



7th edition

Common Reference Examples

This guide contains common examples of APA Style references. Section numbers indicate where to find the examples in the *Publication Manual of the American Psychological Association* (7th ed.). Note that some section numbers are different in the *Concise Guide to APA Style* (7th ed.).

More information on references and reference examples appear in Chapters 9 and 10 of the *Publication Manual* and *Concise Guide*. Also see the [reference examples](#) on the APA Style website.

Journal Article (Section 10.1)

Niepel, C., Hausen, J. E., Weber, A. M., & Möller, J. (2025). Understanding mean-level and intraindividual variability in state academic self-concept: The role of students' trait expectancies and values. *Journal of Educational Psychology*, 117(5), 772–788. <https://doi.org/10.1037/edu0000946>

Online Magazine Article (Section 10.1)

Thomson, J. (2022, September 8). Massive, strange white structures appear on Utah's Great Salt Lake. *Newsweek*. <https://www.newsweek.com/mysterious-mounds-great-salt-lake-utah-explained-mirabilite-1741151>

Print Magazine Article (Section 10.1)

Nicholl, K. (2020, May). A royal spark. *Vanity Fair*, 62(5), 56–65, 100.

Online Newspaper Article (Section 10.1)

Bernstein, J. (2024, June 3). The man who couldn't stop going to college. *The New York Times*. <https://www.nytimes.com/2024/06/03/magazine/benjamin-bolger-college-harvard-yale.html>

Print Newspaper Article (Section 10.1)

Reynolds, G. (2019, April 9). Different strokes for athletic hearts. *The New York Times*, D4.

Blog Post (Section 10.1)

Rutledge, P. (2024, April 23). Are tweens too young for digital literacy? *Dr. Pam: Living With Media*. <https://www.pamelarutledge.com/are-tweens-too-young-for-digital-literacy/>

Authored Book (Section 10.2)

Levenson, H., Jinich, S., Vaz, A., & Rousmaniere, T. (2025). *Deliberate practice in emotionally focused couple therapy*. American Psychological Association. <https://doi.org/10.1037/0000436-000>

Edited Book Chapter (Section 10.3)

Zelege, W. A., Hughes, T. L., & Drozda, N. (2020). Home–school collaboration to promote mind–body health. In C. Maykel & M. A. Bray (Eds.), *Promoting mind–body health in schools: Interventions for mental health professionals* (pp. 11–26). American Psychological Association. <https://doi.org/10.1037/0000157-002>

Online Dictionary Entry (Section 10.3)

American Psychological Association. (2018). Internet addiction. In *APA dictionary of psychology*. <https://dictionary.apa.org/internet-addiction>

Report by a Group Author (Section 10.4)

World Health Organization. (2025). *Global report on neglected tropical diseases*. <https://iris.who.int/server/api/core/bitstreams/9c4655d8-3671-4503-ae51-4a80bb44d5e0/content>

Report by Individual Authors (Section 10.4)

Winthrop, R., Ziegler, L., Handa, R., & Fakoya, F. (2019). *How playful learning can help leapfrog progress in education*. Center for Universal Education at Brookings. https://www.brookings.edu/wp-content/uploads/2019/04/how_playful_learning_can_help_leapfrog_progress_in_education.pdf

Press Release (Section 10.4)

American Psychological Association. (2024, April 11). *People who use willpower alone to achieve goals, resist temptation, deemed more trustworthy* [Press release]. <https://www.apa.org/news/press/releases/2024/04/people-who-use-willpower>

Conference Session (Section 10.5)

Davidson, R. J. (2019, August 8–11). *Well-being is a skill* [Conference session]. APA 2019 Convention, Chicago, IL, United States. https://irp-cdn.multiscreensite.com/a5ea5d51/files/uploaded/APA2019_Program_190708.pdf

Dissertation From a Database (Section 10.6)

Horvath-Plyman, M. (2018). *Social media and the college student journey: An examination of how social media use impacts social capital and affects college choice, access, and transition* (Publication No. 10937367) [Doctoral dissertation, New York University]. ProQuest Dissertations and Theses Global.

Preprint Article (Section 10.8)

Latimier, A., Peyre, H., & Ramus, F. (2020). *A meta-analytic review of the benefit of spacing out retrieval practice episodes on retention*. PsyArXiv. <https://psyarxiv.com/kzy7u/>

Data Set (Section 10.9)

O'Donohue, W. (2017). *Content analysis of undergraduate psychology textbooks* (ICPSR 21600; Version V1) [Data set]. Inter-university Consortium for Political and Social Research. <https://doi.org/10.3886/ICPSR36966.v1>

Film or Video (Section 10.12)

Mann, K. (Director). (2024). *Inside out 2* [Film]. Pixar Animation Studios.

TV Series Episode (Section 10.12)

Dippold, K. (Writer), & Trim, M. (Director). (2011, April 14). Fancy party (Season 3, Episode 9) [TV series episode]. In G. Daniels, H. Klein, D. Miner, & M. Schur (Executive Producers), *Parks and recreation*. Deedle-Dee Productions; Fremulon; 3 Arts Entertainment; Universal Media Studios.

Webinar (Section 10.12)

Lee, C., McAdoo, T., & Denny, S. (2023). *APA Style seventh edition refresher for instructors* [Webinar]. American Psychological Association. <https://apastyle.apa.org/instructional-aids/tutorials-webinars>

YouTube Video (Section 10.12)

Above The Noise. (2017, October 18). *Can procrastination be a good thing?* [Video]. YouTube. <https://www.youtube.com/watch?v=FQMwmBNNOnQ>

Song or Track (Section 10.13)

Nirvana. (1991). Smells like teen spirit [Song]. On *Nevermind*. DGC.

Radio Broadcast (Section 10.13)

Hersher, R. (2020, March 19). *Spring starts today all over America, which is weird* [Radio broadcast]. NPR. <https://www.npr.org/2020/03/19/817237429/spring-starts-today-all-over-america-which-is-weird>

Podcast Episode (Section 10.13)

Santos, L. (Host). (n.d.) Psychopaths and superheroes (No. 1) [Audio podcast episode]. In *The happiness lab with Dr. Laurie Santos*. Pushkin Industries. <https://www.happineslab.fm/season-2-episodes/episode-1>

Infographic (Section 10.14)

American Psychological Association. (n.d.). *Data sharing* [Infographic]. <https://www.apa.org/pubs/journals/data-sharing-infographic.pdf>

PowerPoint From a Classroom Website (Section 10.14)

Mack, R., & Spake, G. (2018). *Citing open source images and formatting references for presentations* [PowerPoint slides]. Canvas@FNU. <https://fnu.onelogin.com/login>

X Post (Section 10.15)

Obama, B. [@BarackObama]. (2024, May 17). *Today marks 70 years since the Supreme Court handed down its landmark decision in Brown v. Board of Education, outlawing* [Post]. X. <https://x.com/BarackObama/status/1791540592238874953>

Open Educational Resource (Section 10.16)

Fagan, J. (2024, February 7). *Nursing clinical brain*. OER Commons. Retrieved April 8, 2025, from <https://www.oercommons.org/authoring/53029-nursing-clinical-brain/view>

Webpage (Section 10.16)

Taras, Z. (2024, May 30). *Situational irony can be funny, tragic or even terrifying*. HowStuffWorks. <https://entertainment.howstuffworks.com/arts/literature/situational-irony.htm>

Webpage on a News Website (Section 10.16)

Volpe, A. (2024, June 3). *How the self-care industry made us so lonely*. Vox. <https://www.vox.com/even-better/350424/self-care-isolation-loneliness-epidemic>

Webpage With a Retrieval Date (Section 10.16)

Worldometer. (n.d.). *Current world population*. Retrieved October 17, 2025, from <https://www.worldometers.info/world-population/>



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Last updated October 20, 2025

More information on APA Style can be found in the *Publication Manual of the American Psychological Association* (7th ed.) and the *Concise Guide to APA Style* (7th ed.).

