

## Harvard Referencing Quick Guide

Harvard referencing can vary in format. This guide provides examples based on the style in the book *Cite Them Right*. Check with your tutor and/or module handbook for further guidance on the referencing requirements for your assignments. **Remember** to add page number(s) to your in-text citation where necessary (see full Harvard guide).

Type	Reference example	In-text citation
<b>Book or ebook (with one author)</b>	McCabe, J. (2004) <i>Feminist film studies: writing the woman into cinema</i> . London: Wallflower.	(McCabe, 2004) <b>or to reference a specific page:</b> (McCabe, 2004, p. 51)
<b>Source with two to three authors</b>	Bazalgette, L., Rahilly, T. and Trevelyan, G. (2015) <i>Achieving emotional wellbeing for looked after children: a whole system approach</i> . Available at: <a href="https://www.nspcc.org.uk/globalassets/documents/research-reports/achieving-emotional-wellbeing-for-looked-after-children.pdf">https://www.nspcc.org.uk/globalassets/documents/research-reports/achieving-emotional-wellbeing-for-looked-after-children.pdf</a> (Accessed: 20 January 2017).	(Bazalgette, Rahilly and Trevelyan, 2015)
<b>Source with four or more authors</b>	Macaro, E., Nakatani, V., Hayashi, V. and Khabbzbashi, N. (2014) 'Exploring the value of bilingual language assistants with Japanese English as a foreign language learners', <i>Language Learning Journal</i> , 42(1), pp. 41-54.	(Macaro <i>et al.</i> , 2014)
<b>Edited book</b>	Ferguson, S. (ed.) (2016) <i>Race, gender, sexuality, and social class: dimensions of inequality and identity</i> . 2 <sup>nd</sup> edn. Thousand Oaks, California: Sage.	(Ferguson, 2016)
<b>Book with later edition</b>	Pears, R. and Shields, G. (2016) <i>Cite them right: the essential referencing guide</i> . 10 <sup>th</sup> revised & expanded edn. Basingstoke: Palgrave Macmillan.	(Pears and Shields, 2016)
<b>Book chapter</b>	Foster, N. (2011) 'The act/art of assessing: critical appraisal and its relevance in public health', in Aceijas, C. (ed.) <i>Assessing evidence to improve population health and wellbeing</i> . Exeter: Learning Matters, pp. 54–68.	(Foster, 2011, p. 60)
<b>Book chapter or extract in WebLearn</b>	Thompson, N. (2013) 'Appraisal and performance management', in <i>People management</i> . Basingstoke: Palgrave Macmillan, pp. 65- 74. <i>MN4002: Fundamentals of Management</i> . Available at: <a href="http://weblearn.londonmet.ac.uk">http://weblearn.londonmet.ac.uk</a> (Accessed: 10 December 2013).	(Thompson, 2013)
<b>Translated book</b>	Barthes, R. (1994) <i>The semiotic challenge</i> . Translated by Richard Howard. Berkeley: University of California Press.	(Barthes, 1994)
<b>Journal article - print or electronic</b>	Cairns, T. (2000) 'For the sake of informality', <i>Adults Learning</i> , 12(3), pp. 16–18.	(Cairns, 2000)
<b>Journal article with DOI</b>	Alexander, C. (2004) 'Imagining the Asian gang: ethnicity, masculinity and youth after "the riots"', <i>Critical Social Policy</i> , 24(4), pp. 526–549. doi: 10.1177/0261018304046675.	(Alexander, 2004)

<b>Newspaper article print or electronic</b>	Cree, V. (2013) 'What is the role of social work in 'moral panics'?', <i>The Guardian</i> , 6 December.	(Cree, 2013)
<b>Online thesis or dissertation</b>	Massey, A. (2015) <i>Experiences of Older Undergraduate Students in Higher Education: Constructions of Age and Gender</i> . PhD thesis. London Metropolitan University. Available at: <a href="https://repository.londonmet.ac.uk/id/eprint/911">https://repository.londonmet.ac.uk/id/eprint/911</a> (Accessed: 28 September 2017).	(Massey, 2015)
<b>Market research</b>	Mintel (2010) 'Luxury holidays - UK - June 2010'. Available at: <a href="http://academic.mintel.com">http://academic.mintel.com</a> (Accessed: 13 July 2010).	(Mintel, 2010)
<b>Company or country report from a database (e.g. Business Source Complete)</b>	Business Source Complete (2017) 'Marks and Spencer Group plc. MarketLine Company Profile'. Available at: <a href="https://www.ebscohost.com">https://www.ebscohost.com</a> (Accessed: 28 September 2017).	(Business Source Complete, 2017)
<b>Academic poster online</b>	Dickerson, I and Spencer, J. (2014) <i>Patient safety culture: the influence of leadership, change and structural reorganisation in a mental health trust</i> [Academic Poster]. Available at: <a href="https://www.clahrc-eoe.nihr.ac.uk/research/publications/research-posters-and-presentations/">https://www.clahrc-eoe.nihr.ac.uk/research/publications/research-posters-and-presentations/</a> (Accessed: 6 October 2017).	(Dickerson and Spencer, 2014)
<b>Lecture</b>	Withers, C. (2015) <i>Equality and inclusive practice: an overview</i> [Lecture to Early Childhood Studies Year 1], <i>SE4001: Challenging Inequalities</i> . London Metropolitan University. 2 October.	(Withers, 2015)
<b>Online lecture, presentation, or webinar</b>	Peterson, M. (2014) <i>Radical Resistance &amp; Moral Panics</i> [Presentation]. Available at: <a href="https://www.slideshare.net/medianth/moral-panics-36670374">https://www.slideshare.net/medianth/moral-panics-36670374</a> (Accessed: 6 October 2017).	(Peterson, 2013)
<b>PowerPoint presentation in WebLearn</b>	Smith, K. (2013) 'New social movements' [PowerPoint presentation]. <i>SS6055: Political Sociology</i> . Available at: <a href="http://weblearn.londonmet.ac.uk">http://weblearn.londonmet.ac.uk</a> (Accessed: 10 December 2013).	(Smith, 2013)
<b>Published report from a reputable website</b>	Joseph Rowntree Foundation (2016) <i>UK poverty: causes, costs and solutions</i> . Available at: <a href="https://www.jrf.org.uk/report/uk-poverty-causes-costs-and-solutions">https://www.jrf.org.uk/report/uk-poverty-causes-costs-and-solutions</a> (Accessed: 6 November 2017).	(Joseph Rowntree Foundation, 2016)
<b>Government Departmental publication online</b>	Department for Education (2015) <i>Special educational needs and disability code of practice: 0 to 25 years</i> . Available at: <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND_Code_of_Practice_January_2015.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND_Code_of_Practice_January_2015.pdf</a> (Accessed: 6 October 2017).	(Department for Education, 2015)
<b>Act of Parliament</b>	<i>Children and Families Act 2014, c. 6</i> . Available at: <a href="https://www.legislation.gov.uk/ukpga/2014/6/contents/enacted">https://www.legislation.gov.uk/ukpga/2014/6/contents/enacted</a> (Accessed: 8 December 2016).	( <i>Children and Families Act 2014</i> )

