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# Harvard Referencing Style

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# Harvard Referencing Style

## What is it?

Academic writing requires authors to support their arguments with reference to other published work or experimental results/findings. A reference system will perform three essential tasks:

- Enable you to acknowledge other authors' ideas (avoid plagiarism).
- Enable a reader to quickly locate the source of the material you refer to so they can consult it if they wish.
- Indicate to the reader the scope and depth of your research.

The Harvard style is a widely used referencing system to help you achieve these objectives.

## How do I use the Harvard Referencing Style?

The Harvard style involves two tasks:

- How you refer to other authors in the body of your text (in-text citation).
- How you compile a list of reference sources at the end of your text (reference list).

## What does it look like?

Here is an extract showing what **in-text citations** look like in the Harvard Style (Where you are not quoting another's specific ideas or exact words. See the next page for these.)

It has been claimed that due to funding being almost exclusively available from the Irish Film Board (IFB), Irish film makers are restricted to the type of Ireland they can depict in their work (MacDougall, 2009). Jervir (2011) argues that subjects such as Northern Ireland are disproportionately represented as these are key areas of interest to the IFB.

Here is an example of what a **Reference List** looks like in the Harvard Style

Hayes, B. C., McAllister, I. and Dowds, L. (2011) 'Depicting Ireland on film, what are we really saying?', *Social Cinema Journal*, 54(4), pp. 454-482.

Jervir, C. E. O. (2010) 'Symbolic violence, resistance and how we view ourselves in Irish Film', *World Cinema*, 37(6), pp. 392-407.

MacDougall, H. (2009) 'Who needs hollywood?: The role of popular genre films in Irish national cinema', *The Canadian Journal of Irish Studies*, 35(1), pp. 39-46.

Moriarty, D. (2012) *Funding models for Irish film makers*. Dublin: Collins Press.

## Quotation

### Quoting ideas

If you are including the ideas of another person from a specific page range or page in a source, rather than direct quotation, Harvard also requires you to include a page number. Your quote would look something like this

In the review it was noted that research shows open plan office spaces damage workers' attention span, creativity and satisfaction (Davis *et al.*, 2011, p. 22).

If you are unclear as to when to include a page number when quoting ideas, discuss this with your lecturer or tutor. Bring along examples to show them.

The Harvard Style dictates that when using another's exact words, known as direct quotation, then those words must be placed in inverted commas/quotation marks (" or """) followed by an in-text citation that includes the Author Last name, Year and page numbers. Inverted commas/quotation marks can be single or double, simply be consistent or check with your lecturer/school. See our two examples below.

### Short quotations

Short quotations are generally held to be two or three lines in length. An example of a short direct quotation would be

It was reported that 'findings show children have a high level of enjoyment, while exercising with the system as indicated by the positive responses to all three questions' (Fitzgerald *et al.*, 2008, p. 66).

### Long quotations

Long quotations are generally held to be longer than three lines. These are laid out in a separate paragraph of text and indented. No inverted commas/quotation marks are included. An example of a long quotation would be

In their research on rehabilitation using Wobbleballs, Fitzgerald and her team conclude that:

The fourth question collected some feedback from children and while most provided positive comments a small number of children (n=13) mentioned that the wobble board was "difficult to control" or "hard to use". We must therefore investigate some easier methods to control the game as an option for some children. Future research is

needed to investigate the benefits of the system as an exercise intervention for children and to examine how training using Wobbleball could be integrated into the existing physical education curriculum in schools. (Fitzgerald *et al.*, 2008, p. 66)

In this guide we show how common reference types should look in your reference list (Reference) along with an example. Immediately following this will be two samples of how that reference should appear as an In-Text-Citation.

If the exact reference type you are looking for is not shown in this guide, look for one similar and follow the same rules. Alternatively consult the book “Cite them Right,” by Richard Pears and Graham Shields which is available in UCD Library.

## Book with one author

Reference: Author/Editor Last name, Initials. (Year) *Title*. Edition. Place of publication: Publisher.

Example: Example: McLeskey, J. (2013) *Inclusion: effective practice for all students?* 2nd edn. London: Pearson.

In-Text-Citation:

- Author Last name (Year)
- (Author Last name, Year)

Example:

- According to McLeskey (2013)
- As has been argued (McLeskey, 2013)

## Book with two or three authors

Reference: First author Last name, Initials, second author Last name, Initials and third author Last name, Initials. (Year) *Title*. Place of publication: Publisher.

Example: Shalloway, A., Murphy T. and Trott, J. (2001) *Design patterns explained: a new perspective on object-oriented design*. London: Addison Wesley.

In-Text-Citation:

- First author Last name, Second author Last name and third author Last name (Year)
- (First author Last name, Second author Last name and third author Last name, Year)

Example:

- Shalloway, Murphy and Trott (2001) suggest that....
- It has been suggested (Shalloway, Murphy and Trott, 2001)

## Book with four or more authors

Reference: First Author's Last name, Initials. *et al.* (Year) *Title*. Place of publication: Publishing company.