CITE THIS HANDOUT:

American Psychological Association. (2025). *APA Style common reference examples guide*. <https://apastyle.apa.org/instructional-aids/reference-examples.pdf>

We thank Traci Giuliano, of Southwestern University, for providing the inspiration for this content.

CHICAGO REFERENCING STYLE GUIDE

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REFERENCING

Referencing acknowledges the sources that you use to write your essay or assignment paper. Please see the section of this guide regarding intellectual honesty and plagiarism.

Citations are used throughout your writing to acknowledge the sources of your information. The full details of the citations are listed at the end of your assignment paper in a **Bibliography**.

It is important to first consult your unit outline, lecturer or tutor for the preferred citation style for each unit you undertake.

ACADEMIC HONESTY AND PLAGIARISM

At Western Sydney University plagiarism falls within the framework of the **Student Misconduct Rule** and its **associated guidelines**.

Further information about the importance of academic honesty is available on the Library **website**.

ABOUT THE CHICAGO STYLE

The Chicago citation style is used widely for academic writing in the humanities, social sciences and natural sciences. There are two formats of referencing within the Chicago style. One is **notes-bibliography** and the other **author-date**. This guide shows examples for the notes-bibliography format only, which uses a numerical system of footnotes or endnotes with a Bibliography. The author-date format is similar to the Harvard style and is detailed in the official *Chicago Manual of Style (CMOS)*.

Examples of the most common types of citations used by students are included in this guide. It is based on the *Chicago Manual of Style 17th Edition*, which is available online via the Library catalogue. If you are unable to find the referencing example, you require in this guide, more examples can be found on the website at *Notes and Bibliography: Sample Citations*.

http://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-1.html

For further support, please contact the Library:

o Phone 02 9852 5353

o Email <https://library.westernsydney.edu.au/main/help/contact-us>

o Online Librarian <https://library.westernsydney.edu.au/main/guides/referencing-citation/i%3aCite>

o I:Cite <http://library.westernsydney.edu.au/main/guides/referencing-citation/i%3aCite>

REFERENCING SOURCES WITHIN THE TEXT OF THE PAPER

Throughout the text of your paper you must acknowledge the sources used in your writing. Whenever you present a statement of evidence such as a quote, or when you use someone else's ideas, opinions or theories in your own words (paraphrasing), you must acknowledge your sources.

The Chicago notes-bibliography style is a numbered system whereby authorship is acknowledged using a number to represent the reference. The reader can follow this in-text number to the corresponding number in the footnote or endnote.

Citation numbers should be inserted in superscript to the right of commas and full stops, and to the left of colons and semi-colons.

This guide shows examples for a footnotes-bibliography structure. In the case of most assignment papers and essays where footnotes and a bibliography are used, the footnote citation details can be quite brief because the full details can be found in the Bibliography. Endnotes (or both footnotes **and** endnotes) may be used in a large document where non-citation related notes may be required. For more information on combining the use of footnotes and endnotes see **CMOS section 14.43**. Check the requirements of your unit or School in regard to using footnotes and endnotes.

Below are some examples of how to cite sources within the text of your paper.

When you summarise the general idea of a source in your own words, you must cite the author or body responsible for the work. A new number is used for each citation, even for a previously cited source.

Every time you wish to cite a source, place the number at the end of the sentence or end of the clause e.g.

...and Mullan described narration thoroughly.¹

The narration of works can be divided into the two types,² however others suggest...

If you directly provide **fewer than 100 words or 8 lines** of a quote, enclose the quotation by **double** quotation marks within the text e.g.

Mullan explained that tone should be "anti-solemn".³

Note: Page number(s) for quotes should be provided in the footnote. See examples throughout this guide.

If the quotation is **greater than 100 words or 8 lines** it should be displayed in an indented block without quotation marks. Other quotes that could be offset include poetry, letters or groups of short quotations.

Mullan stated,

James is making an argument about a singular novel, but that last phrase is evidence enough of his disdain for the form in general. He expresses this elsewhere in his criticism and correspondence, notably in an extraordinary letter to H. G. Wells. In 1911 Wells had sent James a copy of his latest novel, *The New Machiavelli* (1911), which is narrated in the first person.⁴

FOOTNOTES

As the full details of a source are given in the Bibliography, citations in footnotes can be given in shortened form. The shortened form consists of the author's surname, title (shortened if more than four words) and page, if available. The page reference in a footnote should sit directly after the citation. The box below represents the footnote section of a page. See how the citation for Sylwester is repeated below; cited in footnotes 10, 12, 14 and 15. The abbreviation **Ibid.** is used when a reference has been cited in the footnote **immediately** preceding as in footnote 15.

10. Sylwester, *Adolescent Brain*, 62.
11. Mullan, *How Novels Work*, 41.
12. Sylwester, *Adolescent Brain*, 75.
13. Anderson and Poole, *Assignment and Thesis Writing*, 65.
14. Sylwester, *Adolescent Brain*, 29.
15. Ibid., 116.

To cite two or more references together place them in a footnote using only one number to represent them in text. Separate the references in the footnote using a semi-colon and place them in the order in which they appear in the text. Indent the first line of each footnote 1.27cm or 5 spaces from the left margin.

Mullan provides examples of different genres while Anderson and Poole focus on academic writing.¹¹

11. Mullan, *How Novels Work*, 41; Anderson and Poole, *Assignment and Thesis Writing*, 65

Please note, this guide contains footnote examples for short citations only. If you are instructed by your academic to provide a full reference in the footnote, the first time a work is cited please refer to the examples in the I:Cite tool <http://library.westernsydney.edu.au/main/guides/referencing-citation/i%3aCite>

BIBLIOGRAPHY

A Bibliography is a list of the full details of all the sources you cited in your paper. In the Chicago style the bibliography starts on a separate page at the end of your assignment paper and is titled **Bibliography**. The Bibliography contains details of the sources used in writing your paper and can include works not cited in your paper that you consulted in your research.

All sources appearing in the Bibliography must be ordered **alphabetically by surname** of the first author or title if no author is identified.

Works by the same author/s are listed alphabetically by title. Bibliographies with only one author are ordered chronologically.

