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University of Wales
Trinity Saint David

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REFERENCING HANDBOOK

IEEE

UWTSD: Library and Learning Resources

Version 1.2

Welcome

Welcome to the 1st revised edition of the University of Wales Trinity Saint David's Referencing Handbooks!

Referencing accurately is an essential skill to learn during your studies, and these handbooks are designed to support you in your learning and help you to navigate what can sometimes seem quite confusing. The referencing handbooks are available for the four styles used at UWTSD, with suggestions for further, in-depth resources and advice on getting support from your Academic Liaison Librarian.

We would like to thank the academic staff involved for their time and input in developing these handbooks, and hope these provide a useful resource.

We are happy to receive feedback on these guides, which will be reviewed. Please contact **library@uwtsd.ac.uk** with any suggestions.

The UWTSD Academic Liaison team, Library and Learning Resources

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Introduction

There are four recommended referencing styles in use at the University of Wales Trinity Saint David:

- APA (American Psychological Association)
- Harvard
- IEEE (Institute of Electrical and Electronics Engineers)
- MHRA (Modern Humanities Research Association)

You can find out which referencing standard you should be using by looking in your Programme Handbook. All of the referencing handbooks are available online: **https://uwtsd.ac.uk/library/student-essentials/referencing-handbooks/**

A shorter, handy, quick reference version is also available either online or in your nearest UWTSD library.

How do I use this guide?

The purpose of this handbook is to provide you with the basic principles of referencing, and to get you started in understanding the how and why of referencing. This handbook provides examples of how to produce in-text citations and references from a selection of some of the most widely used sources you may encounter over the course of your studies.

An example of how the reference should appear in your text will be shown in this box.

An example of how the reference should appear in your reference list or bibliography will be shown in this box.

However, this guide is not intended to be exhaustive and additional examples, and guidance can be found on the IEEE website:

IEEE Journal Titles and Abbreviations:
http://ieeeauthorcenter.ieee.org/wp-content/uploads/Journal-Titles-and-Abbreviations.pdf

IEEE Editorial Style Manual:
https://ieeeauthorcenter.ieee.org/wp-content/uploads/IEEE-Editorial-Style-Manual.pdf

IEEE Citation Guidelines:
https://ieee-dataport.org/sites/default/files/analysis/27/IEEE%20Citation%20Guidelines.pdf

What is referencing?

When producing an academic assignment, you will be expected to acknowledge other people's work by referencing them in a recognised and consistent format. You will also need to provide details of the resources you have read for your assignment. There are a number of reasons why this is necessary:

- To demonstrate the breadth of research you have undertaken.
- To add academic credibility to your arguments.
- To enable readers to find the sources you have used in your work.
- To acknowledge the work of others and avoid accidental plagiarism.

How do I avoid plagiarism?

Accurate referencing also means you avoid plagiarism, which is passing off someone else's work as your own. The University's full definition of plagiarism can be found within the University regulations: **http://www.uwtsd.ac.uk/academic-office/university-regulations-student-guide/**

Plagiarism can be deliberate or accidental; without accurate referencing, it is possible to accidentally plagiarise someone else's work. Therefore, understanding when and how to reference will help you to easily avoid this.

Do you have any tips before I begin my work?

- Make sure that you know which referencing style your School recommends before you begin. This information is included in your Programme Handbook.
- Keep a record of the sources you read as you go along.
- Be consistent in the records you keep and in the way you reference.
- Give yourself enough time to check your work.
- Try to put yourself in the shoes of the reader. Think: "if I wanted to find the source of this information, could I?"
- If in doubt, seek clarification or ask for help!

How can I get further help and support?

You will be given an in-class session on referencing during the first year of your course, and regular workshops and drop-in opportunities are also made available throughout the academic year via our **InfoSkills** programme: **http://uwtsd.ac.uk/library/infoskills/**. Follow **@UWTSDLib** on Facebook, Twitter or Instagram for updates on when and where these will be held.