Example: McGeady, T.A. *et al.* (2006) *Veterinary embryology*. Oxford: Blackwell.

In-Text-Citation:

- First author Last name *et al.* (Year)
- (First author Last name *et al.* Year)

Example:

- McGeady *et al.* (2006) suggest....
- It has been suggested (McGeady *et al.*, 2006)....

## Book with a corporate author

Reference: Name of corporate author (Year) *Title*. Place of publication: Publisher.

Example: Department of Agriculture, Food and Rural Development (2000) *Pedigree sheep breed improvement programme: performance results for lambs summer 2000*. Cavan: Department of Agriculture, Food and Rural Development.

In-Text-Citation:

- Name of corporate author (Year)
- (Name of corporate author, Year)

Example:

- Figures from the Department of Agriculture (2000) show that....
- Figures from other sources (Department of Agriculture, 2000) show....

## Book with an editor

Reference: Editor(s) Last name, Initials. (ed.) (Year) *Title*. Place of publication: Publisher.

Example: O’Riordan, T. (ed.) (2001) *Globalism, localism and identity*. London: Earthscan.

In-Text-Citation:

- Editor’s Last name (Year)
- (Editor’s Last name, Year)

Example:

- This was examined in O’Riordain (2001)....
- Others have examined this claim (O’Riordain, 2001)....

## Chapter in an edited book

Reference: Chapter Author(s) Last name, Initials. (Year) 'Chapter title', in Editor's(s) last name, Initials. (ed.) *Book title*. Place of publication: Publisher, page range.

Example: Rose, H. (2000) 'Risk, trust and scepticism in the age of the new genetics', in Adam, B. et al. (eds.) *Risk Society and Beyond*. London: Sage, pp. 77-80.

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:

- This was proposed by Rose (2000)....
- It has been proposed (Rose, 2000)....

## Electronic Book (e-Book)

Reference: Authors’ Last name, Initials. (Year) *Title of book*. Available at: URL (Downloaded: Day Month Year).

Example: Luhr, W. (2004) *The Coen brothers' Fargo*. Cambridge University Press film handbooks series. Available at: [http://www.amazon.co.uk/Coen-Brothers-Fargo-Cambridge-Handbooks-ebook/dp/B001G60IQI/ref=kinw\\_dp\\_ke](http://www.amazon.co.uk/Coen-Brothers-Fargo-Cambridge-Handbooks-ebook/dp/B001G60IQI/ref=kinw_dp_ke) (Downloaded: 24 February 2014).

In-Text-Citation:

- Author’s Last name (year)



- (Author's Last name, year)

Example:

- Luhr (2012) suggests that the Coen brothers...
- It has been argued that "The Coen brothers represent a revolution in cinematography" (Luhr, 2012, Chapter 2, 22%).

**Note on URLs:** To get a shorter URL, such as the one above, go to the eBook itself and see if a shortened URL is provided. This is sometimes called a *citable link* or something similar.

## Translated Ancient Texts

Reference: Author Last name, Initials. (Year) *Title*. Translated by (if relevant). Edition (if beyond 1st Edition). Place of publication: Publisher.

Example: Sophocles (1999) *Antigone*. Translated by Mark Griffith. Cambridge: Cambridge University Press.

In-Text-Citation:

- Author Last name (Year)
- (Author Last name, Year)

Example:

- In this tale Sophocles (1999)....
- This tale describes a sister's fight to have her brother buried, and its tragic consequences (Sophocles, 1999).

Note: The format for this example is taken from the book "Cite them Right" by Richard Pears and Graham Shields. If your school uses a different format, go by the School format. Alternatively, check with your module coordinator if the above format will be accepted.

## Translated Books

Reference: Author/Editor Last name, Initials. (Year translation published) *Title*. Translated by translator(s) Initials and Last name. Place of publication: Publisher.

Example: Kafka, F. (2016) *Metamorphosis*. Translated by M. Hoffman. London: Penguin Books.

In-Text-Citation:

- Author Last name (Year)

- (Author Last name, Year)

Example:

- Kafka (2016) evokes alienation....
- This novella describes alienation via a physical transformation (Kafka, 2016).

Note: The format for this example is taken from the book "Cite them Right" by Richard Pears and Graham Shields. If your school uses a different format, go by the School format. Alternatively, check with your module coordinator if the above format will be accepted.

## Print Journal article with one author

Reference: Author Last name, Initials. (Year) 'Article title', *Journal Title*, Volume(Issue), pp. page numbers.

Example: Tovey, H. (2002) 'Risk, morality, and the sociology of animals - reflections of the foot and mouth outbreak in Ireland', *Irish Journal of Sociology*, 11(1), pp. 23-42.

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:

- Tovey (2002) argues....
- It has been argued (Tovey, 2002)....

