

# Harvard (Author/Date) Referencing System

## An introduction: Senior School

### Q. Why do you need to reference?

#### A. To show your teacher where you conducted your research.

It is important that you always acknowledge another author's work when preparing an assignment.

The reference you provide becomes the link between how you have conducted your research and what you have written. It shows your teacher the resources you have used, for example books, websites, magazine and newspaper articles.

It is also important that you do not just copy the work of another person and submit it as your own. This is called PLAGARISM and is a type of theft or fraud. To avoid this you create a reference list of all the material you quote and refer to in your assignment.

It is important to remember that you must supply a reference to any idea that is taken and you have put into your own words. You must reference direct quotations.

Example of an idea which you have taken from someone else and used in your work, this is called paraphrasing:

Westcott said some nutritional experts think extra vitamin E can protect you against heart disease (Westcott 1999, p.30).

Example of a direct quotation:

"Adverts for 'high-performance' sports drinks and foods often claim that they boost your strength and muscles" (Westcott 1999, p. 30).

There are many types of referencing styles and you may be requested for a different type depending on which class you are in. However, they all have the same basic elements. Always make a note of the following

- Author surname, and Christian name or initial
- Title of the work
- Place of publication
- Publisher
- Date of publication

This is how the basic elements for a book appear in a Harvard Reference list.

Author	Date	Title	Publisher	Place of Publication
				
Westacott, P	(1999),	<i>How does my diet affect me?</i>	Wayland,	Fressingfield, Suffolk

### In-text citations

Harvard in-text citations consist of the family name of the author and the year of publication. The page numbers should always be included when either quoting directly or paraphrasing an author's work.

# How to use in-text citations and constructing a Harvard reference list

## Book

An example of a **direct quotation** by a single author:

### In-text citation

'Sports drinks are formulated for tolerable consumption during exercise, not after exercise.' (Ryan, 2007, p. 142).

### Reference List

Ryan, M 2007, *Sports nutrition for endurance athletes*, 2nd edn, Velo Press, Bouldor, Colorado

An example of **paraphrasing** by a single author:

### In-text citation

Consumption of sports drinks should occur during exercise and not afterwards. (Ryan, 2007, p.142)

### Reference List

Ryan, M 2007, *Sports nutrition for endurance athletes*, 2nd edn, Velo Press, Boulder, Colorado

An example of a **direct quotation** by more than one author

### In-text citation

'Cardiac output is defined as the amount of blood ejected per minute by the heart, specifically, by the left ventricle.' (Fox, Boers, Foss, 1993, p.250).

### Reference List

Provide the names of all the authors in the order that they appear in a work.

Fox, EL, Bowers, RW, & Foss, ML 1993, *The physiological basis for exercise and sport*, 5th edn, Brown & Benchmark, Dubuque, IA.

## Chapter in an edited book

### In-text citation

For a book that consists of chapters written by different authors, acknowledge the author of the chapter in the book in your in-text citation.

Kenny and Waters (1995, p.69), conclude that...

### Reference List

The entry in the reference list should appear under the name of the author of the chapter, not the editor(s) of the book. Include the name(s) of the editor(s) after the title of the chapter.

Kenny, DT & Waters B, 1995, 'Current issues in adolescent mental health', in Kenny, DT, Soames, RF (eds), *Australia's adolescents: a health psychology perspective*, University of New England Press, Armidale, NSW, pp.68-86.

## eBook

### In-text citation:

Petit (2011, p. 59) writes of carbohydrates and insulin levels ....

### Reference list:

The entry should include the author, Initials year of publication, Title of eBook, Publisher, date retrieved, <URL>

Petit, W 2011, *The encyclopedia of diabetes*, 2nd edn, in Library of Health and Living, New York, Facts on File, 28 January 2015, <http://ebooks.infobaselearning.com/View.aspx?ISBN=9781438136226&InstID=1554>

# Encyclopaedia

It is recommended that you do not use Wikipedia as a source for information. The Library subscribes to Britannica Online which is a reputable encyclopaedia source. Britannica Online also provides you with citations you can use in your research and assignments.

**In-text citation:**

Where the author is identified for entries in print or online, provide the author and year as for other authored sources.

