Literature Survey : wrapping up

NPTEL Module
Importance of References

- Typographical errors due to manual entries to be avoided
- All publications cited in the document are to be listed at the end of the document
- Style of referencing to be customized as per the standard format of University / Journal
- Sequencing to be taken care of automatically while editing the document

|                  | Article | Thesis |
|------------------|---------|--------|
| Chapters         | X       | √      |
| (Sub)Sections    | √       | √      |
| Referring Figures| √       | √      |
| List of Figures  | X       | √      |
| Referring Tables | √       | √      |
| List of Tables   | X       | √      |
| Cited Reference List | √      | √      |
| Size of Document | 2 – 20 pages | 50 – 200 pages |
| No. of References| 10-30   | 100-300|

LaTeX and Microsoft Word can take care of these

Adding captions to Figures and Tables and using them to cross-refer
Soft skills needed

✓ Using BibTeX referencing in Latex: BibTeX format

✓ Using Bibliography Citations in Microsoft Word: XML format
✓ Using endnote entries in Microsoft Word: Manual entry of references
Referencing using BibTeX in LaTeX

• Keep the “*.bib” file containing your reference data in the same folder as your “*.tex” file that contains your article. Ensure the Bibtexkey field is unique for all entries.

• Use the command `\bibliography{}` to point to the reference data.

• Use the command `\bibliographystyle{}` to choose the style of referencing.

• Cite a reference using the command `\cite{bibtexkey}` where appropriate in your tex file.

• Use the sequence “LaTeX → BibTeX → LaTeX → LaTeX” to compile your tex file.
Here we have a brief demo of BibTeX use
Referencing using Bibliographic Sources in Microsoft Word

• Convert your “*.bib” file to “*.xml” file using JabRef

• Using the menu “References → Manage Sources”, open the Source Manager Dialogue. Use the “Browse...” button to select the “*.xml” file you just created.

• Select and copy all the references from left side to the current list by clicking “Copy →” button. Close the dialogue.

• You can now cite a reference at any location in your article by clicking “References → Insert Citation” and choosing the reference.

• At the bottom of the text, use “References → Bibliography → References” to insert a list of cited references.

• Once you are done writing the article, do not forget to open the Source Manage Dialogue again and remove the unused reference from the current list by deleting them.

• Update the Reference List and you are done.
Here we have a brief demo of Word + Bibliographic Sources
Referencing using manual endnote entries in Microsoft Word

• At any location in your article, use the menu “References → Insert Endnote” to insert a reference details at the end of the article manually.

• Use “References → Cross-reference” to refer to same document again at a later point in your article.

• Use the “Footnote and Endnote” dialogue to change the numbering Format from Roman to Arabic.

• Use the menu “View → Draft”, “References → Show Notes”, Pick “Endnote Separator” from the drop down menu at the bottom and delete it.

• Use the “Home → Styles” to open the Styles dialogue and click on Style Inspector button to identify the style used for endnote reference. In the Style Inspector dialogue, use the Modify link to change the Font appearance of endnote reference.
Here we have a brief demo of Word + Endnote entries
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