

HAPPY REFERENCING

Writing a Bibliography\References

What is a bibliography\Referencing

At the end of any piece of work (from an essay to an article for publication), you need to include a bibliography (list of references) of the materials used in writing your work. Referencing is a standardised method of acknowledging the sources of information and ideas you have used. Usually you will identify these sources in the text (either with the author's surname and date in brackets, or with a number) and then include the full references as footnotes and/or as a list at the end of the work.

A bibliography lists any material read on a topic, even if not referred to directly in the writing of your assignment.

A reference lists only includes information from the sources used in writing your assignment.

Ask your teacher to clarify whether they require all readings or only resources actually used.

Why should You reference?

- to acknowledge the source of information and ideas of others
- avoids plagiarism
- enables your reader or teacher to locate and verify your sources
- demonstrates that you have read widely and used quality sources

What do You need to reference?

Any source of information, including:

- books
- book chapters
- journal and magazine articles
- websites
- surveys
- emails
- pictures
- mobile apps
- class discussions / lectures
- + any source of information you have used

What information do You need?

Whenever you take notes, or make a photocopy/print-out of information that you intend to use in your work, make sure that you make a full record of its source. It is always far more difficult and time-consuming to look up references later. The information that you will generally need is:

For a book	For a journal article or book chapter	For electronic media
Author or editor	Author of article/chapter	Author or editor
Title of book	Title of article/chapter	Year of publication
Year of publication	Year of publication	Article title
Place of publication	Journal title/Book title (and editor)	Type of medium
Publisher	Volume number	Location (e.g. URL, database)
	Issue number	Date accessed
	Page numbers for the article	

There are several Citation Referencing styles are :

- APA (American Psychological Association) is used by Education, Psychology, and Sciences
- MLA (Modern Language Association) style is used by the Humanities
- Chicago style is generally used by Business, History, and the Fine Arts
- Harvard Referecing style
- Turabian: A Manual for Writers of Research Papers, Theses, and Dissertations

For Examples Refer the below mentioned Links

Chicago style

http://www.chicagomanualofstyle.org/tools_citationguide.html

http://writing.wisc.edu/Handbook/DocChicago_Bibliography.html#presentation

MLA Style

http://libguides.murdoch.edu.au/mla/citing_images

APA Style

http://flash1r.apa.org/apastyle/basics/index.htm?_ga=1.140397491.1828636883.1490850062

http://sites.umuc.edu/library/libhow/apa_examples.cfm?noprint=true

Harvard Referecing style

<http://openjournals.net/files/Ref/HARVARD2009%20Reference%20guide.pdf>

More Examples

1. https://app.secure.griffith.edu.au/reference_tool/index-core.php
2. <http://www.lib.latrobe.edu.au/referencing-tool/>

Referencing Tools

1. <https://www.mendeley.com/>
 2. <http://www.citethisforme.com/>
 3. <http://www.harvardgenerator.com/>
 4. <http://www.neilstoolbox.com/bibliography-creator/>
 5. <https://www.qub.ac.uk/cite2write/harvard31.html>
 6. <https://www.zotero.org/>
 7. <http://www.citationmachine.net/>
 8. <http://www.citefast.com/?s=APA>
 9. <http://www.citefast.com/>
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