

Harvard Referencing - Grab Sheet

Books

- 🛡 **Name of Author(s)** - Surname, Comma, Initial, Full stop
- 🛡 **Year of Publication** – in (brackets). if many editions/dates – use most recent year
- 🛡 **Title of Book** – Including any ‘subheadings’
- 🛡 **Edition** - if relevant
- 🛡 **City of Publication** – Always a City – Never a Country
- 🛡 **Publisher** – Usually detailed specifically inside first page following “Published by...”

Journal Article

- 🛡 **Name of Author(s)** - Surname, Comma, Initial, Full stop
- 🛡 **Year of Publication** – in (brackets)
- 🛡 **Title of Article** - in ‘inverted commas’
- 🛡 **Journal Name** – in italics
- 🛡 **Volume** – if present
- 🛡 **Issue** – if present
- 🛡 **Page Number(s)**

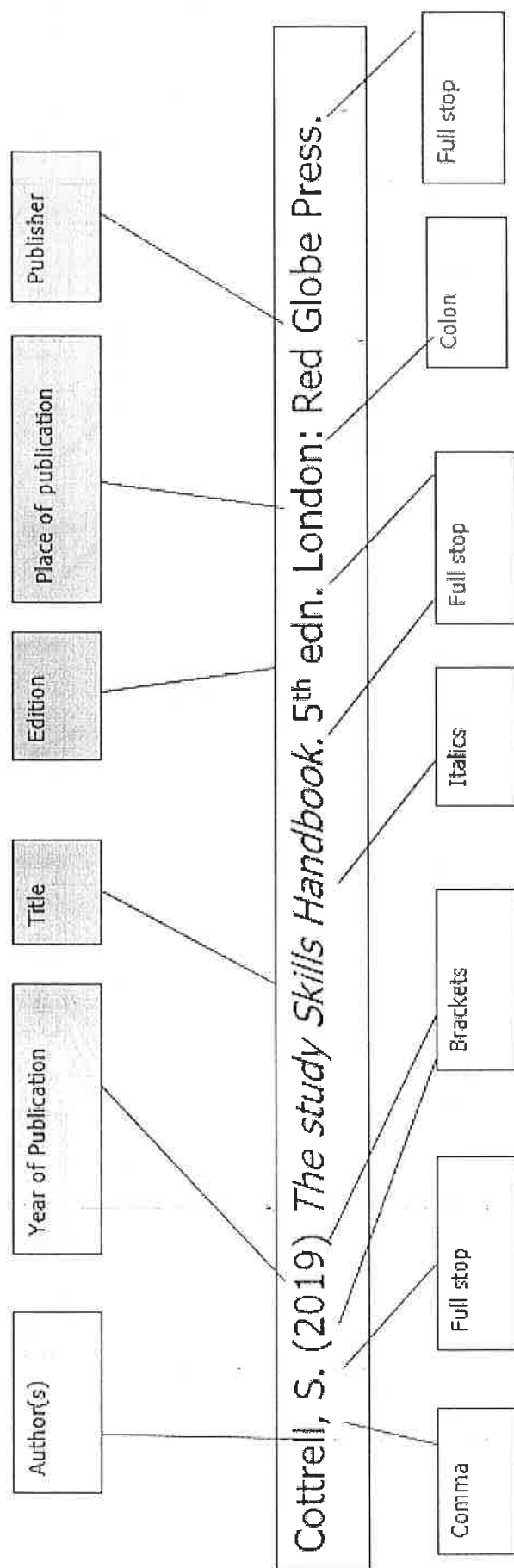
Website

- 🛡 **Name of Author(s)** - Surname, Comma, Initial, Full stop
- 🛡 **(Year of Publication)** – in (brackets). if no date present use current year
- 🛡 **Title of Web Page** - in *italics*
- 🛡 **Available at** - URL address
- 🛡 **Accessed on date** – in (brackets).

