QUICK REFERENCE CITATION FORMAT
For AMA Manual of Style, 10th ed, 2007

Listed below are some of the more commonly used citations depicting the correct citation format; however, these are examples only and they are not from the AMA Manual of Style, 10th ed. unless indicated. More recent editions of the below source may have been published. Refer to other examples and explanations in AMA Manual of Style: A Guide for Authors and Editors. 10th ed. New York: Oxford Press; 2007.

Article in Journals
Typical entry for journal article

Note: If the journal does not have a volume or issue number, use the issue date.

Typical entry for journal with more than 6 authors (If more than 6 authors, list first 3, then et al)

Issue with supplement (the basic format)

Note: if there is no suppl number, leave it blank, e.g., (1)(suppl):S5-S10.

Editorials or letters (place the article type in brackets [ ])

Committee, group or organization

No author
Pediatric studies become costlier; Congress may make them less profitable. Prescr Pharm and Biotechnol: Pink Sheet. 2007;69(12):23-24.


Books
Book with one author or editor


Book with two or more authors/editors


Chapter in book

Note: See FAQ section for citing multiple pages of a book with chapters.


Books compiled by group, agency or committee (no author or editor)


Print Serial Books that are updated (include no publication date, only page number after colon)


Other Published Material
Package Insert

Newspapers

Electronic Media
Online Package Insert

Note: the above is the official online package insert from the manufacturer, not a patient product/counseling notice. The date (October 2007) is the last modification date, normally found at the end of the package insert file.
Online Journals (journal article) on Internet

Note: the above citation is without page numbers; some online journals have inclusive page numbers, thus, use same format, but include pages after the colon; e.g., :733-736.

Epub Ahead of Print

Note: Ahead of Print citations can be difficult. If the volume, issue number, date, or pages of the print information are known, include what is known after the journal title and year (e.g., Chest. 2007; vol (issue #):page(s).

Internet-based Book (eBook)

Note: Some Internet books will not have page numbers because of the HTML (HyperText Markup Language) format; if so, omit page numbers at the end of the citation.


Note: In the print version of this book, Berardi RR appears to be listed as just an author, but is actually the editor in chief.


Important comment about electronic books with AccessPharmacy: When one clicks on the “Textbooks” link at the top of AccessPharmacy Web page, all these electronic books are published by McGraw-Hill and the publisher’s location is New York. The edition number, e.g., 8e is listed with the title of the book; however, the publication date is imbedded within the “Copyright” link of the book. The “How to cite this chapter” links are useful for obtaining chapter authors and title, but do not use this format to cite the full chapter/book, because it is not according to the AMA Manual of Style format.

General Internet
Note: The basic format for Web sites is: Author(s), if give and many times there are none; title of the specific item cited, if any; name of the Web site; URL; published and/or update, if any; accessed date.


Created by Dr. Bob Schrimsher, Professor
Drug Information Center
McWhorter School of Pharmacy
Samford University
Last edited: May 31, 2012
Internet Drug Information Databases

Note: AMA does not illustrate an all-inclusive citation example of drug information databases, thus the following examples are created by the author for clarification. Basically, a citation should include the following: Drug Name. In: (Specific database title) Online. Publication city (publication state or country): Publisher. [drug updated year month day; access date]. URL.


Note: update is last entry in References, labeled as “Last Modified.”


Software (CD)

Note: Dates associated with various software may be updates or file dates or some other indication of currency.


CD-ROM on Book

Note: books on CD closely follows the citation format of a book or monograph with the key difference of including the medium in brackets after the title [CD-ROM].


Other Databases

Salpeter SR, Greyber E, Pasternak GA, Salpeter EE. Risk of fatal and nonfatal lactic acidosis with
metformin use in type 2 diabetes mellitus. John Wiley & Sons. Inc., Hoboken: NJ. Cochrane Database of

**Personal Communication, e.g., conversations, letters, email, lectures, etc.**
Place personal communication citation in the text with no citation number, e.g., “In a conversation with
A.B. Smith, MD (March 2003)....” Or “According to a letter from A.B. Smith, MD (March 2003)....” Or
“According to the manufacturer (A.B. Smith, PhD, oral communication, March 2003), the drug was
approved in the US in March 2003.”

The author should give the date of the communication and indicate whether it was oral or written;
Furthermore, often the affiliation of the person is helpful to better establish the relevance and authority of
the citation. Citing lectures is basically the same, e.g., “According to Dr. Schrimsher (PubMed
lecture, Sep 2003, Samford University, McWhorter School of Pharmacy), controlled vocabulary should
always be used first prior to searching any database.”