There is a dedicated Academic Liaison Librarian for each academic area, and their role is to support you with a variety of information skills throughout your course. Find out who your Academic Liaison Librarian is and book an appointment here: **https://uwtsd.ac.uk/library/student-essentials/meet-your-academic-liaison-librarian/** or by popping into your nearest UWTSD library.

Support for referencing is also available from Student Services, and study skills drop-ins are available across the campuses.

Students at Partner Institutions should check with the library at their home institution to find out which standard they should be using and where to get support.

IEEE Referencing: The Basics

The IEEE referencing style is a numeric system, used primarily within the field of Computing and consists of:

In-text citations

These are used when referring to a source of information within the text of your assignment to show where it came from. Sources should be acknowledged with a citation number in square brackets [ ], continuing in ascending order throughout your assignment, unless you are referring to a previously cited source, in which case you should repeat the same number. If you are quoting directly from the source, or referring to specific tables, graphs etc. you should use a different citation number each time and indicate the relevant page/figure numbers in your reference list. The in-text citation number should be placed directly after the reference and within the punctuation, e.g.

…as demonstrated in [3].

Refer to multiple sources by combining your citation numbers, e.g.

For more details see [2], [8], [11].

Use an author name to introduce a source, e.g.

As shown by Jones [16]…

If there are more than six authors, use et al. after the first author, e.g.

Witherspoon et al. [7] offer evidence…

A reference list

The purpose of the in-text citation is to refer you to the full details of the publication within a reference list or bibliography at the end of your work. It should enable any reader to locate your original source. In IEEE style your reference list should be in numeric order (not alphabetical) and should be formatted as follows:

- Align references left
- Single-space entries, double-space between
- Place number of entry at left margin, enclosed in square brackets
- Indent text of entries

A bibliography can also sometimes be requested by your tutor. A bibliography is a list of all the sources you have read for your assignment, whether or not you have cited them in your text and therefore more exhaustive than a reference list. If you are not sure which is required, ask your lecturer.

How do I quote, paraphrase and summarise in my work?

Quotations

A quotation means that you take the exact wording as used by another author and insert it in your work. Direct quotations should be used sparingly and only when they are relevant to the argument you are making in your work.

Long quotation – 3 lines or more

Format:

- Enter as a separate paragraph.
- Indent the paragraph.
- Quotation marks are not required.
- Follow with the in-text citation [in square brackets].

Example:

The growth of social media and accessibility of the internet has led to a rapid increase in digital citizenship. As Bradley comments:

> Over the last decade the internet has slowly but surely morphed into a resource that allows individuals to share whatever they wish, from their innermost thoughts to photographs of their suppers. Moreover, they can do this with virtually no technical background knowledge or skill [1].

Short quotation – less than 3 lines

Format:

- Include in the body of text.
- Enclose in double quotation marks.
- Follow with the in-text citation [in square brackets].

Example:

Bradley emphasises that modern digital citizens can participate in the online community with "virtually no technical background knowledge or skill" [1].

Paraphrasing and summarising

Paraphrasing is when you take someone else's idea and put it into your own words. Summarising is when you provide a brief overview of someone else's idea. You should provide a citation even when paraphrasing, to acknowledge the source. You would only need to provide a page number if you are referring to a very specific area or part of the text. You will need to use your judgment as to whether this is necessary. Put yourself in the shoes of the reader: are you referring to a whole work or concept or a very small part of it.

Example:

Bradley [1] notes that the growth and accessibility of the internet and its various social media platforms has made it easier than ever for individuals with very little IT knowledge to become digital citizens and participate in a growing online community.

How do I reference specific types of resources?

1. Books and e-books

Most references to books should adhere to the following general format. Elements may vary slightly. Specific examples are provided.