The name of the first author is inverted (i.e. *Margot Broadman* to *Broadman, Margot*); subsequent author's names are given in the form in which they appear in the original source publication.

The bibliography should be **double spaced** and **hanging indents** used for each entry. A hanging indent is where the first line starts at the left margin and subsequent lines are indented about 5 spaces or 1.27cm. There are no line spaces between references.

Italics is the preferred format for titles of books, journals and videos. However, article and chapter titles are **not** italicised; these are put in double quotation marks. **Capitalisation** within the Chicago style requires all major words to be first letter upper case.

More detailed information on bibliographies can be found in **CMOS section 14.21–23**

Example of a bibliography:**Bibliography**

Anderson, Jonathan, and Millicent E. Poole. *Assignment and Thesis Writing*. 4th ed. Milton, Qld.: John Wiley & Sons, 2001.

Craven, Ian, ed. *Australian Cinema in the 1990s*. London: Frank Cass, 2001.

Este, J., C. Warren, L. Connor, M. Brown, R. Pollard, and T. O'Connor. *Life in the Clickstream: The Future of Journalism*. Media Entertainment and Arts Alliance, 2008.
http://www.alliance.org.au/documents/foj_report_final.pdf.

Ferres, Kay. "Idiot box: Television, Urban Myths and Ethical Scenarios." In *Australian Cinema in the 1990s*, edited by Ian Craven, 175-88. London: Frank Cass, 2001.

Hansen, Anders, Simon Cottle, Ralph Negrine, and Chris Newbold. *Mass Communication Research Methods*. Basingstoke: Macmillan, 1998.

Jackson, Debra, Angela Firtko, and Michael Edenborough. "Personal Resilience as a Strategy for Surviving and Thriving in the Face of Workplace Adversity: A Literature Review." *Journal of Advanced Nursing* 60, no. 1 (2007): 1-9. <https://doi.org/10.1086/525508>.

Knowles, Malcolm S. "Independent Study." In *Using Learning Contracts*, 73-122. San Francisco: Jossey-Bass, 1986.

Merriam-Webster's Collegiate Dictionary. 10th ed. Springfield, MA: Merriam Webster, 1993.

Mullan, John. *How Novels Work*. Oxford: OUP, 2006. Proquest Ebook Central.

Sylwester, Robert. *The Adolescent Brain: Reaching for Autonomy*. Heatherton, Victoria: Hawker Brownlow Education, 2008.

Younger, Paula. "Using the Internet to Conduct a Literature Search." *Nursing Standard* 19, no. 6 (2004): 45-51.

ELECTRONIC ITEMS

Electronic sources should be referenced in the same format as that for a “fixed-media source”, such as a book, with the DOI (digital object identifier) included at the end as a URL, e.g.

<https://doi.org/10.1080/10.1201/b15592>. If a DOI is not available, provide the direct URL if the item is freely accessible or the name of the database if access is restricted, e.g. subscribed library database. A **stable URL** may also be used for restricted access. Many databases have options to create stable URLs – look for terms like ‘Permalink’, ‘Bookmark URL’, ‘Embed/Link’.

Access dates are required for sources viewed online when a published date is not provided. Chicago style also allows access dates if instructed by your academic in cases where websites are subject to change. An access date is placed before the URL in a reference e.g.

Atkin, M. “Bermagui Forest Disputed Turf.” *The Hack Half Hour*. November 13, 2008. Podcast, 13:10. Accessed April 2, 2009. <http://www.abc.net.au/triplej/hack/notes/>.

REFERENCING SECONDARY SOURCES

The Chicago style discourages the use of secondary sources and advises that authors should always consult the primary source of information, except where the primary source is unavailable. Although not preferable, you may sometimes need to quote or paraphrase a source (A) that is referred to within another source (B). Details of the original source and the secondary source should be cited in your paper.

For example, the book you are using is written by Smith who quotes another author called Jones. In your essay, you wish to use Jones’ idea. In the footnote you should acknowledge Jones **and** Smith, e.g.

Jones agreed that the experiment “failed to confirm this hypothesis”.¹

or

The experiment “failed to confirm this hypothesis”.¹

Provide all known details of the primary source (as given by the secondary source) *and* details of the secondary source in the footnote. Names are not inverted in footnotes. e.g.

1. Chris Jones, *Hypotheses*, 2008, quoted in Jack Smith, *Analysing Hypotheses* (Penrith: Western Sydney University, 2009), 29.

Provide the details of the primary and secondary source in the bibliography e.g.

Jones, Chris. *Hypotheses*. 2008. Quoted in Jack Smith. *Analysing Hypotheses*. Penrith: Western Sydney University, 2009, 29.

BOOKS AND BOOK CHAPTERS

SINGLE AUTHOR

Bibliography	Sylwester, Robert. <i>The Adolescent Brain: Reaching for Autonomy</i> . Heatherton, Victoria: Hawker Brownlow Education, 2008.
Footnote	1. Sylwester, <i>Adolescent Brain</i> , 89.

TWO OR THREE AUTHORS

Bibliography	Anderson, Jonathan, and Millicent E. Poole. <i>Assignment and Thesis Writing</i> . 4th ed. Milton, Qld.: John Wiley & Sons, 2001.
Footnote	2. Anderson and Poole, <i>Assignment and Thesis Writing</i> , 65.

FOUR OR MORE AUTHORS

Bibliography	Hansen, Anders, Simon Cottle, Ralph Negrine, and Chris Newbold. <i>Mass Communication Research Methods</i> . Basingstoke: Macmillan, 1998. <i>Note: Invert only the first author's name e.g. surname, first name.</i>
Footnote	3. Anders et al., <i>Mass Communication Research Methods</i> , 104. <i>Note: In the footnote, if an item has more than three authors you may abbreviate the remaining authors as 'et al.' ('and others').</i>

NO AUTHOR (INCL. DICTIONARY OR ENCYCLOPEDIA)

Bibliography	<i>Merriam-Webster's Collegiate Dictionary</i> . 10th ed. Springfield, MA: Merriam Webster, 1993.
Footnote	4. <i>Merriam-Webster's</i> , 11.

EDITED BOOK

Bibliography	Craven, Ian, ed. <i>Australian Cinema in the 1990s</i> . London: Frank Cass, 2001.
Footnote	5. Craven, <i>Australian Cinema</i> , 25.

CHAPTER OR ARTICLE IN BOOK

Bibliography	Knowles, Malcolm S. "Independent Study." In <i>Using Learning Contracts</i> , 73-112. San Francisco: Jossey-Bass, 1986.
Footnote	6. Knowles, "Independent Study," 79.

CHAPTER OR ARTICLE IN AN EDITED BOOK

Bibliography	Ferres, Kay. "Idiot box: Television, Urban Myths and Ethical Scenarios." In <i>Australian Cinema in the 1990s</i> , edited by Ian Craven, 175-88. London: Frank Cass, 2001. <i>See also CMOS section 14.108 on how to cite several contributions by different authors from the same book.</i>
Footnote	7. Ferres, "Idiot Box," 179.

