

IEEE citation cheat sheet

from phrasit.com - for engineering, computer science, and technical writing

Where IEEE is required

- IEEE journals and conference papers
- Most ACM journals
- Engineering / CS theses at most universities
- Technical reports

Paper format

- 12pt Times New Roman by default (varies by publisher template)
- Numbered citations in square brackets [1], [2], in order of appearance
- References listed in citation order (NOT alphabetical)

In-text citations

- Single reference: Smith [1] showed that... or the result [1]
- Multiple at one point: [1], [3]-[5]
- Quote with page: as Smith argued [1, p. 42]
- Re-use: cite the same [1] every time the same reference appears (no ibid)

Reference list rules

- Title References left-aligned, often bold
- Numbered list [1], [2], ... in order of appearance
- Hanging indent (number left, text wraps under text)
- Author format: J. Smith (first initial + last name)
- Journal / book titles italic; article titles plain text (no quotation marks)

Journal article

[1] J. Smith and A. Jones, "Article title," *Journal Name*, vol. 12, no. 3, pp. 45-67, Mar. 2024.

- Italicize journal; comma-separated fields.

Conference paper

[2] J. Smith, "Paper title," in *Proc. 2024 IEEE Conf. Name, Location, 2024*, pp. 100-105.

- Use 'Proc.' for Proceedings.

Book

[3] J. Smith, *Book Title*, 2nd ed. Publisher, 2024.

- Italicize book title; include edition if not first.

Book chapter

[4] J. Smith, "Chapter title," in *Book Title*, A. Editor, Ed. Publisher, 2024, pp. 100-150.

- Capitalize 'Ed.' after editor.

Website

[5] J. Smith. "Page title." Site Name. <https://...> (accessed Mar. 14, 2024).

- Always include accessed date.

Technical report

[6] J. Smith, "Report title," Org Name, Report No. ABC-123, 2024.

- Include report number when listed.

Standard

[7] IEEE Standard for Software Quality Assurance Processes, IEEE Standard 730, 2014.

- Italicize standard title.

Patent

[8] J. Smith, "Patent title," U.S. Patent 1,234,567, Mar. 14, 2024.

- Include country, number, grant date.

8 common IEEE mistakes

1. Using (Author, 2024) style. IEEE uses bracketed numbers [1].
2. Alphabetizing the reference list. IEEE lists in citation order.
3. Spelling out first names. IEEE uses initials.
4. Quoting article titles. IEEE uses plain text with sentence case.
5. Italicizing article titles. Only journal and book titles are italic.
6. Forgetting issue numbers for journals: include vol. 12, no. 3.
7. Wrong month abbreviations. IEEE uses: Jan., Feb., Mar., Apr., May, June, July, Aug., Sept., Oct., Nov., Dec.
8. Missing access date for web sources. IEEE requires (accessed Date, Year).