**FAQs (Frequently Asked Questions) regarding citations.**
*Can I cite an article that is in the reference section (or cited) of the article I am currently reading?*
Generally, you should not do this, that is, cite an article that is cited within another article.
The rule is to cite exactly where you are obtaining the material and thus, pointing to the reader to
where the information is, in case the reader desires to read and/or obtain the material you have
cited.

*Where in the book is the best place to find the exact authors/editors, publisher, date of publication, etc?*
Generally, every book has a distinctive “title page” which depicts authors or editors, publisher
and location, and edition. The date of publication (or copyright date) is sometimes at the bottom
of the title page, but most often, it is the next page and the exact location varies; however, for the
most part, it will appear as “©Copyright, 2002,” then the publisher. If there is no clear
author/editor(s) on the title page, it is a good indication that the publisher is the author. Editorial
staffs, associate editors, editorial assistants, are not considered the editor, thus no author/editor
will be cited. For example, The Merck Index, 13th edition, book lists an editorial staff of seven
persons, including a senior editor, editor emeritus, etc., however, none of these individuals would
be cited as the “editor.”

*What is the rule for citing page numbers if the book uses separate pagination within each chapter?*
Follow the style used in the book; see the Mosby citation as an example. To separate the "thru"
pages, use the "en dash" symbol (depicted as –).

*How do I cite books with editor in chief?*
If a book has only an editor in chief and no other editors, then list only the editor in chief (ed in
chief). If a book lists an editor in chief, plus other editors (not associate editors, but designated
editors), list the editors in order they appear on the title (or other) pages. Normally, the editor in
chief will be listed first, followed by the other editors.
How do I cite software?
Software need not be cited in the reference section if it is mentioned only in passing or is available without charge via the Internet (e.g., shareware or freeware). However, if the reference is to using software for analysis purposes, e.g., SPSS or Excel, then a citation must be included.

How do I cite an author that has “Junior” with their name?
Cite the name as follows: Wallace RJ Jr, Smith AB, Jones SU III, ...

Which city do I cite when the publisher lists several city locations?
Cite the first city listed. For example, if New York, Paris and London were listed as the publisher’s locations, cite New York, which was the first depicted on the title page of the book.

Must I use a registered trademark (®) when I cite/use that particular item, e.g., drug brand name?
Guidance: The new AMA manual of style edition (10th) specifically states that a trademark (e.g., ®, TM or SM) should not be used in scientific journal articles or references, but the initial letter of a trademarked word should be capitalized.

How do I cite multiple page numbers using only one source?
The AMA Manual stipulates that if the author wants to cite different places (or basically more than one set of pages) in the text from the same source (of a book only, not a journal article), the page numbers are included in the superscript citation and the source appears only once in the list of references. (This is not the same as inclusive pages, which is explained below) Additionally, when the source is listed in the references, no page numbers are included after the publication date (see next example regarding multiple pages in more than one book chapter). For example: Schrimsher^6(p3),10 reported 10 drugs that have been withdrawn by their manufacturers.

How to cite a book with two or more chapter authors and also simultaneously citing multiple pages from the same source (book)
The AMA Manual does not illustrate a clear example regarding this issue; thus, to cite multiple pages from many (more than one) chapters by different authors, list a separate citation for each chapter cited.
For example, suppose I need to cite multiple pages from two authored chapters in Nelson textbook of pediatrics. An example of the running text:

Prober^1(p751) examines several causes for infant central nervous infections; furthermore, Pickering^2(pp765-767) found similar causes for pediatric gastroenteritis.

References

Note that both chapter citations come from the same source (Nelson Textbook of Pediatrics) and both would be listed separately in the reference section. Also, neither lists page numbers after the publication date because they are already shown with the citation number in superscript in the body text. Furthermore, this method applies only to citing multiple pages from a single source.

What are inclusive pages?
Inclusive pages are pages with a dash between them, e.g., 10-15. Inclusive pages are considered a single cited entity, especially regarding books, which essentially tells the reader that the information cited is contained between the inclusive pages, and that the reader would literally
have to read the inclusive pages to either find or understand what is being cited. Inclusive pages should not be confused with multiple page citations discussed earlier, they are two separate functions and purposes. Inclusive pages are generally used for citing concepts, discussions, etc. Do not substitute inclusive pages when you are essentially referring to a paragraph or few sentences on a single page. Pages cited should be as close as possible to the actual material you are referencing; furthermore, when citing inclusive pages, do not omit any page digits after the dash, e.g., 115-116.