E-BOOK

Bibliography	Mullan, John. <i>How Novels Work</i> . Oxford: OUP, 2006. ProQuest Ebook Central. <i>If a DOI is available, include it as a URL at the end of the reference, e.g. https://doi.org/10.1086/884652. If there is no DOI and the book is accessed via a library database, add the name of the database. If the e-book has no DOI and not available via a library database add the URL at the end.</i>
Footnote	8. Mullan, <i>How Novels Work</i> , chap. 2, Recollections. <i>When a work is not paginated use chapter or paragraph number (if available) section heading or descriptive phrase. If the document is small and searchable, locators may be omitted. For more information on page location in electronic format and online see CMOS sections 14.160 and 14.161</i>

JOURNAL ARTICLES, NEWSPAPER ARTICLES AND CONFERENCE PAPERS

The format for more than one author is the same for all sources including journal articles, therefore, refer to the examples for books in this guide.

JOURNAL ARTICLE (PRINT VERSION)

Bibliography	Younger, Paula. "Using the Internet to Conduct a Literature Search." <i>Nursing Standard</i> 19, no. 6 (2004): 45-51. <i>Chicago style only includes the issue number (e.g. no. 6) for special/theme issues, or where the pagination does not continue throughout the volume, i.e. starts from 1 in each issue. Month or issue date is preferred over issue number.</i>
Footnote	9. Younger, "Using the Internet," 45-47.

JOURNAL ARTICLE (FULL-TEXT FROM ELECTRONIC DATABASE)

Bibliography	Jackson, Debra, Angela Firtko, and Michael Edenborough. "Personal Resilience as a Strategy for Surviving and Thriving in the Face of Workplace Adversity: A Literature Review." <i>Journal of Advanced Nursing</i> 60, no. 1 (2007): 1-9. https://doi.org/10.1111/j.1365-2648.2007.04412.x. <i>If a DOI is available add the URL prefix https://doi.org, no further location elements are required. If no DOI is available, provide the name of the database or a stable URL.</i>
Footnote	10. Jackson, Firkto and Edenborough, "Personal Resilience," 3.

NON-ENGLISH JOURNAL ARTICLE TRANSLATED INTO ENGLISH

Bibliography	Von Der Luhe, I. "I Without Guarantees: Ingeborg Bachmann's Frankfurt Lectures on Poetics." Translated by MT Kraus. <i>New German Critique</i> 8, no. 27 (1982): 31-56.
Footnote	11. Von Der Luhe, "I Without Guarantees," 36.

NEWSPAPER ARTICLE

Bibliography	<i>Note: In the Chicago style, newspaper articles are more commonly cited in notes than in a Bibliography. Include all details in the footnote. Chicago does not recommend using page numbers for newspaper articles but a section number or edition could be included. For an article available on the internet, include the URL. If the online content is subject to change such as breaking news provide a time stamp and if instructed by your lecturer, an access date. e.g. ... 3:55 pm. EST, accessed July 27, 2014, http://smh.com...</i>
Footnote	12. H. Berkovic, "Handouts May Not be Sent: Tax Office Seeks Quick Resolution of High Court Challenge," <i>Australian</i>, March 31, 2009. 7. Jason Samenow, "Storm Warning: High Winds," <i>Washington Post</i>, January 21, 2016, 3:55 p.m. EST, https://www.washingtonpost.com/news/capital-weather-gang/wp/2016/01/21/.

NEWSPAPER ARTICLE (FROM ELECTRONIC DATABASE)

Bibliography	<i>Note: Newspaper articles are more commonly cited in notes than in the Bibliography. Include all details in the footnote. If a stable URL is not available use the name of the database instead. (for more examples see CMOS section 14.191 – 14.200)</i>
Footnote	13. WC. Wentworth, "Why We Need a Permanent Base on the Moon," <i>Sydney Morning Herald</i> , January 24, 1984, Sydney Morning Herald Archives.

ARTICLE (FROM THE INTERNET)

Bibliography	Cooper, D. "Native Ant May Stop Toad in its Tracks." <i>ABC Science</i> , March 31, 2009, http://www.abc.net.au/science/articles/2009/03/31/2530686.htm?site=science&topic=latest .
Footnote	14. Cooper, "Native Ant".

PROCEEDINGS OF MEETINGS AND SYMPOSIUMS, CONFERENCE PAPERS

Bibliography	Boardman, Margot. "Learning Communities Contribution to Educational Improvement: Joint Participation for Mutual Gain in Early Childhood Education." Paper presented at the <i>International Education Research Conference AARE/NZARE</i> , Auckland, New Zealand, November 30 – December 3, 2003. http://aare.edu.au/03pap/boa03496.pdf .
Footnote	15. Boardman, "Learning Communities", 13.

OTHER MATERIALS

INTERVIEW UNPUBLISHED/ PERSONAL COMMUNICATION

Bibliography	<i>Unpublished interviews or personal communications are only cited in footnotes; they are not listed in Bibliographies. All details are provided in the footnote</i>
Footnote	Interview conducted by yourself: 1. Graham Strong (pastor, Wayfare Chapel), interview by author, May 5, 2014. Interview conducted by another person: 2. Nellie Melba, interview by Albert Smith, September 1924, Oral History Archive, National Library, Australia. Personal email. Begin with the name of the sender: 3. Graham Strong (pastor, Wayfare Chapel), email message to the author, May 23, 2014. If source is referred to again use the short form: 7. Melba, interview.

ONLINE LECTURE / LECTURE NOTES

Bibliography	<i>Avoid citing lectures where possible. It is better to go directly to the source. Ask your lecturer for a bibliography of their lecture or check your unit's Readings and Resources list.</i> <i>Lectures are only cited in footnotes; they are not listed in Bibliographies unless advised by your tutor or lecturer.</i>
Footnote	Face to face lecture: 24. Stan Dyer, "Introduction" (lecture, 101033 Modernism, Western Sydney University, Penrith. January 10, 2014). Recorded lecture: 26. Stan Dyer, "History of Modernism," lecture, 101033 Modernism, Western Sydney University, May 26, 2014, webinar, MPEG copy, 0:40:37, https://vuws.westernsydney.edu.au/webapps/blackboard/execute/handle=lecture=vie <i>If the file can be downloaded provide the file name and length of recording. For lecture notes provide the file type e.g. PDF or PowerPoint after the title.</i>

MUSIC SCORE

Bibliography	Mozart, Wolfgang Amadeus. <i>Sonatas and Fantasies for the Piano</i>. Prepared from the autographs and earliest printed sources by Nathan Broder. Rev. Ed. Bryn Mawr, PA: Theodore Presser, 1960.
Footnote	27. Mozart, <i>Sonatas and Fantasies</i>.