## Print Journal with two or three authors

Reference: First Author Last name, Initials and Second Author Last name, Initials. (Year) 'Article title', *Journal title*, Volume(Issue), pp. page numbers.

Example: Lopez, I. and Rodriguez, E. (2011) 'The Spanish model', *New Left Review*, 69(May/June 2011), pp. 5 - 28.

In-Text-Citation:

- First author Last name and second author Last name (Year)

- (First author Last name and second author Last name, Year)

Example:

- Lopez and Rodriguez (2011) suggest that....
- It has been suggested (Lopez and Rodriguez, 2011)....

## Print journal with four or more authors

Reference: First Author's Last name, Initials. *et al.* (Year) 'Article title', *Journal title*, Volume(Issue), pp. page numbers.

Example: Janssen, C. *et al.* (2014) 'The catch-22 of responsible luxury: effects of luxury product characteristics on consumers' perception of fit with corporate social responsibility', *Journal of Business Ethics*, 119(1), pp. 45-57.

In-Text-Citation:

- First author Last name *et al.* (Year)
- (First author Last name *et al.*, Year)

Example:

- Janssen *et al.* (2014) suggest....
- It has been suggested (Janssen *et al.*, 2014)....

## E-journal article

Reference: Author(s) Last name, Initials. (Year) 'Article title', *Journal title*, Volume(Issue), pp. page numbers. Available at: URL (Accessed Day Month Year).

Example: Hawke, J., Wadsworth, S., & DeFries, J., (2006) 'Genetic influences on reading difficulties in boys and girls: the Colorado twin study', *Dyslexia*, 12(1), pp. 21-29. Available at: <http://www3.interscience.wiley.com/cgi-bin/fulltext/112098736/PDFSTART> (Accessed 10 February 2009).

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example

- Hawke, Wadsworth and DeFries (2006) argue ....
- Others have shown (Hawke, Wadsworth and DeFries, 2006).....

**Note on URLs:** To get shorter URLs you are permitted to use a *Digital Object Identifier* (DOI) as above. These can usually be found under the title of the journal article either on a database or on the journal article itself. DOIs are permanent links that will not disappear over time.

## Book reviews

**Reference:** Reviewer Last name, Initials. (Year of review) 'Title of review (if available)', Review of *Title of work reviewed* by Author Initials Last name. Publication details of review

**Example:** Zajko, V. (2019) Review of *Female Mobility and Gendered Space in Ancient Greek Myth* by A. Konstantinou. *American Journal of Philology*, 140(2), p. 367, Available at:10.1353/ajp.2019.0021 (Accessed 1 March 2022).

In-Text-Citation:

- Reviewer's Last name (Year)
- (Reviewer's Last name, Year)

Example

- According to Zajko's (2019) review of the book ....
- It has been noted that the theoretical perspectives of interest, covered in this title, could be explored more thoroughly (Zajko, 2019) ...

## Print Newspaper article

**Reference:** Author(s) Last name, Initials. (Year) 'Article title', Journal Title (published online ahead of print Day Month). Available at: DOI/URL (Accessed Day Month Year).

**Example:** Hawke, J., Wadsworth, S., & DeFries, J. (2006). 'Genetic influences on reading difficulties in boys and girls: the Colorado twin study', *Dyslexia* (published online ahead of print 24 September). Available at: <http://www3.interscience.wiley.com/cgi-bin/fulltext/112098736/PDFSTART> (Accessed 10 October 2006).

In-Text-Citation:

Author(s) Last name (Year)

(Author(s) Last name, Year)

Example:

Hawke, Wadsworth and DeFries (2006) argue ....

Others have shown (Hawke, Wadsworth and DeFries, 2006)....

*Note: In the absence of clear guidelines from the title "Cite Them Right", this is how UCD Library interpreted online advice on referencing ahead of print journal publications.*

## Print Newspaper article

Reference: Author(s) Last name, Initials. (Year) 'Article title', *Newspaper Title*, date, page numbers.

Example: O'Dea, W. (2006) 'Irish role in battle group concept will help to bolster UN', *Irish Times*, 10 January, p.16.

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:

- O'Dea (2006) proposed....
- The article (O'Dea, 2006) argues....

## Online Newspaper article

Reference: Author(s) Last name, Initials. (Year) 'Article title', *Newspaper Title*, day month of publication. Available at: URL (Accessed Day Month Year).

Example: Keenan, D. (2011) 'North voters go to polls today', *Irish Times*, 5 May. Available at: <http://www.irishtimes.com/newspaper/ireland/2011/0505/1224296146826.html>. (5 May 2011).

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:

- Keenan (2011) reported....
- In the report (Keenan, 2011)....

## Page on a website

Reference: Webpage Author(s) Last name, Initials. (Year) *Page title*. Available at: URL (Accessed Day Month Year).

