Referencing methods

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The key to referencing

You are expected to provide evidence for the statements you make in your writing whatever the subject. You are being taught to write and think clearly.

A) You reference the author year and page in the text and

B) Reference the book, magazine, website in full according to a strict layout style called Harvard citation style in a reference section at the end of the essay or paper.
Referencing methods

Quoting sections of source text

Typical student statement:
The latest information about web use is that most homeowners are accessing supermarket sites.

Academic method:
Six of the eight main supermarket chains now have home deliveries linked to web site ordering systems.
(Howarth, 2001, p.34)

One and half lines, no speech marks, no italics, no more than three or four sentences.
Indented, single line spacing.
Method B = evidencing source with author as subject of sentence.

Howarth (2001) considers online supermarket ordering is replacing supermarket visits (p.34).

Method C = quoting a few words of author

Online buying is taking over supermarket visits, ‘Six of the eight main supermarkets now have home deliveries linked to web site ordering systems’ (Howarth, 2001, p.34).
Bibliography

Put the full book details of your sources in the reference (also called bibliography) section at the end of the report i.e.


See the section on Bibliography Harvard citation styles for full information.
Styles for different sources

• The styles have to be followed meticulously. *No deviation* from full stops, italics spacing styles will be tolerated.
  – See following slide examples.

• Web site references are particularly cause for concern, especially for those who think copying and pasting is a natural right. (*which it is not = plagiarism = failure or suspension*).
  – So pay special attention to the website referencing methods and glow with self-righteousness.
Book

Journal / magazine

Conference

Video
Website

Film
Now Voyager (1942) Directed by Irving Rapper. New York, Warner [Film:35mm].

Edited book

Thesis
Web site Articles and journals (Most Important)

Online pictures
Referencing website document in more detail

Include the following information and the order should be:-

(1) Author/Editor.
(2) Year.
(3) Title. Underlined or Highlighted or in Italics but be consistent throughout the bibliography.
(4) [Internet].
(6) Place of publication:
(7) Publisher (if ascertainable).
(8) Available from: <URL> [Accessed date].

e.g.