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
- Assigned citation number in square brackets
- Author's initials and surname
- Title: subtitle (in italics)
- Edition (if relevant)
- City of publication: Publisher
- Year of publication
- Chapter, section or page numbers if applicable

1.1 Book with up to six authors

[2]

[2] R. Hayes, G. Pisano, and S. Wheelwright, *Operations, Strategy, and Technical Knowledge*, Hoboken: Wiley, 2007.

1.2 Book with more than six authors

[3]

[3] W. K. Chen, *et al. Linear Networks and Systems*, Belmont: Wadsworth Press, 2003.

1.3 Chapter within an edited book

[4]

[4] E. D. Lipson and B. D. Horwitz, "Photosensory Reception and Transduction," in *Sensory Receptors and Signal Transduction*, J. L. Spudich and B. H. Satir, Eds., New York: Wiley-Liss, 2001, ch.7, pp.1-64.

1.4 Book with an organisation as author

In this case, the name of the organisation is treated as the author.

[5]

[5] Council of Biology Editors, *Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers*, 6th ed., Cambridge: Cambridge University Press, 2006.

How do I reference specific types of resources?

1.5 E-books

Treat an e-book in exactly the same way as a print book but include [E-book] at the end, for clarity.

[6]	[6] L. Bass, P. Clements, and R. Kazman, *Software Architecture in Practice*, 2nd ed. Reading: Addison Wesley, 2003. [E-book]

1.6 Chapter within an edited E-book

According to Rizzoni [7]…	[7] G. Rizzoni, "Electrical engineering," in *Mechatronic Systems, Sensors, and Actuators*, R. H. Bishop, Ed., London: CRC Press, 2008, sec.II, ch.11, pp.11-36. [E-book]

1.7 Secondary citation

Secondary referencing is when the information source you are using has summarised or referred to the work or research of another author, and you want to use this in your own work.

The IEEE referencing style recommends that you always try and locate and reference the original source, but if you cannot you are advised to cite the information source you have read, but make it clear that it is a secondary reference, e.g.

Mark Barnett, as cited in William Smith's [1] seminal work on Computer Networks, is credited with having identified "a significant skills gap in the area of cybersecurity."

Here, [1] should cite the William Smith book you have read, not the Mark Barnett book he is quoting.

How do I reference specific types of resources?

2. Journal, newspaper and magazine articles

Most references to journal, newspaper and magazine articles should adhere to the following general format. Elements may vary slightly. Specific examples are provided.

In-text citation:
[Assigned citation number]

Reference list / Bibliography
Print:
- Assigned citation number in square brackets
- Author's initials and surname
- "Title of article"
- Title of Journal, newspaper or magazine (in italics)
- Volume
- Issue number (if known)
- Page range
- Abbreviated month, day and year of publication

Electronic (only required if ONLINE ONLY):
The above plus
- [Online]
- Available: URL or DOI (Digital Object Identifier) if available.
- Date Accessed in square brackets

[8]

[8] M. T. Kimour, "Deriving objects from use cases in real-time embedded systems," *Information and Software Technology*, vol. 47, no. 8, p. 533, June 2005.
OR
[8] M. T. Kimour, "Deriving objects from use cases in real-time embedded systems," *Information and Software Technology*, vol. 47, no. 8, p.533, June 2005. [Online]. Available: ProQuest, http://www.umi.com/proquest/ . [Accessed November 12, 2017].

2.1 Journal articles with two to six authors

[9]

[9] K. A. Nelson, R. J. Davis, D. R. Lutz, and W. Smith, "Optical generation of tuneable ultrasonic waves," *Journal of Applied Physics*, vol. 53, no. 2, pp.1144-1149, Feb. 2002.

How do I reference specific types of resources?

2.2 Journal articles with more than six authors

[10]

[10] S. Shamshirband *et al*. "Sensorless estimation of wind speed by adaptive neuro-fuzzy methodology," *Int. Jnl. of Elect. Power and Energy Syst.*, vol. 62, pp.490-495, Nov. 2014.

2.3 Newspaper article

[11]

[11] T. Wallace, "Skills shortage lifts cybersecurity workers' pay by 10 percent," *The Daily Telegraph*, p.5, Nov. 10, 2017.