Example: Kelly, M. (2004) *Environmental attitudes and behaviours: Ireland in comparative European perspective*. Available at: <http://www.ucd.ie/environ/home.htm> (Accessed 8 February 2009).

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:

- Kelly (2004) responded....
- In the response (Kelly, 2004)....

## Website

Reference: Website author (Year published/Last updated) *Title of Internet Site*. Available at: URL (Accessed Day Month Year).

Example: International Tourism Partnership (2004) *International Tourism Partnership*. Available at: <http://www.internationaltourismpartnership.org/> (Accessed 8 February 2009).

In-Text-Citation: (Website name, Year)

Example: Information available from their website (International Tourism Partnership, 2004) ....

## Encyclopaedia and dictionaries, with authors and editors

Reference: Author Last name, Initials. (Year) 'Entry Title', in Editors Last name, Initials (eds) *Title*. Edn. Place of publication: Publisher. Series and Volume (if available).

Example: Murphy, A.J. (2002) 'Byzantine', in Pearsall and Trumble (eds) *Oxford English Reference Dictionary*. 2nd edn. Oxford. Oxford University Press.

In-Text-Citation:

Author Last name (Year, page number)

(Author Last name, Year, page number)

Example:

According to Murphy (2002, p. 253) 'Byzantine' is defined as ...

'Byzantine' is defined as 'A term used to describe the art associated with the eastern Roman empire, which commenced with the emperor Constantine's foundation of his capital, Constantinople, on the site of the small town of Byzantium 324-30.' (Murphy, 2002, p. 253).

## Online Encyclopaedia and Dictionaries

Reference: Author Last name, Initials. (Year) 'Entry title' in Editors Last name, Initials (eds) *Title*. Series and volume. Available at: url (Accessed day month year).

Example: Brandon, S. (2008) 'Barry, James (c. 1799-1865)' in *Oxford Dictionary of National Biography*. Available at:

<https://www.oxforddnb.com/view/10.1093/ref:odnb/9780198614128.001.0001/odnb-9780198614128-e-1563> (Accessed 22 July 2020).

In-Text-Citation:

Author Last name (Year)

(Author Last name, Year)

Example:

Brandon (2008) describes how Margaret Bulkley disguises herself as a man to become the surgeon James Barry.

Margaret Bulkley disguises herself as a man to become the surgeon James Barry (Brandon, 2008).

In the example above there are no editors or series and volume details, therefore these are not included in the reference.

## Online Encyclopaedia and Dictionaries, no authors or editors

Reference: 'Entry title' (Year) *Title*. Available at: url (Accessed day month year).

Example: 'Canadian Shield' (2020) *Encyclopaedia Britannica*. Available at: <https://www.britannica.com/place/Canadian-Shield> (Accessed 2 June 2020).

In-Text-Citation:

- 'Entry Title' (Year)
- ('Entry Title', Year)

Example:

- The 'Canadian Shield' (2020) is composed of crystalline rock.
- This landmass is composed of crystalline rock ('Canadian Shield', 2020).

## Blog

Reference: Author(s) Last name, First name. (Year site published/Last updated) 'Title of message', *Title of Internet Site*, Day Month of posted message. Available at: URL (Accessed Day Month Year).

Example: O'Connor, John (2010) 'Global warming and the future', *Jane Murphy Blog*, 14 January. Available at: <http://janemurphyblog.com/blogs/archive/2010/01/14/115.aspx> (Accessed 13 April 2010).

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example

- O'Connor (2010) proposed....
- It was proposed elsewhere (O'Connor, 2010)

## Email communication

Reference: Sender Last name, Initials. (Year of message) Email to name of recipient, Day Month of communication.

Example: Scott, G. (2010) E-mail to John Bryce, 26 February.

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:



- In an email response (Scott, 2010)
- In an email to this author (Scott, 2010)

## Facebook

Reference: Author Last name, Initials. (Year page/post published) *Title of page* [Facebook] Day Month of post. Available at: url of post (Accessed Day Month Year).

Example: DSPCA (2017) *Dublin SPCA* [Facebook] 24 November. Available at: <https://www.facebook.com/dspca> (Accessed 24 November 2017).

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name Year)

Example:

- DSPCA (2017) reported on there being a number of kittens ...
- It was reported that the DSPCA has kittens for potential adoption (DSPCA, 2017).

Note: if no author is available start with the title in italics and use title (in italics) with year for your in-text citation.

## Twitter

Reference: Author(s) Last name, Initials. (Year of post) [Twitter] Day Month of tweet. Available at: URL (Accessed Day Month Year).

Example: UCD School of Archaeology (2014) [Twitter] 23 October. Available at: <https://twitter.com/ucdarchaeology/status/525263801537404930> (Accessed 24 June 2015).

In-Text-Citation:

- Author(s) Last name (Year)
- (Authors(s) Last name, Year)

Example:

- UCD School of Archaeology (2014) reports that lactose intolerance ....