ARTICLE/CHAPTER FROM UNIT READER

Bibliography	Rousseau, Jean-Jacques. "The Reveries of the Solitary Walker." In <i>Text and History 100598 Unit Reader</i>. Compiled by Annette Smith 33-46. Penrith: University Western Sydney, 2014. Originally published in Walter Kelly trans. and John Flinders ed., <i>The Collected Writings of Rousseau</i>, (London: George Pell & Sons, 1938). <i>If the work has come from the public domain e.g. public website, use the words ... reprinted from Walter Kelly, ... If original publication details are not provided then treat as a chapter in an edited book or consult your lecturer.</i>
Footnote	31. Rousseau, "Reveries of the Solitary Walker", 35.

VIDEO (FROM THE INTERNET)

Bibliography	SouthLanarkshireTV. "In Focus: Forest Kindergarten." YouTube video, 5:42. August 13, 2010. https://www.youtube.com/watch?v=g8WWrRzf7ZU&list=TLEXvO6QPfFaLk. <i>Cite non-conventional formats of author names and words e.g. YouTube as they appear in the source. 5:42 indicates the length of the video.</i>
Footnote	35. SouthLanarkshireTV, "In Focus: Forest Kindergarten."

AUDIO (FROM THE INTERNET)

Bibliography	"Allegro Molto Appassionato," <i>Violin Concerto in E minor, Op. 64</i>. Performed by Franziska Fröh (violin) with the Fulda Symphony Orchestra, Grosser Saal der Orangerie Fulda, March 18, 2001, 13 min., 27 sec. https://commons.wikimedia.org/wiki/File:Felix_Mendelssohn_Violinkonzert_e-moll_1._Allegro_molto_appassionato.ogg. <i>If the audio visual item is a downloadable file, include the format after the date before the URL or access date if one is used e.g. ...November 4, 2006. MPEG, http://www...</i> <i>The reference can be formatted under the title of the recording or the composer/performer depending on which is most important to the discussion.</i> <i>For a database provide a stable URL or the name of the database e.g. Music Online.</i>
Footnote	36. "Allegro Molto Appassionato."

THESIS

Bibliography	Fayadh, Khalad Hamad. "The legal regulation of assisted reproductive technology in Iraq: Lessons from the Australian approach." PhD thesis, Western Sydney University, 2015. http://handle.uws.edu.au:8081/1959.7/uws:32383. <i>A thesis is treated as not published or informally published therefore the title is not italicized</i>
Footnote	31. Fayadh, "Legal regulation," 6.

UNPUBLISHED WORKS OR DOCUMENTS (ARCHIVED MANUSCRIPTS OR LETTERS)

Bibliography	<i>Note: Archived unpublished works such as manuscripts and letters are often stored in microform or in online databases. Add the format type and URL to the reference as required. Private documents are detailed only in the note if the sources are not retrievable as with personal communication.</i> Matthews, Race. Letter and photographs from the Hon Race Mathews, MLA to Hon. E.G. Whitlam AC, QC, September 1, 1985. Accessed October 21, 2009. http://cem.uws.edu.au/R/YHLSR23PA4CH-00346?func=results-jump-full&set_entry=000005.
Footnote	33. Matthews to Whitlam, 1 September 1985, Letter.

WEB PAGE /DOCUMENT ON THE INTERNET

Bibliography	Document on the internet: Este, J., C. Warren, L. Connor, M. Brown, R. Pollard and T. O'Connor. <i>Life in the Clickstream: The Future of Journalism</i>. Media Entertainment and Arts Alliance, 2008. http://www.alliance.org.au/documents/foj_report_final.pdf. Document on the internet, no author, no date: <i>Developing an argument</i>. Princeton Writing Centre. Accessed May 12, 2014. http://web.princeton.edu/sites/writing/Writing_Center/WCWritingResources.htm. Web page on the internet, no author no date: “Swim with Whales: An Unforgettable Wildlife Encounter.” WDCS International. Accessed November 18, 2014. http://whales.org/encounters/big_whales. <i>When there is no publication or modified date use the access date. They may also be used if instructed by your academic in cases where websites are subject to change.</i> <i>For further information and examples on webpages and websites see CMOS section 14.206 and 14.207.</i>
Footnote	37. Este et al., <i>Life in the Clickstream</i>. 38. <i>Developing an Argument</i>. 39. “Swim with whales.”

For further assistance with referencing please contact the **Library** on 9852 5353.

**Imperial College
London**

Citing & Referencing: Harvard Style



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There are many styles that can be used for referencing. When you are given coursework or dissertation guidelines, check which style of referencing your lecturer or department asks you to use. If you don't check, and you use a style that is not the one stated in your guidelines, you could find you lose marks.

This guide introduces you to the Harvard referencing style, which uses an 'author-date' approach. If your lecturer or department does not ask you to use any particular style, we would recommend using Harvard. It's easy to learn, simple to use, and when you get stuck, there is lots of advice available to help you out.

When you begin your research for any piece of work, it is important that you record the details of all the information you find. You will need these details to provide accurate references, and to enable you to locate the information again at a later date, should it be necessary to do so. Section 6 of this guide will help you identify what information you need, regardless of which referencing style you choose to use.

1. WHAT IS REFERENCING?

It is a method used to demonstrate to your readers that you have conducted a thorough and appropriate literature search, and reading. Equally, referencing is an acknowledgement that you have used the ideas and written material belonging to other authors in your own work. As with all referencing styles, there are two parts: citing, and the reference list.

2. WHY SHOULD I REFERENCE?

Referencing is crucial to you to carry out successful research, and crucial to your readers so they can see how you did your research. Knowing why you **need** to reference means you will understand why it is important that you know **how** to reference.

1. Accurate referencing is a key component of good academic practice and enhances the presentation of your work: it shows that your writing is based on knowledge and informed by appropriate academic reading.
2. You will ensure that anyone reading your work can trace the sources you have used in the development of your work, and give you credit for your research efforts and quality.
3. If you do not acknowledge another person's work or ideas, you could be accused of plagiarism.

Plus your lecturers are very keen to see good reference lists. Impress them with the quality of the information you use, and your references, and you will get even better marks.

3. WHAT SHOULD I REFERENCE?

You should include a reference for all the sources of information that you use when writing or creating a piece of your own work.

4. WHAT IS A CITATION?

When you use another person's work in your own work, either by referring to their ideas, or by including a direct quotation, you must acknowledge this in the text of your work. This acknowledgement is called a citation. When you are using the Harvard style, your citation should include:

1. The author or editor of the cited work
2. The year of publication of the cited work

5. HOW DO I WRITE CITATIONS USING THE HARVARD STYLE?

There are a number of rules relating to citations depending on the number of authors of a work, and if you are citing a quotation.

5.1 Citing one author

A recent study investigated the effectiveness of using Google Scholar to find medical research (Henderson, 2005).

or

Henderson (2005) has investigated the effectiveness of Google Scholar in finding medical research.

5.2 Citing two or three authors

If the work has two or three authors, include all names in your citation. For more than three authors, see section 5.3.

Recent research indicates that the number of duplicate papers being published is increasing (Errami & Garner, 2008).

Evidence shows that providing virtual laboratory exercises as well as practical laboratory experience enhances the learning process (Barros, Read & Verdejo, 2008).