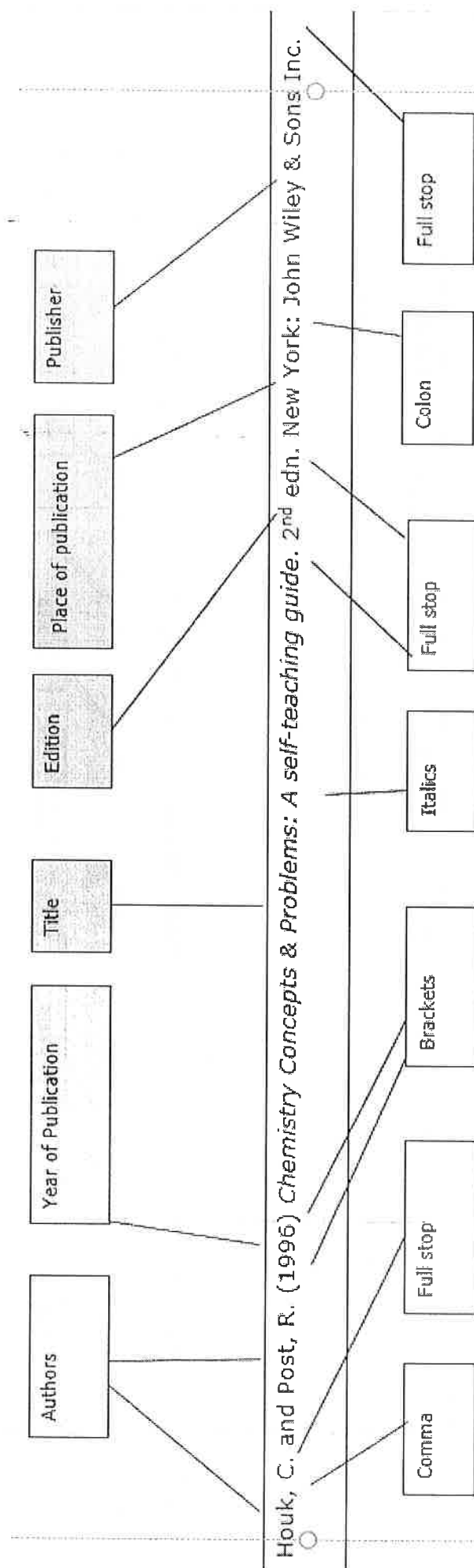
And remember when it comes to Citations...

- 🛡 **Cite when you write**
- 🛡 **Always put in brackets what you wouldn’t say out loud!**

