

**OFFICE OF THE CONTROLLER OF EXAMINATIONS:  
TEZPUR UNIVERSITY: NAPAAM: TEZPUR 784028**

**NOTIFICATION**  
F.21-18/2/2008 (Acad)  
Dated 26<sup>th</sup> May, 2010

It has been observed that the bibliographies of the syllabi proposed by the departments are prepared according to different conventions. This gives rise to lack of uniformity in the style of the reference. The University has adopted the following convention for preparing the bibliographies of the syllabi to make it uniform for all programmes of studies of the university. Accordingly, it is desired that this convention is followed by all concerned.

References are each numbered, ordered sequentially as they appear in the text. When cited in the text, reference numbers are superscript, not in brackets unless they are likely to be confused with a superscript number.

Only articles that have been published or submitted to a named publication should be in the reference list; along with a list of authors (or initials if any of the authors are co-authors of the present contribution).

Published conference abstracts, numbered patents and preprints on recognized servers may be included in reference lists, but text, grant details and acknowledgements may not.

All authors should be included in reference lists unless there are more than five, in which case only the first author should be given, followed by '*et al.*'

The following style may be followed for preparing the reference lists.

- Authors should be listed surname first, followed by a comma and initials of given names.
- Titles of articles cited in reference lists should be in upright, not italic text; the first word of the title is capitalized, the title written exactly as it appears in the work cited, ending with a full stop. Book titles are italic with all main words capitalized. Journal titles are italic and abbreviated according to common usage.
- Volume numbers are bold. The publisher and city of publication are required for books cited.
- References to web-only journals should give authors, article title and journal name as above, followed by *url* in full - or *doi* if known - and the year of publication in parentheses.
- References to websites should give authors if known, title of cited page, *url* in full, and year of posting in parentheses.

Examples:

- (1) For Book:
  - (i) Cott, H.B. *Adaptive Coloration in Animals* (Methuen & Co LTD, London, 1940)
  - (ii) Meinhardt, H. *Models of Biological Patter Formation* (Academic Press, 1982)

(2) For articles:

- (i) Bard, J.B.L. A model for generating aspects of zebra and other mammalian coat patterns, *J. Theor. Biol.* **93**, 363-385 (1981)
- (ii) Parichy, D.M. *et al* Mutational analysis of *endothelin receptor b1 (rose)* during neural crest and pigment pattern development in the zebrafish *Danio rerio*. *Dev. Biol.* **227**, 294-306 (2000)

Further, this convention shall be adopted for preparing the bibliographies of the theses submitted by the students for award of Ph.D. degree also.

Issued with due approval.

Sd/-B. Sahariah  
Controller of Examinations

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