2.4 Magazine article

[12]

[12] S. Krumdieck, "Transition engineering: planning and building the sustainable world," *Futurist*, pp.35-41, Jul. 1, 2013.

3. Internet

Most references to the internet should adhere to the following general format. Elements to be included will vary, depending on the type of information you are referencing. See the section on books (1) to find examples of how to reference e-Books, the section on journals (2) for references to articles found on the internet etc.

In-text citation:
[Assigned citation number]

Reference list / Bibliography:

- Assigned citation number in square brackets
- Author's initials and surname
- "Title of page, post or video"
- Title of Website, blog/vlog (in italics)
- Paragraph number if applicable
- Date of posting (abbreviated month, day, year)
- [Online]
- Available: URL
- Date accessed in square brackets

Many websites do not give an author. In this instance use the organisation/corporate author instead.

How do I reference specific types of resources?

3.1 Website with one author

[13]

[13] J. Geralds, "Sega Ends Production of Dreamcast," *vnunet*, Jan. 31, 2007. [Online]. Available: http://nli.vnunet.com/news/1116995. [Accessed Sept. 12, 2007].

3.2 Website with an organisation as author

[14]

[14] University of Wales Trinity Saint David, "Faculty of Architecture, Computing and Engineering," *UWTSD*, 2017. [Online] Available: http://www.uwtsd.ac.uk/face/ [Accessed Jan. 3, 2018].

3.3 Blog or vlog

[15]

[15] M. Smith, "Engineering Hub leading the way in plastics recycling," *School of Engineering Blog*, Dec. 20, 2013. [Online] Available: http://engineering.blogs.lincoln.ac.uk/2013/12/20/engineering-hub-leading-the-way-in-plastics-recycling/ [Accessed Jan. 3, 2018].

3.4 Video / film on a sharing website – eg. YouTube

[16]

[16] TED Talks, "Beware Online Filter Bubbles", *YouTube*, May, 2, 2011. [Online] Available: https://www.youtube.com/watch?v=B8ofWFx525s [Accessed Jan. 3, 2018].

3.5 Podcast

[17]

[17] D. Johns, Speaker, "An engineering adventure", *Uni. of Bath Public Lecture Podcasts*, Oct. 26, 2011. [Online] Available: http://www.bath.ac.uk/podcast/itunes/itunes-rss/124-podbath-DanJohns.mp3 [Accessed Jan. 3, 2018].

How do I reference specific types of resources?

4. Conferences

Most references to conferences should adhere to the following general format. Elements may vary slightly. Specific examples are provided.

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
Print:
- Assigned citation number in square brackets
- Author of paper or editor of proceedings, initials and surname (use et al. if more than six)
- "Title of paper"
- Title of Proceedings (in italics)
- Title of conference
- Date and Location of conference
- Place of publication & publisher (published proceedings)
- Date of publication (published proceedings)
- Session or presentation numbers if applicable

Electronic:
The above plus
- [Online]
- Available: URL or DOI (Digital Object Identifier) if available.
- Date Accessed in square brackets

4.1 Full conference proceedings

[18]

[18] T. J. van Weert and R. K. Munro, Eds., *Informatics and the Digital Society: Social, ethical and cognitive issues*, Open Conference on Social, Ethical and Cognitive Issues of Informatics and ICT, July 22-26, 2002, Dortmund, Germany. Boston: Kluwer Academic, 2003.

4.2 Individual conference paper published in proceedings

[19]

[19] S. Christensen and F. Oppacher, "An analysis of Koza's computational effort statistic for genetic programming," in *Genetic programming: EuroGP 2002: Proceedings of the 5th European Conference on Genetic Programming, April 3-5, 2002, Kinsdale, Ireland*. Berlin: Springer, 2002. pp.182-91.

How do I reference specific types of resources?

