Biology Editors, 1994). Note that a 7th edition of this manual will soon be published – you will need to ensure that you are using the **most current edition** of this reference format.

Summary of Journal of Food Science referencing guidelines:

- a) References cited should only be from an **original source** (i.e. peer-reviewed research paper, trade journal article) which **you** have read.
- b) Only references actually cited in the paper are included in the reference section.
- c) Use lower case letters (a, b, c, etc.) following the year to distinguish between different publications of the same author(s) in any one year.
- d) When no author (or editor) is indicated, cite "Anonymous" in the text as well as in the list of references.
- e) DO NOT cite complete titles of works in the text.

Within the text of your paper:

Within the text of your paper, cite literature in one of the following ways:

- With the last name of the author as part of the sentence, immediately followed by year of publication in parentheses.

Examples:

- a) Smith and others (1994) reported growth on mayonnaise...
- b) ... was previously demonstrated by Jones and Thomas (1991).

- With last names of two or fewer authors and year of publication in parentheses, usually at the end of a sentence. Do **not** use a comma before the date.

Example: The starch granules are normally elongated in the milk stage (Brown and Jones 1956).

- To indicate more than two authors, use "and others" instead of "et al" after the name of the first author.

Example: ... was first observed by Smith and others (1991) and later confirmed by Smith and Jones (1994).

In your list of references:

- This section should be titled 'References'.
- Single-space the list and add with an extra line between each reference.
- Arrangement is alphabetical, by the first author(s) last name.
- Single author precedes same author with co-authors.
- Do not rearrange authors' names, cite in same order as in paper.
- Use only initials of first and middle names and always place them after the last name.
- Do not use "and others" in the reference list. List all authors by name.
- Government agencies or similar organizations may be cited as authors: e.g., ACS, AAAS, IFT, USDA.

Order of listing information in the reference section should be as follows:

- ❑ Capitalize only the first letter of all significant words in titles of articles or chapters
- ❑ Do not abbreviate journal titles consisting of a single word.
- ❑ If pages in the source are numbered consecutively, cite only volume number; if not, give the issue in parentheses.
- ❑ Use a colon after the volume number (or issue) and leave no space after the colon.
- ❑ Cite ALL page numbers of the referenced item:
e.g., J Food Sci (56):1461-64, 1475.
Food Technol 45:86, 88, 90-3.

Selected examples of Journal of Food Science referencing style can be found in Appendix B.

References

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APA format

APPENDIX A

ADDITIONAL EXAMPLES OF APA FORMAT

Please note that the examples below include the end-references with the accompanying in-text citations listed below. Remember that you use the end-references in the end reference list and the in-text citations in the body of your document. **For instructions on referencing materials not listed here, please consult the APA manual (5th edition) available at the Ryerson Library Reserve desk (Reserve item # BF76.7 P82 2001).**

- **Article from a journal that uses both volume and issue numbers:**

Subar, A.F., Thompson, F.E., Smith, A.F., et al. (1995). Improving food frequency questionnaires: A qualitative approach to using cognitive interviewing. *J Am Diet Assoc*, 95(7), 781-788.

In-text citation: (Subar et al., 1995).

- **Article from a journal that uses volume number only:**

Teufel, N. (1997). Development of culturally competent food frequency questionnaires. *Am J Clin Nutr*, 65, 1173-1185.

In-text citation: (Teufel, 1997).

- **Journal article, one author:**

Pelto, G. (1981). An anthropological perspective on nutrition. *J Nutr Ed*, 13,1, S12-S15.

In-text citation: (Pelto, 1981)

- **Journal article, two authors:**

Germov, J., & Williams, L. (1996). The epidemic of dieting women: The need for a sociological approach to food and nutrition. *Appetite*, 27, 97-108.

In-text citation: (Germov & Williams, 1996)

- **Journal article, three, four or five authors:**

Huon, G. F., Brown, L., & Morris, S. (1988). Lay beliefs about disordered eating. *Int J Eating Disorders*, 7, 2, 239-252.

In-text citation: The first time this article is referred to, use (Huon, Brown, & Morris, 1988). For subsequent references to this same article, use (Huon et al., 1988).

APA format

- **Journal article, three to six authors:**

Field, A. E., Cheung, L., Wolf, A. M., Herzog, D. B., Gortmaker, S. L., & Colditz, G. A. (1999). Exposure to the mass media and weight concerns among girls. *Pediatrics*, 103(3), 36-41.