**Reference list:**

Check with your teacher and TQA requirements as some subjects only require an entry for an encyclopaedia if an author has been identified for an individual entry. However, if this is not the case **and an entry is required**, it would appear like this:

'Diabetes mellitus' 2015. *Britannica School*. Retrieved 29 January 2015, from <http://school.eb.com.au/levels/high/article/1565>

# Magazines / Periodicals – Online / Database

**In text citation:**

Technology is here to stay, and we must realize that we need to use it effectively in content classrooms. (Richardson, 2004)

**Reference list:**

Richardson, JS 2004, 'Content area literacy lessons go high tech', *Reading Online*, vol. 8 no. 1, retrieved 1 August, 2004, <http://www.readingonline.org>

# Images

## From print publications

**In-text citation:**

Pablo Picasso painted his first wife as a Spanish girl in 1918, 'Portrait of Olga in an armchair' even though Olga Khokhlova was Ukrainian. (Baldassari, A 2008, p.33)

**Reference list:**

Baldassari, A 2008, *Picasso and his collection*, Art Exhibitions Australia, Sydney, N.S.W.

## From a website

Photos, maps and other online images are cited by the artist's name or by title if the name is not known

**In-text citation:**

'The studio was at the centre of Picasso's life'. (Irving 2013)

**Reference list:**

Irving, C 30 May 2013, 'In the air: Picasso in the sun, Cannes, France 1956', [photograph], ©Getty Images, *New York Times Magazine*, retrieved 29 January 2015, [http://tmagazine.blogs.nytimes.com/2013/05/30/picasso-in-the-sun/?\\_r=0](http://tmagazine.blogs.nytimes.com/2013/05/30/picasso-in-the-sun/?_r=0)

## From a database

**In-text citation:**

Pablo Picasso (Picasso 2015) is considered one of the ....

**Reference list:**

Picasso, Pablo [photograph]. Encyclopædia Britannica. Retrieved 29 January 2015, from <http://media3.school.eb.com.au/eb-media/52/134252-004-64C2151C.jpg>

## Websites

Try and cite a webpage and not an entire website – as this is a more accurate source. Include page numbers if the document you are reading is paginated. Do not cite page numbers of a printout you make of any online document.

### Website – With personal author:

#### In-text citation: [Without page numbers]

‘To my mind, there is no doubt whatsoever that one of the chief reasons we remain so obsessed with Henry VIII and his damn wives is because of the vivid impression of the age created for us by Holbein’s portraiture.’ (Januszcak, 2015)

#### Reference list:

Januszcak, V 2015, ‘The true face of the Tudors’, *Waldemar Januszcak*, retrieved 29 January 2015, <http://www.waldemar.tv/2015/01/the-true-face-of-the-tudors/>

### Website – Without personal author

#### In-text citation:

‘The artistic genius of Pablo Picasso (1881–1973) has impacted the development of modern and contemporary art with unparalleled magnitude.’ (Metropolitan Museum of Art, 2014)

#### Reference list:

Metropolitan Museum of Art, 2014, *Pablo Picasso (1881-1973)*, Metropolitan Museum of Art, retrieved 29 January 2015, [http://www.metmuseum.org/toah/hd/pica/hd\\_pica.htm](http://www.metmuseum.org/toah/hd/pica/hd_pica.htm)

## Blog

### In-text citation

The famous Guggenheim Museum has itself featured in four famous motion pictures. (Winter, 2015).

### Reference list

Winter, M 2015, ‘The Museum plays itself, four classic films that feature the Guggenheim’, *Guggenheim blogs*, retrieved 18 March 2015, <http://blogs.guggenheim.org/checklist/the-museum-plays-itself-four-classic-films-that-feature-the-guggenheim/>

## Online video or podcast

### In-text citation

Pablo Picasso’s painting of Goat’s Skull, Bottle and Candle was inspired by the theme of war. (Modern Paint Podcast, Tate Modern 2013).

### Reference list:

Pablo Picasso’s painting of Goat’s skull, bottle and candle’ 10 July 2013, [podcast], *Tate*, retrieved 29 January 2015, <http://www.tate.org.uk/context-comment/audio/modern-paint-podcast-pablo-picasso>

# Other sources

## ABS Statistics

To avoid a very long URL it is acceptable to cite the homepage URL.

