

OTHERS' WORK	<h1>Basic reference and citation (Harvard APA)</h1>
<i>No. OW1</i>	

Please note: most University of Portsmouth courses require that students use the Harvard APA referencing system. The exceptions are:

- Students of the School of Pharmacy and Biomedical Sciences, who are expected to use the 'Vancouver' referencing protocol
- Students following History courses in the School of Social, Historical and Literary Studies (SSHLS), or Law course in the Business School, who are expected to use a protocol that uses footnotes

If you fall into either of the above categories you must NOT follow the examples on this sheet. If you have any doubts, consult your tutor.

Referencing is what you do at the end of an assignment where you *list* the sources you have used to complete that piece of work. This list is called either a **reference list** or a **bibliography**¹, and it is always written in alphabetical order by author name.

Citation is what you do *in the actual text* of your assignment when you want to indicate the source you have used or from which you have quoted.

This sheet gives **examples** of references and citations for just three common source types. For detailed explanation of referencing and plagiarism and advice on the full range of source types please consult the guide *Referencing and citation (Harvard APA style)*, available from the Frewen Library and the Academic Skills Unit in the Nuffield Centre and from <http://www.port.ac.uk/infoskills>.

Type of source	Reference structure	Citation example
Books	Dryden, G. & Vos, J. (1999). <i>The learning revolution</i> . Torrance, CA: The Learning Web.	It has been claimed that <i>belief</i> that one is a poor learner can become a 'self-fulfilling prophecy' (Dryden & Vos, 1999, pp. 231 – 233).
	Kennedy, A. (2000). <i>The Rough Guide to the Internet</i> (6 th ed.). London: Rough Guides.	...indeed the Internet has even been described as a "real bag of tricks" (Kennedy, 2000, p. 3).
	Muir, J. (2000). <i>Excel 2000: An advanced course for students</i> . Exeter: Learning Matters.	Muir (2000, p. 56) makes the point that it is sometimes convenient to...

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¹ Strictly speaking a **bibliography** includes all sources you have used, whereas a **reference list** contains only sources you have cited in your text.

(contd.)

Type of source	Reference structure	Citation example
Journal articles	Bush, J. (2001). Ladylike lives? Upper class women's autobiographies and the politics of late Victorian and Edwardian Britain. <i>Literature and History</i> , 10(2), 42 – 61.	Julia Bush (2001, p. 52) comments that Cecil Rhodes was the subject of “widespread upper class female hero-worship” and this is reflected in the letters of...
	Delle Fave, A., Bassi, M., & Massimini, F. (2003). Quality of experience and risk perception in high-altitude rock climbing. <i>Journal of Applied Sport Psychology</i> , 15(1), 82 – 98.	A recent study into climbers' motivation and risk perception found that 'I wanted to do it' was the most common reason given for undertaking activities perceived as 'risky' (Delle Fave, Bassi & Massimini, 2003, p. 92).
	Hucklesby, A. (2001). Police bail and the use of conditions [Electronic version] ² . <i>Criminal Justice</i> , 1(4), 441 – 463.	Hucklesby (2001, pp. 444 – 445) identifies a number of potential 'abuses' of this new power, including...
Internet documents	<i>Eating disorders in males</i> . (n.d.). Retrieved December 10, 2003, from the National Centre for Eating Disorders Web site: http://www.eating-disorders.org.uk/docs/males.doc	...and it follows that research into eating disorders in men is therefore much rarer (“Eating disorders”, n.d., para. 4).
	Komaitis, K. (2003). ICANN: Guilty as charged? <i>The journal of information, law and technology</i> , 2003(1). Retrieved February 9, 2004, from http://elj.warwick.ac.uk/jilt/03-1/komaitis.htm ³	It has been argued that ICANN was also, in some cases, contravening United States antitrust laws (Komaitis, 2003).
	Logan, T. (2004). <i>TV-style adverts arrive on web</i> . Retrieved February 9, 2004, from http://news.bbc.co.uk/1/hi/technology/3453663.stm	New video advertisements were to be tested on fifteen “high profile” Web sites in February 2004 (Logan, 2004, para. 1). This development may...

Consult the guide *Referencing and citation (Harvard APA style)*, available from <http://www.port.ac.uk/ask> and from the Frewen Library, for full explanation of referencing and citation and for examples of all other source types.

² Add 'Electronic version' in square brackets if you viewed and/or printed the article from an online source.

³ Use this format if the journal is available only online (i.e. is not produced in printed form).