In-text citation: (Field et al., 1999)

- **Journal article, more than six authors:**

Treiman, K., Freimuth, V., Damron, D., Lasswell, D., Anliker, J., Havas, S., et al. (1996). Attitudes and behaviors related to fruits and vegetables among low-income women in the WIC program. *J Nutr Ed*, 28, 149-156.

In-text citation: (Treiman et al., 1996)

- **Personal Communications:**

Personal communications are cited in-text only. These citations should be used on a *very limited basis* and do not appear in the end reference list because readers cannot access this communication.

In-text citation:

(J. Paisley, personal communication, June 18, 2004)

- **Groups or institutions as authors:**

Health Canada. (1997). *Canada's Food Guide to Healthy Eating*. (Cat. No. H39-252/1992E). Ottawa: Minister of Public Works and Government Services Canada.

In-text citation: (Health Canada, 1997)

- **Book with no author or editor:**

Merriam-Webster's collegiate dictionary (10th ed.). (1993). Springfield, MA: Meriam-Webster.

In-text citation: (Merriam-Webster's Collegiate Dictionary, 1993).

APA format

- **Chapter in an edited book:**

Harper, A.E. (1999). Defining the essentiality of nutrients. In M.E. Shils, J. A. Olson, M. Shike, & A. C. Ross (Eds.), *Modern nutrition in health and disease* (9th ed.). (pp. 3-10). Maryland: Lippincott Williams & Wilkins.

In-text citation: (Harper, 1999)

- **Journal article retrieved online:**

Generic example:

Author, A. A., Author, B. B., & Author, C. C. (2000). Title of article. *Title of periodical*, volume, issue, page – page. Retrieved month, day, year from source.

In-text citation: (Author, Author, & Author, 2000)

Specific example:

Brown, S., & White, G. (2003). The latest diet craze. *J Diet Crazes* 3(4), 15-26. Retrieved May 3, 2003 from www.jdietcraze.org/publications/may.html.

In-text citation: (Brown & White, 2003)

- **Online document:**

Generic example:

Author, A. A. (2003). *Title of work*. Retrieved month, day, year from source.

In-text citation: (Author, 2003).

Specific example:

Green, B. (2002). *The art of food preparation*. Retrieved June 9, 2003 from www.foodart.org/resources/foodprep.html.

In-text citation: (Green, 2002)

- **Online document with no author identified, no date (n.d.)**

Eating should be fun. (n.d.). Retrieved January 15, 2001 from <http://www.foodcanada.com/articles/food.html>.

In-text citation: (Eating should be fun, 2001).

APA format

APPENDIX B

EXAMPLES OF JOURNAL OF FOOD SCIENCE REFERENCE STYLE

Accompanying *in-text citations* are shown below each end-reference example. Remember that end-references belong on the end reference page, and in-text references are used within the body of your document.

Anonymous

Anonymous. 1994. Food Technology editors honored for excellence. *Food Technol* 48:17-18.

In-text citation: (Anonymous 1994).

Book

Association of Official Analytical Chemists. 1990. *Official Methods of Analysis*, 15th ed. Washington, D.C: Association of Official Analytical Chemists.

In-text citation: (Association of Official Analytical Chemists 1990).

Spally MR, Morgan SS. 1989. *Methods of food analysis*. 2nd ed. New York: Elsevier. p 682.

In-text citation: (Spally and Morgan 1989).

Chapter of an edited book

Acton JC, Dawson PL. 1994. Color as a functional property of proteins. In: Hettiarachy NS, Ziegler GR, editors. *Protein Functionality in Food Systems*. New York: Marcel Dekker, Inc. p 357-81.

In-text citation: (Acton and Dawson 1994).

Journal article/paper

Maniar AB, Marcy JR, Duncan SE. 1994. Modified atmosphere packaging to maintain direct-set cottage cheese quality. *J Food Sci* 59:1305-08, 1327.

In-text citation: (Maniar and others 1994).

Cordle CT. 1994. Control of food allergies using protein hydrolysates. *Food Technol* 48:72-6.

In-text citation: (Cordle 1994).

Patent

Hine WS, inventor. Non-fat cheese sauce. 1989 Feb 3. U.S. patent 5,304,387.

In-text citation: (Hine 1994).

Website

Dairy Farmers of Canada. Milk and gas. Available from http://www.dairyfarmers.ca/engl/health/2_0.asp
Retrieved August 1st, 2002.

In-text citation: (http://www.dairyfarmers.ca/engl/health/2_0.asp)

JFS format