<b>Law report (Social Professions &amp; Social Sciences)</b>	'R v. Dunlop' (2006) Court of Appeal (Criminal Division), case 1354. <i>LexisLibrary</i> . Available at: <a href="https://www.lexisnexis.com">https://www.lexisnexis.com</a> (Accessed: 24 May 2017).	'R v. Dunlop' (2006)
<b>Book illustration/diagram/logo/table/graph</b>	Secker, J. and Coonan, E. (eds.) (2013) <i>Rethinking information literacy: a practical framework for supporting learning</i> . London: Facet publishing, p. xii, fig.	Secker and Coonan, 2013, p. xxii)
<b>Online illustration/diagram/logo/table/graph</b>	Thornqvist, J. (2013) <i>Lampa</i> [Illustration]. Available at: <a href="https://www.snarlik.se/lampa/">https://www.snarlik.se/lampa/</a> (Accessed: 6 October 2017).	(Thornqvist, 2013)
<b>Medical image e.g. Visible Body</b>	<i>The vasculature of the brain</i> (2017). Available at: <a href="https://ovid.visiblebody.com/atlas_17/">https://ovid.visiblebody.com/atlas_17/</a> (Accessed: 6 October 2017).	( <i>The vasculature of the brain</i> , 2017)
<b>Blog</b>	Killen, C. (2017) <i>Three key ways to build staff digital capabilities and confidence</i> , <i>JISC blog</i> , 26 September. Available at: <a href="https://www.jisc.ac.uk/blog/">https://www.jisc.ac.uk/blog/</a> (Accessed: 6 October 2017).	(Killen, 2017)
<b>Facebook</b>	Greenpeace (2014) <i>Greenpeace UK</i> [Facebook] 9 September. Available at: <a href="http://www.facebook.com/greenpeaceuk">http://www.facebook.com/greenpeaceuk</a> (Accessed: 9 September 2014).	(Greenpeace, 2014)
<b>Instagram</b>	bobandrobortasmith (2017) <i>bobandrobortasmith</i> . Available at: <a href="https://www.instagram.com/bobandrobortasmith/">https://www.instagram.com/bobandrobortasmith/</a> (Accessed: 6 October 2017).	(bobandrobortasmith, 2017)
<b>Twitter</b>	Obama, B. (2014) [Twitter] 16 August. Available at: <a href="http://twitter.com/BarackObama">http://twitter.com/BarackObama</a> (Accessed: 9 September 2014).	(Obama, 2014)
<b>Film /movie</b>	<i>Super 8</i> (2011) Directed by J.J. Abrams [Film]. Los Angeles: Paramount Pictures.	( <i>Super 8</i> , 2011).
<b>DVD or Blu-ray</b>	<i>Citizen Kane</i> (2003) Directed by Orson Welles [DVD]. London: Universal Pictures.	( <i>Citizen Kane</i> , 2003).
<b>YouTube</b>	The Khan Academy (2009) <i>Introduction to the atom</i> . Available at: <a href="http://youtu.be/1xSQIwWGT8MB">http://youtu.be/1xSQIwWGT8MB</a> (Accessed: 9 September 2014).	(The Khan Academy, 2009)
<b>Television /Radio programme</b>	<i>Newsnight Special: Brexit Britain: One Month In</i> (2016) BBC2, 23 July.	( <i>Newsnight Special: Brexit Britain one month in</i> , 2016)
<b>Television/Radio programme on the internet e.g. BoB or BBCiPlayer</b>	<i>Drama: a cut above</i> (2015) BBC Radio 4, 21 May. Available at: <a href="https://learningonscreen.ac.uk/ondemand/index.php/prog/09FCBC9E">https://learningonscreen.ac.uk/ondemand/index.php/prog/09FCBC9E</a> (Accessed 6 October 2017).	( <i>Drama: a cut above</i> , 2015)