- It has been found that after 5,000 year of agriculture, early Europeans remained intolerant to lactose (UCD School of Archaeology, 2014).

Note: date of post is used for in-text citation.

## Instagram

Reference: Author(s) Last name, Initials. (Year of post) 'Title of post' [Instagram]. Day Month of tweet. Available at: URL (Accessed Day Month Year).

Example: UCD Quinn School of Business (2020) 'Health and Well-being advice' [Instagram]. 14 April. Available at: <https://www.instagram.com/p/B-9TsMonE2U> (Accessed 20 July 2020).

In-Text-Citation:

- Author(s) Last name (Year)
- (Authors(s) Last name, Year)

Example:

- UCD Quinn School of Business offers well-being advice to students working at home (2020) ....
- There is well-being advice available for students (UCD Quinn School of Business, 2020).

## Images/Photographs

Reference: Photographer/Creator Last name, Initial(s). (Year) *Title of image/photograph* [Photograph/Image]. Place of publication: Publisher.

Example: O'Meara, S. (2014) *Orchid* [Photograph]. Co. Clare: Collins Press.

In-Text-Citation:

- Author(s) Last name (Year)
- (Authors(s) Last name, Year)

Example:

- O'Meara (2014) shows a perfect example of the *epipactis atrorubens*.

- The velvety red of the *epipactis atrorubens* is demonstrated in the photo displayed (O'Meara, 2014).

## Images/Photographs (Online)

Reference: Photographer/Creator Last name, Initial(s). (Year). *Title of image/photograph*. Available at: URL [Accessed 31 January 2014].

Example: O'Meara, S. (2014) *Orchid*. Available at: [www.theburrenorchidcollection.ie](http://www.theburrenorchidcollection.ie) [Accessed 3 February 2014].

In-Text-Citation:

As detailed for Images/Photographs above.

## Lectures or Presentations

Reference: Author(s) Last name, Initial(s). (Year) 'Title of lecture/presentation' [Medium], Module Code: Module title. Institution. Day Month.

Example: De Burca, M. (2014) 'Geriatric radiography services in Ireland' [Lecture], RDGY30300: Clinical Practice of Radiography. University College Dublin. 11 May.

In-Text-Citation:

- Author(s) Last name (Year)
- (Authors(s) Last name, Year)

Example:

- De Burca (2014) described the complicated system of radiographic services.....
- There is a complicated system of geriatric radiographic services (De Burca, 2014).

## Lectures or Presentations (Online/Recorded)

Reference: Author(s) Last name, Initial(s). (Year) 'Title of lecture/presentation' [Medium], *Module Code: Module title*. Institution/Venue. Day Month. Available at: URL (Accessed: Day Month Year).

Example:

Dunphy, S. (2021) 'History of Irish women in law' [Recorded lecture], *HIS2300: Modern Ireland*. University College Dublin. 7 January. Available at: <https://brightspace.ucd.ie/his2300/> (Accessed: 7 March 2021).

In-Text-Citation:

- Author(s) Last name (Year)
- (Authors(s) Last name, Year)

Example:

- Dunphy (2021) outlines the impact of the absence of female law makers ...
- The absence of Irish female law makers has led to a system with a blindness to key aspects of daily life (Dunphy, 2021).

## Group or Individual Work

Reference: Student(s) Last name, Initial(s). (Year of submission) 'Title of essay/project/assignment', *Module Code: module title*. Institution. Unpublished essay/project/assignment.

Example: Woods, M., Mulcahy, W.D., Halpin, L., and O'Shea, R.W. (2014) 'A model code of ethics for corporate governance in the Irish non-profit and charity sector', *BMGT3019D: Corporate Responsibilities and Business Ethics*. University College Dublin. Unpublished group project.

In-Text-Citation:

- Author(s) Last name et al. (Year)
- (Author(s) Last name et al., Year)

Example:

- Woods et al. (2014) detailed a model for corporate governance.....
- There have been complete models for corporate governance in the Irish non-profit and charity sector (Woods et al., 2014).

\*Note: use the "et al." for three or more authors just like for a book/journal etc.

## Interviews (television)

Reference: Last name, Initials of person interviewed. (Year of interview) 'Title of the interview (if any)'. Interview by/with Interviewer's First name Last name, *Title of publication*, Day Month of Publication, page numbers if present.

Example: Kenny, E. (2013) 'Ireland's lost generation'. Interviewed by Miriam O'Callaghan, *Prime Time*, RTE One Television, 15 March.

In-Text-Citation:

- Interviewee(s) Last name (Year)
- (Interviewee(s) Last name, Year)

Example

- Kenny (2010) claimed in an interview....
- In an interview on RTE (Kenny, 2010)....

## Interviews (newspaper)

Reference: Last name, Initials of person interviewed. (Year of interview) 'Title of the interview (if any)'. Interview by/with Interviewer's First name Last name, *Title of publication*, Day Month of Publication, page numbers if present.