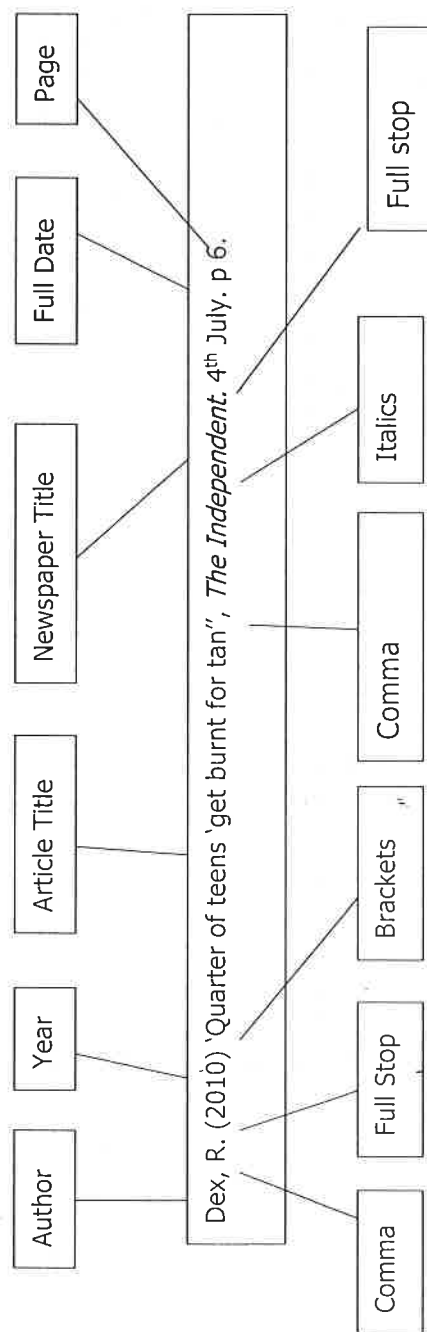
Book Referencing Example – 1 Author



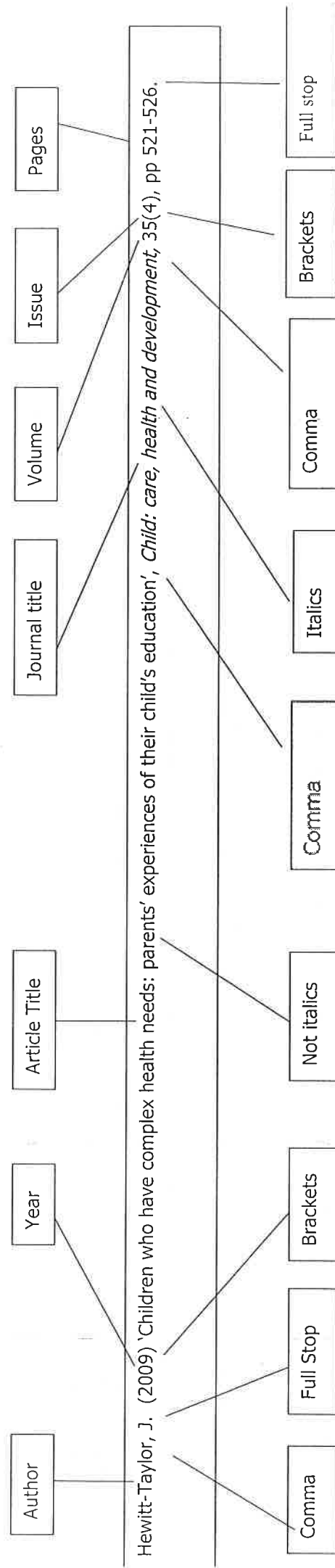
Book Reference Example – 2 Authors



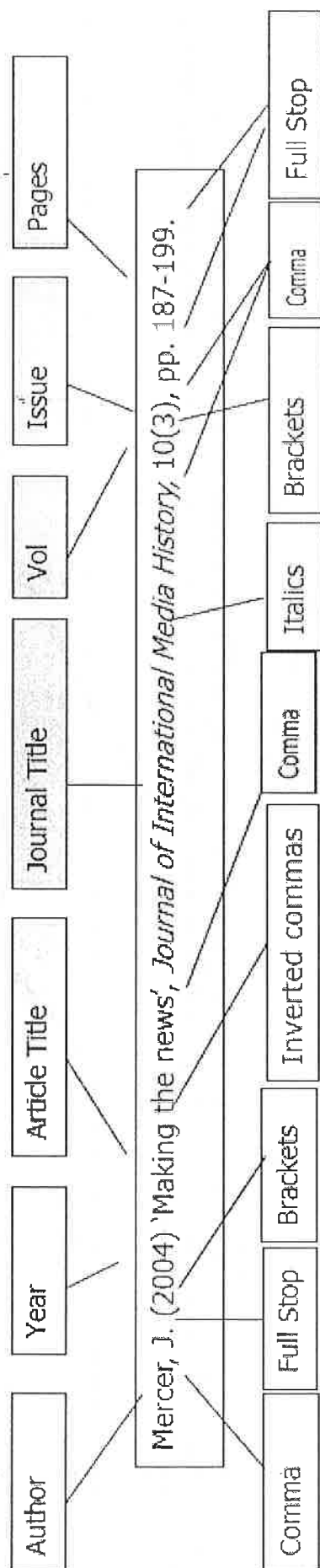
Newspaper Referencing Example



Journal Article Referencing Example



Journal Article Referencing Example



Web Page Referencing Example