5.3 Citing four or more authors

If the work has four or more authors/editors the abbreviation 'et al.' should be used after the first author's name. It is also acceptable to use 'et al.' after the first author if the work has three authors.

Social acceptance of carbon capture and storage is necessary for the introduction of technologies (van Alphen et al., 2007).

5.4 Citing works by the same author written in the same year

If you cite a new work which has the same author and was written in the same year as an earlier citation, you must use a lower case letter after the date to differentiate between the works.

Communication of science in the media has increasingly come under focus, particularly where reporting of facts and research is inaccurate (Goldacre, 2008a; Goldacre, 2008b).

5.5 Citing from chapters written by different authors

Some books may contain chapters written by different authors. When citing work from such a book, the author who wrote the chapter should be cited, not the editor of the book.

5.6 Secondary referencing

Secondary references are when an author refers to another author's work and the primary source is not available. When citing such work the author of the primary source and the author of the work it was cited in should be used.

According to Colluzzi and Pappagallo (2005) as cited by Holding et al. (2008) most patients given opiates do not become addicted to such drugs.



Secondary referencing

You are advised that secondary referencing should be avoided wherever possible and you should always try to find the original work. If it is not possible to obtain the original work please note that you reference the secondary source not the primary resource, only reference the source that you have used.

5.7 Citing a direct quotation

If a direct quote from a book, article, etc., is used you must:

- Use single quotation marks (double quotation marks are usually used for quoting direct speech).
- State the page number

Simons, Menzies and Matthews (2001) state that the principle of effective stress is ‘imperfectly known and understood by many practising engineers’ (p.4).

5.8 Citing an image/illustration/table/diagram/photograph/figure/picture

You should provide an in-text citation for any images, illustrations, photographs, diagrams, tables or figures that you reproduce in your work, and provide a full reference as with any other type of work.

They should be treated as direct quotes in that the author(s) should be acknowledged and page numbers shown; both in your text where the diagram is discussed or introduced, and in the caption you write for it.

In-text citation:

Table illustrating checklist of information for common sources (Pears & Shields, 2016:p.21).

or

‘Geological map of the easternmost region of São Nicolau’ (Ramalho et al., 2010:p.532).

5.9 Citing from works with no obvious author

If you need to cite a piece of work which does not have an obvious author, you should use what is called a ‘corporate’ author. For example, many online publications will not have individually named authors, and in many cases the author will be an organisation or company.

A national strategy is creating a framework to drive improvements in dementia services (Department of Health, 2009).

If you are unable to find either a named or corporate author, you should use ‘Anon’ as the author name.

5.10 Citing from multimedia works

If you need to cite a multimedia work, you would usually use the title of the TV programme (including online broadcasts) or video recording, or title of the film (whether on DVD or video) as the author. If a video is posted on YouTube or other video-streaming service then you should reference the person that uploaded the video (note this might be a username). Therefore, your citation should use the title that you identify as the author.

5.11 Citing from an interview or personal communication

Always use the surname of the interviewee/practitioner as the author.



If there is no author

Be careful: if you cannot find an author for online work, it is not a good idea to use this work as part of your research. It is essential that you know where a piece of work has originated, because you need to be sure of the quality and reliability of any information you use.

5.12 Tips on good quotation practice

Quotations longer than two lines should be inserted as a separate, indented paragraph.

Smith (2004) summarises the importance of mathematics to society and the knowledge economy, stating that:

‘Mathematics provides a powerful universal language and intellectual toolkit for abstraction, generalization and synthesis. It is the language of science and technology. It enables us to probe the natural universe and to develop new technologies that have helped us control and master our environment, and change societal expectations and standards of living.’ (p.11)

or

A recent UK report summarised the importance of mathematics to society and the knowledge economy, stating that:

‘Mathematics provides a powerful universal language and intellectual toolkit for abstraction, generalization and synthesis. It is the language of science and technology. It enables us to probe the natural universe and to develop new technologies that have helped us control and master our environment, and change societal expectations and standards of living.’ (Smith 2004: p.11)

If you want to insert a long quotation (over two lines) but do not want to include all of the text, you can remove the unnecessary text and replace with '...'.

As summarised by Smith (2004):

‘Mathematics provides a powerful universal language and intellectual toolkit for abstraction, generalization and synthesis ... It enables us to probe the natural universe and to develop new technologies that have helped us control and master our environment, and change societal expectations and standards of living.’ (p.11)

You should only do this when you use a quotation taken from one paragraph.

Smith (2004) provides a number of reasons as to why mathematics is important, stating that it is:

‘a powerful universal language and intellectual toolkit for abstraction, generalization and synthesis ... [and] enables us to probe the natural universe and to develop new technologies that have helped us control and master our environment, and change societal expectations and standards of living.’ (p.11)



Inserting words

When you use quotations within your text, sometimes you may want to insert one or two words in the quotation so that your complete sentence is grammatically correct. To indicate that you have inserted words into a quotation, these have to be enclosed in square brackets.

Writing skills

At your academic level you will be expected to develop your writing skills, and this includes being able to discuss and demonstrate an understanding of other people's work and ideas in your own words. This is called paraphrasing. It is much better to paraphrase than to use many quotations when you write.

Using the
Harvard style

6. HOW DO I WRITE A REFERENCE?

To write your own references you need different bits of information about each item that you read when you are researching a piece of work. These bits of information are called 'bibliographic' information.

For all types of references the key bits of information you need to start with are:

1. Author or editor
2. Date of publication/broadcast/recording
3. Title of the item

This will form the basis of each reference you have to write. You may find that some items are not as straightforward as others, so be aware of the following:

1. **Author/editor:** This means the primary (main) person who produced the item you are using. If you are using a website or web page, and there isn't an author, you can use what is called a 'corporate author'. This will usually be the name of the organisation or company to whom the website or web page belongs.
2. **Date of publication/broadcast/recording:** This means the date the item was produced. It is usually a year, but if you are using a newspaper article, an email, or a television recording, you will have to include a full date (day/month/year) in your reference.
3. **Title of the item:** This means the primary (main) title of the item you are using. That sounds very obvious, but have a look at a web page and try to work out what the main title is. We would advise common sense in this situation – you have to identify the key piece of information that describes what you have used, and will allow the reader of your work to identify that information.

The following table tells you about some of the variations you should look for when you are collecting your reference information.