Example: O'Brien, M. (2014) 'Achieving success in parenting'. Interview by Siobhan Moynihan, *Irish News Weekly*, 6 June, p. 56.

In-Text-Citation:

- Interviewee(s) Last name (Year)
- (Interviewee(s) Last name, Year)

Example:

- O'Brien (2014) outlined honesty as key to parenting.....
- Honesty is seen as key to parenting through the teenage years (O'Brien, 2014).

## Interviews (in person or virtual)

Reference: Last name, Initials of person interviewed. (Year of interview) 'Title of the interview (if any)'. Interview by Interviewer's First name Last name [virtual medium if appropriate], Day Month of interview.

Example: O’Nally, S.. (2020) ‘Working from home experiences’. Interview by Sorcha Mulryan [Skype], 6 June.

In-Text-Citation:

- Interviewee last name (Year)
- (Interviewee last name, Year)

Example:

- O’Nally (2020) talked about the importance of a quiet space.....
- Having a designated quiet space was very important to the interviewee (O’Nally, 2020).

## Government agency publication

Reference: Name of government department (Year) *Title*. Place of publication: Publisher (Series if applicable). Available at: URL (Accessed Day Month Year).

Example: Department of Health & Children (2006) ‘*A vision for change’ report of the expert group on mental health policy*’. Dublin: Stationary Office. Available at: [http://www.dohc.ie/publications/vision\\_for\\_change.html](http://www.dohc.ie/publications/vision_for_change.html) (Accessed 11 April 2010).

In-Text-Citation:

- Department (Year)
- (Department, Year)

Example:

- The Department of Health & Children (2006) have shown....
- In a similar report (Department of Health & Children, 2006) it was shown...

## Parliamentary and legal material

Reference: Government of Country. *Title* (Year) Place of Publication: Publisher.

Example: Government of Ireland. *Human Rights Commission Act*. (2000) Dublin: Stationery Office.

In-Text-Citation: (Country. *Title of Legislation Year*)

Example: Legislation (Ireland. *Human Rights Commission Act 2000*) outlawing the act....

## EU publications

Reference: Name of EU Institution (Year) *Title*. Place of Publication: Publisher.

Example: European Commission (2003) *Making globalisation work for everyone*. Luxembourg: Office for Official Publications of the European Communities.

In-Text-Citation: (Name of EU Institution, Year)

Example: The predicted growth (European Commission, 2003) did not occur....

## Legal Cases (Law Reports)

Reference: 'Name of party v. Name of party' (Year) Name of Court, case no. *Database or website*. DOI/Available at: URL (Accessed Day Month Year).

Example: 'Smith v. Health Services Executive' (2013) Irish High Court, case 360. *Courts Service of Ireland*. Available at: [https://www.courts.ie/acc/alfresco/10111491-b200-4d11-b9d5-0e2f81957bb6/2013\\_IEHC\\_360\\_1.pdf/pdf#view=fitH](https://www.courts.ie/acc/alfresco/10111491-b200-4d11-b9d5-0e2f81957bb6/2013_IEHC_360_1.pdf/pdf#view=fitH) (Accessed 26 October 2021).

In-Text-Citation:

'Name of Party v Name of Party' (Year)

Example:

In the case of 'Smith v Heath Services Executive' (2013) ....

## Conferences

Reference: Author(s) Last Name, Initials. (Year) 'Title of paper', *Title of conference: subtitle*. Location and date of conference. Place of publication: Publisher, Pages numbers.

Example: O'Connor, J. (2009) 'Towards a greener Ireland', *Discovering our natural sustainable resources: future proofing*. University College Dublin, 15 - 16 March. Dublin: Irish Environmental Institute, pp. 65 - 69.

In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:

- O'Connor (2009) was able to highlight....
- Others (O'Connor, 2009) have shown .....

## Theses

Reference: Author's Last name, Initial(s). (Year of submission) *Title of thesis*. Degree statement. Degree-awarding body.

Example: Allen, S. J. (2009) *The social and moral fibre of Celtic Tiger Ireland*. Unpublished PhD thesis. University College Dublin.

In-Text-Citation:

- Author Last name (Year)
- (Author Last name, Year)

Example:

- Allen (2009) disagrees with this.....
- As argued elsewhere (Allen, 2009)....

## Film or Television

Reference: *Title of film* (Year of distribution) Director [Format]. Place of distribution: Distribution company.

Example: *The lives of others* (2007) Florian Henckel von Donnersmarck [DVD]. Santa Monica: Lionsgate.

In-Text-Citation:

- *Title of film, Year*
- (*Title of film, Year*)

Example:

- The portrait shown in *The lives of others* (2007)....
- East Germany was the subject of a recent successful movie (*The lives of others, 2007*)....



## Film on YouTube

Reference: Name of person posting video (Year video posted) Title of film or programme.  
Available at: URL (Accessed Day Month Year).