**Reproducing Tables and Figure**

**Copyright permission**
If you (student) are going to recreate/reproduce a table or figure from another source and insert it verbatim (exactly as is) into you assignment paper, you **do not** have to obtain copyright permission from the copyright holder; however, you still have to cite the source which the table/figure came from and provide the copyright statement in parenthesis. (See bottom of example in Table 4 below.) The statement (*If this paper were submitted for publication, copyright permission for reproduction of this table/figure would have to be obtained.*) must be added.

**Citing**
Citation(s) for the table/figure can be for the entire table or portions of the table, using an alphabetical order (a-z) footnote method. The superscripted letters (see Table 4 below) are placed in the title of the table if the entire table is verbatim from the source; or if only a portion of the table is from another source, eg, a cell or column, then place the superscripted notation by that cell, data point, or column, as appropriate. See page 90, example, T7, *AMA Manual of Style*, 10th ed, for other examples.

**Table Footnotes**
According to the new AMA manual of style, symbols as footnotes in tables and figures are no longer used. For both tables and figures, footnotes are now indicated as **superscript lowercase letter in alphabetical order (a-z)**. According to the new AMA manual, the font should be large enough to see clearly, but without appearing to be part of the actual data in the table/figure. Thus, the first footnote would be superscripted a, then b, c...z. See example in the below table regarding footnotes. Table 4 has been reproduced with permission from the *Drug Information Journal*; the table footnotes are fictitious, in that they were not in the original data/publication. This is for illustration purposes only.

<table>
<thead>
<tr>
<th>Table 4. Availability of Personal Data (or Digital) Assistants (PDAs) by Pharmacy Type (n=604)*</th>
<th>Retail/Community (n=480)*</th>
<th>Hospital/Mental Health (n=74)</th>
<th>Other (n=50)</th>
<th>Total (n=604)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PDA Use</strong> (count)</td>
<td>82</td>
<td>24</td>
<td>12</td>
<td>118</td>
</tr>
<tr>
<td><strong>% Yes</strong></td>
<td>17.1%*</td>
<td>32.4%</td>
<td>24.0%</td>
<td>19.5%</td>
</tr>
<tr>
<td><strong>No (count)</strong></td>
<td>398</td>
<td>50</td>
<td>38</td>
<td>486</td>
</tr>
<tr>
<td><strong>% No</strong></td>
<td>82.9%*</td>
<td>67.6%</td>
<td>76.0%</td>
<td>80.5%</td>
</tr>
</tbody>
</table>

Abbreviations: PDA, Personal Data Assistant

*Data from Schrimsher, Freeman, Kendrach,15
*Totals may not equal to 480 due to missing data/surveys.
*Percentages may not equal 100% due to unanswered/missing data.

(If this paper were submitted for publication, copyright permission for reproduction of this table/figure would have to be obtained.)

Explanations:

Created by Dr. Bob Schrimsher, Professor
Drug Information Center
McWhorter School of Pharmacy
Samford University
Last edited: May 31, 2012
If more than one abbreviation, place a semi-colon after first explanation.
The superscript "a" acknowledges that data the complete data is from another source; thus is the first indicated. Furthermore, the citation number 15 would match that citation number in the reference section. Footnotes "b" and "c" are not cited because they are explanatory notes for clarification or indicating important information about the table to the reader.
The last notation in parenthesis (copyright permission) in the example of Table 4 above is to be added for each table or figure. This statement must be included if the paper is any type of student paper, assignment, which includes Phrd 615-616 projects. If this statement is not included, then a permission statement from the copyright holder must be indicated.

(The following permission statement is not part of the above Table 4.) Data from Schrimsher R, Freeman, MK, Kendrach, M: “A Survey of Drug Information Resources in Alabama Pharmacy Facilities, Table 4 (Drug Inf J 2006; 40(1):56. Copyright 2006, Drug Information Association.

Secondary Citations
A secondary citation is where the manuscript author desires to refer to an article, which actually appears in another (or “secondary “) article/source. This practice should occur only when the desired original source cannot be obtained or is not readily available.

The text would read something like this: “According to a study by Cauley, the results indicated…” Or “According to a study by Cauley, as cited by Acheson, the results indicated…” The focal point of the sentence is Cauley’s study, but the “secondary” source of where the actual material is cited from is Acheson.

(Note: the above citation is directly from AMA Manual of Style, 2007, p61.)