Australian Bureau of Statistics year, Title of publication, catalogue number, Australian Bureau of Statistics, date retrieved, <URL>

Australian Bureau of Statistics 2014, *Emotional abuse*, August 2014, cat no. 4102.0 – Australian Social Trends, 2014, retrieved 30 January, 2014, <http://www.abs.gov.au/>

## Conference Paper

### In-text citation:

'All children's learning depends upon the nature and quality of their social and physical environments.' (Moore 2010)

### Reference list:

Moore, T 2010, 'Family-centred practice: challenges when working with diverse families', Presentation at Northern Metropolitan Region ECIS Professional Development Day, Melbourne, [http://www.rch.org.au/uploadedFiles/Main/Content/ccch/TM\\_NMR\\_ECIS\\_Professional\\_Development\\_Day\\_10.pdf](http://www.rch.org.au/uploadedFiles/Main/Content/ccch/TM_NMR_ECIS_Professional_Development_Day_10.pdf)

## Personal communication

It is always important to get the permission of the person concerned in this type of research before referring to them in your assignment.

Personal communication can include letters, emails, private social media posts, personal interviews and telephone conversations.

Personal communication only appears in the in-text citation **NOT** in your reference list.

When interviewed on the 8 October 2013, J. Robinson, Manager, Heathville Community Centre confirmed...

Or

(J. Robinson, Manager, Heathville Community Centre, interview, 8 October 2013)

Or

J. Robinson (email, 8 October 2013) indicated ...

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### Sample Senior Harvard Reference List

Australian Bureau of Statistics 2014, *Emotional abuse*, August 2014, cat no. 4102.0 – Australian Social Trends, 2014, retrieved 30 January, 2014, <http://www.abs.gov.au/>

Baldassari, A 2008, *Picasso and his collection*, Art Exhibitions Australia, Sydney, N.S.W.

Diabetes mellitus 2015. *Britannica School*. Retrieved 29 January 2015, from <http://school.eb.com.au/levels/high/article/1565>

Fox, EL, Bowers, RW, & Foss, ML 1993, *The physiological basis for exercise and sport*, 5th edn, Brown & Benchmark, Dubuque, IA.

Irving, C 30 May 2013, 'In the air: Picasso in the sun', Cannes, France 1956, ©Getty Images, *New York Times Magazine*, [photograph], retrieved 29 January 2015, [http://tmagazine.blogs.nytimes.com/2013/05/30/picasso-in-the-sun/?\\_r=0](http://tmagazine.blogs.nytimes.com/2013/05/30/picasso-in-the-sun/?_r=0)

Januszcak, V 2015, 'The true face of the Tudors', *Waldemar Januszcak*, retrieved 29 January 2015, <http://www.waldemar.tv/2015/01/the-true-face-of-the-tudors/>

Kenny, DT & Waters B, 1995, 'Current issues in adolescent mental health', in Kenny, DT, Soames, RF(eds), *Australia's adolescents: a health psychology perspective*, University of New England Press, Armidale, NSW, pp.68-86.

Metropolitan Museum of Art, 2014, *Pablo Picasso (1881-1973)*, Metropolitan Museum of Art, retrieved 29 January 2015, [http://www.metmuseum.org/toah/hd/pica/hd\\_pica.htm](http://www.metmuseum.org/toah/hd/pica/hd_pica.htm)

Petit, W 2011, *The encyclopedia of diabetes*, 2nd edn, Library of Health and Living, New York, Facts on File, 28 January 2015, <http://ebooks.infobaselearning.com/View.aspx?ISBN=9781438136226&InstID=1554>

Pablo Picasso's painting of Goat's skull, bottle and candle' 10 July 2013, [podcast], *Tate*, retrieved 29 January 2015, <http://www.tate.org.uk/context-comment/audio/modern-paint-podcast-pablo-picasso>

Picasso, Pablo [photograph]. *Encyclopædia Britannica*. Retrieved 29 January 2015, from <http://media3.school.eb.com.au/eb-media/52/134252-004-64C2151C.jpg>

Richardson, JS 2004, 'Content area literacy lessons go high tech', *Reading Online*, vol. 8 no. 1, retrieved 1 August, 2004, <http://www.readingonline.org>

Ryan, M 2007, *Sports nutrition for endurance athletes*, 5th edn, Velo Press, Boulder, Colorado.

Winter, M 2015, 'The Museum plays itself, four classic films that feature the Guggenheim', *Guggenheim blogs*, retrieved 18 March 2015, <http://blogs.guggenheim.org/checklist/the-museum-plays-itself-four-classic-films-that-feature-the-guggenheimBCFA89C31CF93A35CA257C580004A585?OpenDocument>