4.3 Individual conference paper available online

[20]	[20] K. Silius, A. Tervakari, O. Pirttila, J. Paukkeri, and T. Makela, "A tool for evaluating social media enhanced learning environments," in *Global Engineering Education Conference (EDUCON)*, 2014, Istanbul, Turkey, pp.152 - 157. [Online] Available: IEEEXplore, DOI: 10.1109/EDUCON.2014.6826082 [Accessed Jan. 3, 2018].

4.4 Individual conference paper (unpublished)

[21]	[21] F. Georgiades, J. Warminski and M. Cartmell, "Nonlinear modal analysis of an L-shape beam structure," presented at the 4th International Conference on Localization, Energy Transfer and Nonlinear Normal Modes in Mechanics and Physics, Jul. 1-5, 2012, Haifa, Israel, session 6.

How do I reference specific types of resources?

5. Dissertations and theses

Most references to dissertations and theses should adhere to the following general formats. Elements may vary slightly. Specific examples are provided. Ensure that you have permission before using unpublished material in your work. If the theses is available online you should provide the URL to aid location.

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
Print:
- Assigned citation number in square brackets
- Author's initials and surname
- "Title of thesis"
- MSc thesis OR PhD dissertation
- Department (if known)
- University
- City of University
- Year of submission

Electronic:
The above plus
- [Online]
- Available: URL or DOI (Digital Object Identifier) if available.
- Date Accessed in square brackets

5.1 Msc

[22]

[22] D. Williams, "Shirdi Sai Baba Online: devotion in cyberspace," MSc thesis, University of Wales Trinity Saint David, Lampeter, 2012. [Online] Available: http://repository.uwtsd.ac.uk/id/eprint/432 [Accessed Jan. 3, 2018].

5.2 PhD

[23]

[23] N. Van der beek, "From practice to theory: computational studies on fluorescence detection and laser therapy in dermatology," PhD dissertation, School of Applied Computing, University of Wales Trinity Saint David, Swansea, 2017. [Online] Available: http://repository.uwtsd.ac.uk/id/eprint/819 [Accessed Jan. 3, 2018].

How do I reference specific types of resources?

6. Reports and handbooks

Most references to reports and handbooks should adhere to the following general format. Elements may vary slightly. Specific examples are provided.

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
Print:
- Assigned citation number in square brackets
- Author's initials and surname (if available)
- "Title of report" OR Title of Manual (in italics)
- Edition (if applicable)
- Company or Organisation
- City
- Report number (if available)
- Year of publication

Electronic:
The above plus
- [Online]
- Available: URL
- Date Accessed in square brackets

6.1 Research report

[24]

[24] D. Corbus and M. Meadors, "Small wind research turbine," Nat. Renewable Energy Laboratory, Boston, NREL/TP-500-38550, 2005.

6.2 Research report available online

[25]

[25] "Shut down or restart? The way forward for computing in UK schools," The Royal Society, London, 2012. [Online] Available: https://royalsociety.org/~/media/education/computing-in-schools/2012-01-12-computing-in-schools.pdf [Accessed Jan. 3, 2018].

6.3 Handbook/Manual

[26]

[26] *Motorola Semiconductor Data Manual*, Motorola Semiconductor Products Inc., Phoenix, 1989.

How do I reference specific types of resources?

7. Legal and government publications

The following examples of legal publications are given in IEEE format. This may vary from referencing systems, such as the Oxford Standard for the Citation of Legal Authorities (OSCOLA), which are used in many UK law schools.

7.1 Act of Parliament (Statute)

In-text citation:
[Assigned citation number, page or chapter number if applicable]

Reference list / Bibliography:
Print:
- Assigned citation number in square brackets
- Title and Year of Act of Parliament (in italics)
- Chapter number (if applicable)
- City of publication
- Publisher
- Date of commencement

Electronic:
The above plus
- [Online]
- Available: URL
- Date Accessed in square brackets

Government legislation [27] now reinforces this approach…

[27] *Computer Misuse Act 1990*, ch.3, London: TSO, Jun. 29th 1990. [Online] Available: http://www.legislation.gov.uk/ukpga/1990/18/contents [Accessed Jan. 3, 2018].

