Citations and Referencing
How do I reference?

— Acknowledge the source within your text (citation)

— Give full details of each item (reference list or bibliography)
Referencing systems

- APA 6th (Human & Health, Medicine, SoM, Sciences, Arts & Humanities)
- Vancouver (Medicine / Sciences)
- MHRA (Arts & Humanities)
- Oscola (Law)

... and many more
APA 6th

– variation of the Harvard (author, date) system
– developed by the American Psychological Association
– used by many authors & journals
Cheering has a positive impact on the performance of a team (Greer, 1983).

Greer (1983) found that cheering has a positive impact on team performance.
Sensible quoting

- **Indirect**: Some commentators note that “footballers lose 1% of their brain cells every time they head the ball” (Clough, 1987, p.69).

- **Direct**: Clough (1987) notes that “footballers lose 1% of their brain cells every time they head the ball” (p. 69).

- **Paraphrasing**: Some researchers have observed that footballers lose 1% of their brain cells every time they head the ball (Clough, 1987).
List of references – APA 6th


Dr Jones considered that a microparasite could be responsible (1). One study found that “a microparasite could be implicated” (1).
List of references – Numeric systems


2. Gruner DS. Host resistance reverses the outcome of competition between microparasites. Ecology. 2009; 90(7):1721-8

As Novick pointed out\(^1\)...........


2. Noam Chomsky and M. Halle, *The Sound Pattern*
List of references

1. What information do you need?  
   Where do you get it from?

2. What order does it come in?

3. What punctuation and formatting is needed?
Which style should I choose?

1. Does your department or supervisor provide guidance on referencing?

2. If so, have they specified a particular style manual, organization or journal to follow?

3. If the choice is yours, which method best supports the presentation of your arguments?
Different publication types

- books
- chapters in books
- journal articles
- web sites & documents
- reports
- theses & dissertations
Different publication types in the reference list

A book

Different publication types in the reference list

A chapter in a book:

Different publication types in the reference list

Article in a journal

Different publication types in the reference list

A document on the web:

Food Allergy and Anaphylaxis Network. (2007). *The importance of food allergy research*. Retrieved from:

Where to get help

• Ask a librarian! Email your library subject team or library@swansea.ac.uk or visit the Library Desk
• Ask your tutor if they have given you their own guidelines
• Further sources of help (books, websites) on the style guidelines
• APA has a very good blog for unusual items
• Pears, R., & Shields, G. Cite them right
Library Guide Referencing page

Politics & International Relations: Referencing

Getting Help with Referencing

This page is here to help you with the basics of Referencing. There is a full library guide on Endnote you can also look at. Please don’t hesitate to contact us with any questions about referencing.

- info@swansea.ac.uk

Reference Management & Plagiarism

There are a wide variety of tools which are freely available to help you with citing and creating reference lists. However, none of them are perfect. So it is important you know your referencing style and what is expected. With that caveat you can try these tools:

- iFind, the library catalogue cite tool
- Referencing tool in Word (Manage sources)
- RefIt
- EndNote Online

You can always come and see your librarian for help.

Plagiarism

It is important you read the Swansea University Academic Misconduct Procedure. Failure to acknowledge another person’s work i.e., paraphrasing it in a paper will result in

How to... Reference APA Style

- APA referencing guide (Short)
- APA referencing guide (Full)
- APA Referencing Teaching Slides
  These slides were used in sessions mainly for first year students of English literature in October 2016.
- APA Referencing Exercises
  This is a short online course to help you practice and improve your APA referencing.
- APA Blog
  Great for getting help on more tricky questions!

How to Reference MHRA Style

Using Endnote

EndNote is software which helps you to store your references and format them in Word. The online version is available from anywhere as long as you are a Swansea University student. You can also work through our EndNote online workbook (see attached file) to help you get started. If you are a research postgrad it would be worth considering the software version of EndNote. You have to buy this for off campus use but it offers more options. There is information in the EndNote section below. You should also check out the Endnote Library Guide for further help and support.

- Endnote
  By Susan Glen  Last Updated Nov 2, 2016  843 views this year
  
- EndNote online workbook
  An introduction to the online version of EndNote.
The Golden Rules

–Be consistent.
–Be complete.
–Be correct.
–Keep a record of your references as you use them.
Software solutions

*EndNote or EndNoteWeb*

- Create a personal database of all your references
- Import references from online databases (without retyping)
- Insert citations in Word documents and automatically format the reference list
APA 6\textsuperscript{th} exercise

Blackboard –

• Go to the General Library Information
• Click on Support for researchers and staff
• Scroll down and click on Referencing, Plagiarism and Endnote
• Click on Referencing