Example: APintTurtle (2008) Zig & Zag - Christmas crises. Available at:  
<http://youtu.be/yCv4iyPqZKQ> (Accessed 12 December 2014).

In-Text-Citation:

- Poster's Last name (Year)
- (Poster's Last name, Year)

Example:

- Podge tries to foil Christmas in this Christmas special (APintTurtle, 2008)...
- APintTurtle's (2008) posted a version of 'Zig & Zag - Christmas Crises'...

## Streaming Services - Film (Netflix, Amazon Prime etc.)

Reference: *Title of film* (Year of distribution) Directed by. DOI or Available at: Name of streaming service (Accessed Day Month Year).

Example: *The Truman Show* (1998) Directed by Peter Weir. Available at: Netflix (23 July 2020).

In-Text-Citation:

- *Title of Film* (Year)
- (*Title of Film*, Year)

Example:

- The portrait shown in *The Truman Show* (1998)...
- The portrait show has been described as a religious analogy (*The Truman Show*, 1998)...

## Streaming Services - Series episode (Netflix, Amazon Prime etc.)

Reference: 'Title of episode' (if known) (Year of original broadcast) *Title of Series*, Series/Season, episode number. Production company. Available at: Name of streaming service (Accessed Day Month Year).

Example: 'Julian' (2017) *The Sinner*, Series 1, episode 1. Netflix originals. Available at: Netflix (Accessed 23 July 2020).

In-Text-Citation:

- In the episode, 'Julian' (2017)....
- In the episode 'Julian' we meet Harry Ambrose for the first time ('Julian', 2017)...

Example:

- The portrait shown in *The Truman Show* (1998)....
- The portrait show has been described as a religious analogy (*The Truman Show*, 1998)...

## Podcasts

Reference: Author/Presenter Last name, Initial(s). (Year site published/updated) *Title of podcast*. [Podcast]. Day Month Year of podcast posted. Available at: URL (Accessed Day Month Year).

Example: Reddy, M. (2013) *Hibernian Hardboiled: Race & Gender in Contemporary Irish Crime Fiction*. [Podcast]. 24 November 2013. Available at: <http://www.ucd.ie/humanities/events/podcasts/2013/irish-crime-fiction/index.html> (Accessed 31 January 2014).

In-Text-Citation:

- Author's/Presenter's Last name (year)
- (Author's/Presenter's Last name, year)

Example:

- Reddy (2013) outlines how Irish crime fiction.....
- It has been argued Irish Crime fiction has strong gender typing (Reddy, 2013).

## Datasets

Reference: Authors Last name, Initial(s). (Year) 'Title of dataset'. Available at: URL (Accessed Day Month Year).

Example: Leahy, S., Nolan, A., O' Connell, J., and Kenny, R. A. (2012) 'The Irish longitudinal study on ageing (TILDA)'. Available at: <http://www.ucd.ie/issda/data/tilda/> (Accessed December 2014).

In-Text-Citation:

- (Author last name, Year)

Example:

- The TILDA study has shown the impact of emigration on older fathers in particular (Leahy et al., 2012)....

## Case Studies

Reference: Author/editor Last name, Initials. (Year) 'Title of case study' [Case Study], *Journal Title*, Volume (Issue), pp. page numbers. Available at: URL (Accessed Day Month Year).

Example:

Ofek, E., Avery, J., Rudolph, S., Martins Gomes, V., Saadat, N., Tsui, A., & Shroff, Y. (2014) 'Case study second thoughts about a strategy shift' [Case Study], *Harvard Business Review*, 92(12), pp. 125-129. Available at: <http://search.ebscohost.com/login.aspx?direct=true&db=bth&AN=99621003&site=ehost-live> (Accessed 10 December 2014).

In-Text-Citation:

- (Author last name, Year)
- Author last name (Year)...

Example:

- In their case study Ofek et al. (2014) describe how marketing to the young generation...

## Musical Scores

Reference: Composer last name, Initials. (Year) *Title of score*. Notes. Place of publication: Publisher.

Example:

Handel, G. F. (1912) *Alexander's feast: ode*. Edited, and the organ or pianoforte accompaniment arranged by Vincent Novello. London: Novello.

In-Text-Citation:

- (Author Last name, Year)
- Author Last name (Year)...

Example:

- Handel's score is beautifully arranged by Vincent Novello (Handel, 1912)...

## Music Streaming or Subscription Services

Reference: Band/Artists Last name, Initials. (Year of release) 'Title of song', *Title of Album*. Available at: Name of streaming or subscription service (Accessed Day Month Year).

Example: Fitzgerald, E. (1964) 'My Last Affair', *Live in Japan*. Available at: Spotify (Accessed 20 August 2020).

In-Text-Citation:

- Artist Last name/Band name (Year)
- (Artist Last name/Band name, Year)

Example:

- Fitzgerald (1964) sings about the uselessness of starting any new relationship...
- In the song, 'My Last Affair' she sings about the hurt caused in love (Fitzgerald, 1964).