7.2 Green and White papers

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
Print:
- Assigned citation number in square brackets
- Government Department
- "Title of Paper"
- City of publication
- Publisher
- Paper number (if known)

Electronic:
The above plus
- [Online]
- Available: URL
- Date Accessed in square brackets

28]

[28] Department for Trade and Industry, "Meeting the Energy Challenge: A White Paper on Energy", London: TSO, CM7124, May 2007.

How do I reference specific types of resources?

7.3 Government publication

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
Print:
- Assigned citation number in square brackets
- Government Department
- "Title of Publication"
- City of publication (if known)
- Publisher (if known)
- Publication number (if available)
- Abbreviated month and year of publication

Electronic:
The above plus
- [Online]
- Available: URL
- Date Accessed in square brackets

[29]

[29] Department of Health, "2017/18 Data Security and Protection Requirements", DDP/13920, Oct. 2017. [Online] Available: https://www.gov.uk/government/publications/data-security-and-protection-for-health-and-care-organisations [Accessed Jan. 4, 2018].

8. Scientific and technical information

Most references to scientific and technical information should adhere to the following general format. Elements may vary slightly. Specific examples are provided.

8.1 Technical Standard

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
- Assigned citation number in square brackets
- Title of Standard (in italics)
- Standard number
- Year of publication

[30]

[30] *Shunt Power Capacitors*, IEEE Standard 18-2012, 2013.

How do I reference specific types of resources?

8.2 Patent

In-text citation:	Reference list / Bibliography:
[Assigned citation number]	• Assigned citation number in square brackets • Inventor initials and surname • "Title of patent" • Country where patent is registered • Patent number • Date of issue (abbreviated month, day, year)
[31]	[31] J. Dyson, "Multi cyclone vacuum cleaner," G.B. Patent 2 337 274, Oct. 9, 2001.

8.3 Graphs, figures and tables

If you *reproduce* any graphs, figures or tables from another source you should provide an accompanying caption as your in-text citation, acknowledging the source. Your reference list should then include full citation details appropriate to the type of source you are using.

In-text caption:	Reference list / Bibliography:
• Title of graph, figure or table • Citation number of source • Page number • Graph, figure or table number	• Assigned citation number in square brackets • Reference source according to appropriate guidelines listed in this document.
Search options in Google [32]	[32] P. Bradley, *Expert Internet Searching*, 5th Ed., London: Facet Publishing, 2017, p.44, Fig.3.1.

If you are just referring to a graph, figure or table, without actually reproducing it, you only need to include the regular in text citation [32] within the body of your work, as normal.

How do I reference specific types of resources?

9. Film, television and radio

Most references to film and television should adhere to the following general format. Elements may vary slightly. Specific examples are provided.

9.1 Television or radio broadcast

In-text citation:	Reference list / Bibliography:
[Assigned citation number]	• Assigned citation number in square brackets • Initials and surname of presenter • Responsibility (e.g Presenter) • Title of Programme (in italics) • [Television broadcast] or [Radio broadcast] • City of production company (if known) • Production company (if known) • Broadcast channel • Date of broadcast **Electronic:** The above plus • [Online] • Available: URL • Date Accessed in square brackets
[33]	[33] D. MacIntyre, Presenter, *Panorama: What Facebook Knows About You*, [Television broadcast], London: BBC One, May 8, 2017. [Online] Available: http://www.bbc.co.uk/programmes/b08qgbc3 [Accessed Jan. 9, 2018].

How do I reference specific types of resources?

