An Introduction to citing your references using OSCOLA
What is Referencing

• Referencing means “giving credit where credit is due” and not claiming other writers and researchers thoughts and ideas as your own.
• Referencing is acknowledging where you got the information or ideas from by:
• Acknowledging the source within the text and in footnotes and
• Giving full details of each item cited in a bibliography at the end of the work.
Good referencing will assist in avoiding plagiarism.

You will lose marks if you do not acknowledge your sources.

To enable your lecturer to check the accuracy of your information.

To enable your lecturer to find the sources that you have used.

To demonstrate that you have read a wide range of opinions.

Why reference?
Plagiarism

- **Plagiarism** is defined as using, without acknowledgment, another person's work and submitting it for assessment as though it were one's own work; for instance, through copying or unacknowledged paraphrasing. This constitutes plagiarism whether it is intentional or unintentional.
Pryderi the Plagiarising Parrot

• Get plagiarism advice all this week in Singleton Library - lunchtime week beginning 27 March and Take Pryderi’s Plagiarism Challenge!
What should I reference?

• Reference anything which is not an original thought regardless of whether you use the exact words of the writer or paraphrase it.
• If you are using the exact wording put quotation marks around it.
• No need to reference “common knowledge”.
Secondary Referencing- Avoid whenever possible!

• Always try to read the original source of information rather than relying on someone else’s interpretation of it.

• If you have to use a secondary source, OSCOLA suggests linking the work which you have read to the source which you haven’t read by using the word “citing”.

B Yeats and J Duncan, Water Law (Poole Press, Exeter 2009) citing
Atkinson v Moore [2012] IPR 245
What is OSCOLA?

• OSCOLA (Oxford University Standard for Citation of Legal Authorities)
• Industry standard for referencing legal materials.
• The only major referencing style which can cope with cases and legislation.
• OSCOLA uses footnote style referencing and uses a minimum of punctuation.
Bibliography

• All coursework must include a bibliography
  • For longer works, list resources according to type: Books, Articles, Internet sources etc.
  • Within each type, list the resources in alphabetical order by author’s surname.
  • Do not list sources in your bibliography which are not included in footnotes in your text.
  • Do not include sources which you have not used.
• Footnotes can be used to –
  • Provide a citation to a source in the essay
  • Highlight an interesting point relevant to the essay
  • Provide additional resources
• Put in a footnote the first time a source is referred to.
• Use quotation marks in the footnote when necessary.
• The list of footnotes can go at the end before the bibliography or at the bottom of each page.
Quotations using OSCOLA

• Quotations must use the exact wording of the original.

• Include quotations of up to 3 lines within the text within single quotation marks:

The Chief Justice explained that this power ‘is not limited to defence against aggression from a foreign nation’.\textsuperscript{61}
Quotations

• Put quotations longer than 3 lines in an indented paragraph. Do not use quotations marks:

• Lord Hoffman reasoned as follows:
  It seems logical to me to found liability for damages up on the intention of the parties because all contractual liability is voluntarily undertaken. It must be in principle wrong to hold someone liable for such risks.¹²
Quotations

• If text is omitted from the beginning or the end of a quotation or from within the quotation, use … (3 dots) to indicate that some of the original text is missing.

‘...the equitable owners have powerful proprietary remedies...as by way of mortgage in breach of the terms of the trust.’
Primary Sources

Cases/Acts of Parliament

Human Rights Act 1998
Citing Case Law

• *Case name* | [year] OR (year) | volume | report abbreviation | first page | (court)

*Crown River Cruises Ltd v Kimbolton Fireworks Ltd* [1996] 2 Lloyd’s Rep 533 (QB)

*Barnett v Enfield LBC* (1999) 49 BMLR 1 (HL)

• Neutral Citation

*Brown v Davies* [2006] EWCA Civ 166 [9]
Citing Acts of Parliament

- Short title of Act (using capitals for major words) | year
  Shipping and Trading Interests (Protection) Act 1995

- Short title of Act (using capitals for major words) | year | comma | s number
  Consumer Protection Act 1987, s 2
Secondary Sources

Books
Referencing Books in footnotes

Books with one author or editor:

Author, | Title | (additional information, | edition, | publisher | year) page number

2 Peter Glazebrook (ed), *Blackstone’s Statutes on Criminal Law* (OUP 2014) 44.
Referencing Books in Bibliographies


How is this different than the citation of the same book as a footnote?

Books with 2 or more authors

• Books with 2 authors or editors insert “and” between each name:
  • ⁵Kate Standley and Paula Davies, *Family Law* (8th edn Palgrave Macmillan 2013) 232.

• For books with 3 or more authors use the first author and add ‘and others’:
Secondary Sources

Journal/Newspaper Articles
Journal Article

• author, | ‘title’ | [year] | journal name or abbreviation | first page of article

• [OR]

• author, | ‘title’ | (year) | volume | journal name or abbreviation | first page of article
• Alison L Young, ‘In Defence of Due Deference’ (2009) 72 MLR 554

• The part or issue number is not needed unless it helps to identify the correct part within a volume
Electronic Journals

• For an e-journal which is also available in hard copy, cite as you would if it were the hard copy.
• For journals which are only available online use the same format as for hard copy with the addition of the web address and the date you most recently assessed the article:
Newspaper Articles

• Author | ’title’ | name of the newspaper | (city of publication | date) | page number.


• If the article is sourced from the web and no page number is available, use the above form but provide the web address and the date of access after the name of the newspaper.
Keeping track of your references

• The best method is to use a Bibliographic software management system, especially for longer pieces of work such as dissertations.
• Packages available include Endnote, RefWorks, Mendeley, Zotero.
• Endnote can be accessed freely on campus by all students and staff – further information on the Endnote Library Guide at: http://libguides.swansea.ac.uk/endnote
Golden Rules

• Be consistent with your use of punctuation, font and formatting.
• Use the format that your lecturer wants.
• Check to make sure that you have given complete information in each reference.
• Keep a record of your references as you use them.
• Check the OSCOLA handbook if unsure OR ask us. That is what we are here for.
Contacting the Law Team

- [http://libguides.swansea.ac.uk/law/contact](http://libguides.swansea.ac.uk/law/contact)

- Email us at [lawcrimlib@swansea.ac.uk](mailto:lawcrimlib@swansea.ac.uk)
Help with OSCOLA Referencing

• Look at the Law Library Guide at: http://libguides.swansea.ac.uk/law/referencing

• Use OSCOLA Referencing Generator https://www.lawteacher.net/oscola-referencing/ for help with formatting references

• For a full guide to the OSCOLA referencing style go to the OSCOLA site www.law.ox.ac.uk/oscola. This link also provides a link to Cardiff’s online tutorial for OSCOLA.
Academic Success Programme

• For help with paraphrasing, notetaking, writing and presentation skills go to: https://myuni.swan.ac.uk/myuni-academic-study-services/cas/asp/
GOOD LUCK