## CD or Vinyl Records

Reference: Artist Last name, Initials. (Year) 'Title of track', *Title of Album* [CD] or [Vinyl]. Place of distribution: Distribution company.

Example: Armstrong, L. (1987) 'Put 'em down blues', *Hot five & hot seven : 1925-1928* [CD]. France: Joker Tonverlag AG.

In-Text-Citation:

- Artist Last name (Year)
- (Artist Last name, Year)

Example:

- In his track 'Put 'em down blues' Armstrong (1987)....
- 'Put 'em down blues' (Armstrong, 1987) is typical of the sound this artist can create with his ensembles...

*Note: If referring to a whole album, cite as above, simply leaving out the 'Title track' element of the reference.*

## Repository Item

Reference: Author Last name, Initials. (Year) 'Title of article'. *Title of Journal* [Preprint], Volume (Issue No.) pp. page numbers. Available at: URL (Accessed: Day Month Year).

Example:

Kelly, M. (2014) 'Inequality and crime'. *Review of Economics and Statistics* [Preprint], 82 (4) 2000-11, pp.530-539. Available at: 10.1162/003465300559028 (Accessed: 10 December 2014).

In-Text-Citation:

- Last name (Year)
- (Last name, year)

Example:

- Kelly (2014) highlights social inequality....
- Crime and inequality go hand in hand (Kelly, 2014)...

## Secondary Sources

When referring to the work of an author whom you have read in another source, but not read directly yourself, list the full details of the secondary source in the reference listing and in your in-text citation use the term "cited in" or "citing". In the reference list format the secondary reference as you would any reference of that type. For example a journal article below is shown.

Reference: Author Last name, Initials. (Year) 'Article title', *Journal Title*, Volume(Issue), pp. page numbers.

Example:

Seeberg, P. (2013) 'The Arab Uprisings and the EU's migration policies - the cases of Egypt, Libya, and Syria', *Democracy and Security*, 9(1-2), pp. 157-176.

In-Text-Citation:

- Secondary Author Last name (Year, page no.) cites Original Author's surname (Year)....
- (Original Author Last name, Year, cited in Secondary Author Last name, Year, Page no.)

Example:

- Seeberg (2013, p. 160) cites Waltham's work on migration (2010)...

- (Waltham, 2010, cited in Seeberg, 2013, p. 10)...

## Citing same author, multiple works, same year

To cite multiple works by the same author in the same year, use lower-case letters after the publication date in your in-text citations. This applies to *any type of source* including books, journal articles, tweets etc.

In-Text-Citation:

Research has focused on whether high-density housing, in city centres, is one answer to mitigate against homelessness (Wilmot 2020a; 2020b).

Wilmot (2020a) conducted intense research work with community organisations on homelessness. She came to the conclusion that high-density, city centre housing was not the answer (Wilmot 2020b).

Example:

Wilmot M. (2020a) *Inclusion: When will we have a Home for Life?* Dublin: Pearson.

Wilmot M. (2020b) *Solutions and Barriers to Homelessness*. Dublin: Pearson.

## No author

Reference: *Journal Title* (Year) 'Article title', Volume(Issue), pp. page numbers. Available at: URL (Accessed Day Month Year).

Example: *Dyslexia* (2006) 'Genetic influences on reading difficulties in boys and girls: the Colorado twin study', 12(1), pp. 21-29 . Available at: <https://doi-org.ucd.idm.oclc.org/10.1002/dys.301> (Accessed 10 February 2009).

In-Text-Citation:

- *Journal Title/Item Title* (Year)
- (*Journal Title/Item Title*, Year)

Example

- *Dyslexia* (2006) argue ....

- Others have shown (*Dyslexia*, 2006).....

## No date of publication

Reference: First author Last name, Initials, second author Last name, Initials and third author Last name, Initials. (n.d.) *Title*. Place of publication: Publisher.

Example: Shalloway, A., Murphy T. and Trott, J. (n.d.) *Design patterns explained: a new perspective on object-oriented design*. London: Addison Wesley.

In-Text-Citation:

- First author Last name, Second author Last name and third author Last name (no date)
- (First author Last name, Second author Last name and third author Last name, no date)

Example:

- Shalloway, Murphy and Trott (no date) suggest that.....
- It has been suggested (no date, 2001)

## Further Help



**EndNote** is a software application that allows researchers store and manage all references in one place. It is available via Software for U and the Library runs regular introductory and advanced training sessions.

- Users can record, store and manage references in hundreds of citation styles.
- Users can add references manually or search and download directly from online databases and library catalogues.
- EndNote Cite While You Write features allows users to insert citations easily and creates bibliographies automatically in Microsoft Word and Apple's Pages '09

More information about Library support for Endnote is available on dedicated [EndNote Subject Guide](#).