

Referencing basics

Citations in the text

One author	
Direct citation	Jones (2009)
Indirect citation	(Jones, 2009)

Two authors	
Direct citation	Chase and Simon (1973)
Indirect citation	(Chase & Simon, 1973)

Between three and five authors	
First citation	ALL surnames, separating names with commas with and/& falling between the last two (same rules apply for direct and indirect)
Subsequent citations	Only cite the first authors surname followed by 'et al.'

More than six authors	
Only give the first authors surname followed by 'et al.' even when using it for the first time	

Citing multiple authors in the same sentence	
Order the citations of two or more works by different authors within the same parentheses alphabetically (including citations that shorten to et al.) and separate these with semicolons.	
E.g., Several studies (Eysenck & Keane, 1980; Miller, 1967; Thomas, 1999) have suggested that.....	

Quotations

Use quotation marks around the quote	“.....”
Quotations require the authors surname(s) [as above], plus the date of the book/article and the page number!	Hutchings and Phelps (2007, p.123)
For quotations that are more than 40 words long , the quotation marks should be omitted and the quote should be set as an extract and indented to the left.	
General rule:	Try to use between zero to two quotes per psychology assignment; preferably zero!

The reference list

Arranged in alphabetical order by the first authors surname	
All references should be double spaced and have a hanging indent in the reference list.	
'&' goes between the last two surnames at all times	Never 'and'!
Titles of books should be <i>italicised</i>	
Journal names should be <i>italicised</i> – the title of the article should not Volume numbers should be <i>italicised</i> – issue numbers should not	
Dates go in (parentheses), as do edition numbers of books.	E.g., Gross, R. (2010). <i>Psychology: The science of mind and behaviour</i> (6 th ed.). Abingdon: Hodder Education.
Volume numbers of journal articles should be <i>italicised</i> – issue numbers and page numbers should not	Holtgraves, T. (2009). Gambling, gambling activities, and problem gambling. <i>Psychology of Addictive Behaviours</i> 23(2), 295-302.

Books in the reference list
Authors surname, initial(s). (publication year). <i>Book title</i> . Place of publication: Publisher
e.g., Brace, N., Kemp, R., & Snelgar, R. (2012). <i>SPSS for psychologists</i> . (5 th ed.). Basingstoke: Palgrave Macmillan.

Journal articles in the reference list
Authors surname, initial(s). (publication year). Title of article. <i>Title of journal (with capitals for main words)</i> , volume(issue), page range.
e.g., Scannel, E. D., Quirk, M. M., Smith, K., Maddern, R., & Dickerson, M. (2014). Females' coping styles and control over poker machine gambling. <i>Journal of Gambling Studies</i> , 16(4), 417-432.

Websites in the reference list
Be careful! Just because you have found something on the web, it doesn't mean that you are citing or referencing a website.
Personal or Corporate Author. (Date of last update or date of revision; if not known, put n.d.). <i>Title of specific document/page</i> . Retrieved from URL
Any websites that are likely to change over time should also include the retrieved date: E.g., Retrieved February 17. 2018 from URL
Beard, M. (2006). <i>The fall of the Roman Republic</i> . Retrieved from http://www.bbc.co.uk/history/ancient/romans/fallofroman_republic_article_01.shtml