	1. Primary author/editor	2. Date of publication	3. Primary title of item
Email	Name of the person who wrote the email	The full date the email was sent: day/month/year	Subject of the email. This may include RE: or FWD:
Journal article	Name of the person or persons who wrote the article	The year the journal issue was published	Title of the article (not the title of the journal)
Newspaper article	Name of the journalist, or if there is no journalist name, the name of the newspaper	The full date on which the article was published: day/month/year	Title of the article (not the title of the newspaper)
Website	This can be tricky. Use an individual name if you can find one, or the name of the organisation or company to whom the website belongs	Usually the current year, the year when the website was last updated, or the latest date next to the copyright statement/symbol	Title of the website
Web page	This can be tricky. Use an individual name if you can find one, or the name of the organisation or company to whom the website belongs	Usually the current year, but if the web page has a full date of publication, you may also need that: day/month/year	Title of the web page. You will need to use the title of the website if the web page doesn't have an individual title
TV broadcast	Title of the programme, or if the programme is part of a series, use the series title	The year the programme was broadcast	Title of the programme (it does not need to be written twice if you used it as the author information)
Personal interview	Name of the person being interviewed	The full date on which the interview took place: day/month/year	No title needed
Book chapter	Name of the author of the chapter	The year the book was published	Title of the book chapter (not the title of the book)

Depending on the type of material you want to reference you will also need other bits of information, such as:

- Name of publisher
- Place of publication
- Page numbers
- Volume number
- Issue number
- URL (website or web page address)
- DOI (Digital Object Identifier – for published outputs)
- Title of conference proceedings
- Report number
- Book or conference editor (if not your primary author)
- Book or conference title (if not your primary title)
- Journal title (the **journal article title** will be your primary title)
- Date of access (for online material)

The more references you have to write, the more familiar you will be with what you need to know. If you are unsure, check our guides, ask us, or check with your lecturers.

7. HOW DO I WRITE A REFERENCE LIST?

This is your list of all the sources that have been cited in the assignment. The list is inclusive showing books, journals, etc., listed in one list, not in separate lists according to source type.

- The list should be in alphabetical order by author/editor.
- Books, paper or electronic journal articles, etc., are written in a particular format that must be followed.
- Your reference list contains all the items you have cited or directly quoted from.
- When you have used more than one piece of work by the same author, in your reference list you should list the works in date order, beginning with the most recently published work.

8. EXAMPLE OF A REFERENCE LIST

Barros, B., Read, T. & Verdejo, M. F. (2008) Virtual collaborative experimentation: an approach combining remote and local labs. *IEEE Transactions on Education*. 51 (2), 242–250. Available from: doi:10.1109/TE.2007.908071.

Department of Health. (2009) *Living well with dementia: a national dementia strategy*. Available from: www.gov.uk/government/publications/living-well-with-dementia-a-national-dementia-strategy [Accessed 4th June 2015].

Errami, M. & Garner, H. (2008) A tale of two citations. *Nature*. 451 (7177), 397–399.

Goldacre, B. (2008a) Dore – the media’s miracle cure for dyslexia. *Bad Science*. Weblog. Available from: <http://www.badsience.net/2008/05/dore-the-medias-miracle-cure-for-dyslexia/#more-705> [Accessed 19th June 2015].

Goldacre, B. (2008b) Trivial Disputes. *Bad Science*. Weblog. Available from: <http://www.badsience.net/2008/02/trivial-disputes-2/> [Accessed 19th June 2015].

Henderson, J. (2005) Google Scholar: A source for clinicians? *Canadian Medical Association Journal*. 172 (12), 1549–1550.

Holding, M. Y., Saulino, M. F., Overton, E. A., Kornbluth, I. D. & Freedman, M. K. (2008) Interventions in Chronic Pain Management. 1. Update on Important Definitions in Pain Management. *Archives of Physical Medicine and Rehabilitation*, 89 (3, Supplement 1), S38–S40.

Pears, R. & Shields, G. (2016) *Cite them right: the essential referencing guide*. Palgrave study skills. 10th ed. Basingstoke, Palgrave Macmillan.

Ramalho, R., Helffrich, G., Schmidt, D.N. & Vance, D. (2010) Tracers of uplift and subsidence in the Cape Verde archipelago. *Journal of the Geological Society*. 167 (3), 519–538. Available from: doi:10.1144/0016-76492009-056.

Simons, N. E., Menzies, B. & Matthews, M. (2001) *A Short Course in Soil and Rock Slope Engineering*. London, Thomas Telford Publishing. Available from: <http://www.myilibrary.com?ID=93941> [Accessed 18th June 2015].

Smith, A. (2004) *Making mathematics count: the report of Professor Adrian Smith’s inquiry into post-14 mathematics education*. London, The Stationery Office.

Van Alphen, K., Voorst, Q. V. T., Kekkert, M. P. & Smits, R.E.H.M. (2007) Societal acceptance of carbon capture and storage technologies. *Energy Policy*. 35 (8), 4368–4380.

The layout for each type of publication can be found on the following pages. If you are using the bibliographic software RefWorks, you should use the ‘Imperial College London – Harvard’ style which follows the same format as this guide.

9. WHAT IS A BIBLIOGRAPHY?

There may be items which you have consulted for your work, but not cited. These can be listed at the end of your assignment in a 'bibliography'. These items should be listed in alphabetical order by author and laid out in the same way as items in your reference list. If you can cite from every work you consulted, you will only need a reference list. If you wish to show to your reader (examiner) the unused research you carried out, the bibliography will show your extra effort.

Always check the guidance you are given for coursework, dissertations, etc., to find out if you are expected to submit work with a reference list and a bibliography. If in doubt, ask your lecturer or supervisor.

10. HOW TO WRITE REFERENCES FOR YOUR REFERENCE LIST AND BIBLIOGRAPHY: HARVARD STYLE

Remember: Your lecturers consider accurate and consistent referencing to be an important part of your academic work. Always check your course guidelines so you know which style of referencing to use, and always use the help guides especially if you're using a new style.

The examples on the following pages are in two parts:

- the information you should collect about each piece of work you use; and
- how this information is presented when you write a full reference.



If you cannot find the type of work you need to provide a reference for, please contact your librarian for more help (see section 11).

**Layouts for your
reference list and
bibliography**

Book: print

- **Author/Editor** (if it is an editor always put (ed.) after the name)
- **(Year of publication)**
- **Title** (this should be in italics)
- **Series title and number** (if part of a series)
- **Edition** (if not the first edition)
- **Place of publication** (if there is more than one place listed, use the first named)
- **Publisher**

Simons, N. E., Menzies, B. & Matthews, M. (2001) *A Short Course in Soil and Rock Slope Engineering*. London, Thomas Telford Publishing.

Book: online/electronic

- **Author/Editor** (if it is an editor always put (ed.) after the name)
- **(Year of publication)**
- **Title** (this should be in italics)
- **Edition** (if not the first edition)
- **Place of publication** (if there is more than one place listed, use the first named)
- **Publisher**
- **Available from: URL**
- **[Date of access]**

Simons, N. E., Menzies, B. & Matthews, M. (2001) *A Short Course in Soil and Rock Slope Engineering*. London, Thomas Telford Publishing. Available from: <http://www.myilibrary.com?ID=93941> [Accessed 18th June 2015].

Book: chapter in an edited book

- **Author of the chapter**
- **(Year of publication)**
- **Title of chapter** followed by In:
- **Editor** (always put (ed.) after the name)
- **Title** (this should be in italics)
- **Series title and number** (if part of a series)
- **Edition** (if not the first edition)
- **Place of publication** (if there is more than one place listed, use the first named)
- **Publisher**
- **Page numbers** (use 'p.' before a single page number and 'pp.' where there are multiple pages)

Partridge, H. & Hallam, G. (2007) Evidence-based practice and information literacy. In: Lipu, S., Williamson, K. & Lloyd, A. (eds.) *Exploring methods in information literacy research*. Wagga Wagga, Australia, Centre for Information Studies, pp. 149–170.