9.2 Television or radio interview

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
- Assigned citation number in square brackets
- Interviewee initials and surname
- Responsibility (interviewee)
- Interviewer initials and surname (if known)
- Responsibility (interviewer)
- Title of Programme (in italics)
- [Television broadcast] or [Radio broadcast]
- City of production company
- Production company (if known)
- Broadcast channel
- Time of interview
- Date of interview/broadcast

Electronic:
The above plus
- [Online]
- Available: URL
- Date Accessed in square brackets

[34]

[32] C. Brown, Interviewee, and H. Edwards, Interviewer, *BBC News*, [Television broadcast], London: BBC News Channel, 17:36, Apr. 15, 2010.

9.3 Film on DVD

In-text citation:
[Assigned citation number]

Reference list / Bibliography:
- Assigned citation number in square brackets
- Director's initials and surname
- Responsibility (Director)
- Film Title (in italics)
- [DVD]
- City of production company
- Production company
- Year of publication

[35]

[35] D. Fincher, Director, *The Social Network*, [DVD], LOS Angeles: Sony Pictures, 2011.

How do I reference specific types of resources?

10. Software, apps and computer games

Most references to software, apps and computer games should adhere to the following general format. Elements may vary slightly. Specific examples are provided.

10.1 Software

In-text citation:	Reference list / Bibliography:
[Assigned citation number]	• Assigned citation number in square brackets • Title of Software • Version • [Software] • City of publication • Publisher or developer • Year of publication
[36]	[36] EndNote, Version X8.1, [Software], Philadelphia: Clarivate Analytics, 2017.

10.2 App

In-text citation:	Reference list / Bibliography:
[Assigned citation number]	• Assigned citation number in square brackets • Title of App • Version • City of publication • Developer • Year of publication • [App] • Available: URL • Date Accessed in square brackets
[37]	[37] Spotify Music, Version 8.4.28 for iOS, London: Spotify Ltd., 2017. [App] Available: https://itunes.apple.com/gb/app/spotify-music/id324684580?mt=8 [Accessed Jan. 9, 2018].

How do I reference specific types of resources?

10.3 Computer games

In-text citation:	Reference list / Bibliography:
[Assigned citation number]	• Assigned citation number in square brackets • Title of Game • [CD-ROM] or [Software] • City (or country) of publication • Publisher or developer • Year of publication
[38]	[38] The Hobbit: The prelude to the Lord of the Rings. [CD-ROM], United Kingdom: Vivendi Universal Games, 2003.

Language

Usually, references should be cited in their original language, regardless of the language you are writing in yourself e.g.

[1] B. Rappin, "Une herméneutique du texte taylorien: Exception, coopération, amitié," *Revue Française de Gestion*, vol. 44, no. 276, pp.33-45, 2018.

However, if they are also in a different script, they should still remain in their original language but be provided in the script that your own work uses i.e. most likely, Latin script unless you are writing your assignment in Chinese or Islamic script e.g.

2] 鷲田清一, 京都の平熱 : 哲学者の都市案内, 東京: 講談社, 2007.

should be changed to:

[2] K. Washida, *Kyōto no heinetsu: tetsugakusha no toshi annai*, Tōkyō: Kōdansha, 2007.

Referencing software

Once you have mastered the basics of referencing using this handbook and the recommended supporting resources, you can consider progressing onto an online software. The Library provides access to **RefWorks**, which is an online programme that helps you to record your sources in one place and supports you in referencing them. It can be accessed via the library website, using your UWTSD login: **https://uwtsd.ac.uk/library/student-essentials/refworks/**

There are also a variety of open source alternatives such as Zotero and Mendeley which provide similar functionality, however please be aware the UWTSD does not support use of these platforms or provide any related software on UWTSD IT equipment.

Although referencing software can be a hugely useful tool for organising your research, it is not always 100% accurate and is not a substitute for developing these skills yourself. An understanding of referencing, before you move onto using one of these platforms, is advisable; it is essential to check your references for accuracy, especially for punctuation and capitalisation.

However, if you feel you are ready to use referencing software or would like to find out more about it, please make use of the online tutorials available on the RefWorks site, or contact your Academic Liaison Librarian who will be happy to support you.