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• References are numbered in alphabetical order in the Bibliography, and referred to by number in the text. This style will cause major problems if references are added during the preparation of the manuscript. If using the number method, each number is enclosed by a bracket, [1] [4] [8].
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[Smith78] Smith, H. W., and K. Basa, 1978...
[Smith86] Smith, H. W., and K. Basa, 1986...

• For the same first author, entries must be listed alphabetically by the second author’s last name. For example, [Smith 92] and [Smith 88] in the text are listed in the Bibliography as:

[Smith 88] Smith, H. W., and R. Ambrosini, 1988...
[Smith 92] Smith, H. W., and K. Basa, 1992...

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William Jones, Lectures on Thesis Preparation 210, as cited by Coulton.

In such a case, only “Coulton, G. C. Documentation. Boston: Pelican Books, 1957.” will appear in the Bibliography entry. If there are any further issues regarding the correct format for in-text citations and/or bibliographical entries, refer to one of the following style manuals:


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