Journal article: print

- **Author**
- **(Year of publication)**
- **Title of journal article**
- **Title of journal** (this should be in italics)
- **Volume number**
- **Issue number**
- **Page numbers of the article** (do not use 'p.' before the page numbers)

Chhibber, P. K. & Majumdar, S. K. (1999) Foreign ownership and profitability: Property rights, control, and the performance of firms in Indian industry. *Journal of Law & Economics*. 42 (1), 209–238.

Journal article: online/electronic

Most online articles will have a DOI (Digital Object Identifier) and you should use this in your reference. The DOI is a permanent identifier provided by publishers so that the article can always be found, if the article has a DOI you will not usually be required to add a date of access.

If the article only has a URL then do include a date of access. Always check your student handbook and coursework guidance as some lecturers/tutors will provide specific guidance on the use of DOI or URL.

To find the DOI, when you read an article online, check the article details as you will usually find the DOI at the start of the article. For more help, contact your librarian.

If you read the article in a full-text database service, such as Factiva or EBSCO, and do not have a DOI or direct URL to the article you should use the database URL.

- **Author**
- **(Year of publication)**
- **Title of journal article**
- **Title of journal** (this should be in italics)
- **Volume number**
- **(Issue number)**
- **Page numbers of the article**
- **Available from: URL (Include [Date of access]) or DOI (if available)**

Errami, M. & Garner, H. (2008) A tale of two citations. *Nature*. 451 (7177), 397–399.
Available from: <http://www.nature.com/nature/journal/v451/n7177/full/451397a.html>
[Accessed 20th January 2015].

or

Layouts for your
reference list and
bibliography

Wang, F., Maidment, G., Missenden, J. & Tozer, R. (2007) The novel use of phase change materials in refrigeration plant. Part 1: Experimental investigation. *Applied Thermal Engineering*. 27 (17–18), 2893–2901. Available from: doi:10.1016/j.applthermaleng.2005.06.011.

or

Read, B. (2008) Anti-cheating crusader vexes some professors. *Chronicle of Higher Education*. 54 (25). Available from: <http://global.factiva.com/> [Accessed 18th June 2015].

Pre-print journal articles

It is likely you will find articles available online prior to being submitted to the peer review procedure and published in a journal. These articles are preprints and may be placed in an online repository or on a publisher's website (but not in a specific journal issue).

- **Author/s**
- **(Year of writing)**
- **Title of journal article**
- **Submitted to/To be published in** (if this information is with the article)
- **Title of journal** (in italics)
- **Name of repository** (in italics)
- **[Preprint]**
- **Available from: URL** (if available)
- **[Date of access]**

Silas, P., Yates, J.R. & Haynes, P.D. (2008) Density-functional investigation of the rhombohedral to simple cubic phase transition of arsenic. To be published in *Physical Review B. Arxiv*. [Preprint] Available from: <http://arxiv.org/abs/0810.1692>. [Accessed: 23rd July 2010].

In-text citation: (Silas, Yates & Haynes, 2008)



Note

Articles published online may not have page numbers.



Note

There will not be volume, issue or page numbers assigned to pre-print articles.

Layouts for your
reference list and
bibliography

Conference proceeding: individual paper

- **Author**
- **(Year of publication)**
- **Title of conference paper** followed by, In:
- **Editor/Organisation** (if it is an editor always put (ed.) after the name)
- **Title of conference proceeding** (this should be in italics)
- **Place of publication**
- **Publisher**
- **Page numbers** (use 'p.' before a single page number and 'pp.' where there are multiple pages)

Wittke, M. (2006) Design, construction, supervision and long-term behaviour of tunnels in swelling rock. In: Van Cotthem, A., Charlier, R., Thimus, J.-F. and Tshibangu, J.-P. (eds.) *Eurock 2006: Multiphysics coupling and long term behaviour in rock mechanics: Proceedings of the International Symposium of the International Society for Rock Mechanics, EUROCK 2006, 9–12 May 2006, Liège, Belgium*. London, Taylor & Francis. pp. 211–216.

Standard

- **Name of Standard Body/Institution**
- **(Year of publication)**
- **Standard number**
- **Title** (this should be in italics)
- **Place of publication**
- **Publisher**

British Standards Institution (2005) *BS EN 1993-1-2:2005. Eurocode 3. Design of steel structures. General rules. Structural fire design*. London, BSI.

Report

- **Author/Editor** (if it is an editor always put (ed.) after the name)
- **(Year of publication)**
- **Title** (this should be in italics)
- **Organisation**
- **Report number:** followed by **the number of the report** (if part of a report series)

Leatherwood, S. (2001) *Whales, dolphins, and porpoises of the western North Atlantic*. U.S. Dept. of Commerce. Report number: 63.

Map

- **Author** (usually the organisation responsible for publishing the map)
- **(Year of publication)**
- **Title** (this should be in italics)
- **Scale**
- **Series title and number** (if part of a series)
- **Place of publication**
- **Publisher**

British Geological Survey. (1998) *South London*. 270, 1:50 000. London, British Geological Survey.

Web page/website

- **Author/Editor** (use the corporate author if no individual author or editor is named)
- **(Year of publication)** (if available; if there is no date, use the abbreviation n.d.)
- **Title** (this should be in italics)
- **Available from: URL**
- **[Date of access]**

European Space Agency. (2015) *Rosetta: rendezvous with a comet*. Available from: <http://rosetta.esa.int> [Accessed 15th June 2015].

Email: personal

Personal emails should be referenced as personal communication, unless you have permission from the sender and receiver to include their details in your reference list.

- **Sender**
- **(Year of communication)**
- **Email sent to**
- **Name of receiver**
- **Date and month of communication**

Harrison, R. (2014) Email sent to Mimi Weiss Johnson, 10th June.

Personal communication

- **Name of practitioner**
- **Occupation**
- **(Personal communication, followed by the date when the information was provided)**

Law, James. Engineering consultant. (Personal communication, 26th April 2014).

Lecture/presentation

- Name of lecturer/presenter
- (Year of lecture/presentation)
- Title of lecture/presentation (this should be in italics)
- [Lecture/Presentation]
- Title of module/degree course (if appropriate)
- Name of institution or location
- Date of lecture/presentation (day month)

Wagner, G. (2006) *Structural and functional studies of protein interactions in gene expression*. [Lecture] Imperial College London, 12th December.

11. SOURCES OF FURTHER HELP

For more referencing examples:

www.imperial.ac.uk/admin-services/library/learning-support/reference-management

Want to use reference management software?

The Library recommends RefWorks for undergraduate and Master's students, and EndNote for postgraduate research students and staff. For information and training workshops: www.imperial.ac.uk/admin-services/library/learning-support/reference-management

To contact your librarian for more advice:

www.imperial.ac.uk/admin-services/library/subject-support

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