Harvard Referencing

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

1. To acknowledge other people’s ideas (avoid plagiarism).
2. To help a reader to locate the writer’s sources independently, either out of interest or to verify information.
3. To show a reader the scope and depth of the writer’s research.

How to use the Harvard Referencing

The Harvard style involves two tasks:

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

In this handout there will be examples to show:

1. How common reference types should look in your reference list (REF) along with an example.
2. Two samples of how that reference should appear as an in-text citation (ITC).

If the exact reference type you need is not shown here, look for one similar and follow the same rules.

REF = reference list
ITC = in-text citation
Book with one author

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


ITC:
- Author Last name (Year) - Indirect quotation
- (Author Last name, Year) - Indirect quotation
- Author Last name (Year: page number) - direct quotation
- (Author Last name, Year: page number) - direct quotation

Example:
- According to Szakolczai (2017)
- As has been argued (Szakolczai, 2017)
- A city of paradoxes and schismatic tendencies is bound to be a city of extremes. Szakolczai (2017:11)
- A city of paradoxes and schismatic tendencies is bound to be a city of extremes. (Szakolczai, 2017:11)

Book with two authors

REF: First author Last name, Initials and second author Last name, Initials (Year) Title. City of publication: Publisher.


ITC:
- First author Last name and second author Last name (Year)
- (First author Last name and second author Last name, Year)
- Author Last name and second author Last name (Year: page number) - direct quotation
- (Author Last name and second author Last name, Year: page number) - direct quotation
Keohane and Kuhling (2014) suggest that....

It has been suggested (Keohane and Kuhling, 2014)

The second coming of the rough beast means a recurrence of a social form resembling feudalism. Keohane and Kuhling (2014: 4)

The second coming of the rough beast means a recurrence of a social form resembling feudalism. (Keohane and Kuhling, 2014: 4)

**Book with more than three authors**

**REF:** Authors’ Names. (Year) *Title*. Place of publication: Publishing company.


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

**Example:**
- Moore *et al.* (1984) suggest....
- It has been suggested (Moore *et al.*, 1984)....

**Book with a corporate author**

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


**ITC:**
- Name of corporate author (Year)
- (Name of corporate author, Year)

**Example:**
- Reports from the Department of Education and Skills (2015) show that....
- Figures from other sources (Department of Education and Skills 2015) show....
Book with an editor

REF: Editor(s) Last name, Initials (Ed.). (Year) Title. City of publication: Publisher.


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

Example:
- This was examined in Hourigan (2011)....
- Others have examined this claim (Hourigan, 2011)....

Chapter in an edited book

REF: Chapter Author(s) Last name, Initials. (Year) 'Chapter title'. In: Editor(s) last name, Initials. ed(s). Book title. City of publication: Publisher.


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

Example:
- This was proposed by Hannan (2014)....
- It has been proposed (Hannan, 2014)....

Electronic Book (e-Book)

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


ITC:
- Author’s Last name (year)
- (Author’s Last name, year)

Example:
- WhiteBread and Coltman (2008) suggest that the early years...
• It has been argued that “the early years are” (Whitebread and Coltman, 2008, Chapter 1, 16%).

Print Journal article with one author

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


ITC

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

Example:
• Skillington (2009) argues....
• It has been argued (Skillington, 2009)....

Print Journal with two or three authors

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


ITC:

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

Example:
• Mullally and Byrne (2016) suggest that.....
• It has been suggested (Mullally and Byrne, 2016)....

Print journal with more than three authors


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

Example:
- *Balfe et al.* (2014) suggest....
- It has been suggested (*Balfe et al.* 2014)....

**Print Newspaper article**

REF: Author(s) Last name, Initials. (Year) ‘Article title’, *Newspaper title*, date, page numbers.


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

Example:
- Lord (2016) proposed....
- The article (Lord, 2016) argues....

**Online Newspaper article**

REF: Author(s) Last name, Initials. (Year) ‘Article title’, *Newspaper title*, day month of publication. Available at: URL [Accessed Day Month Year].


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

Example:
- Finn (2016) reported....
- In the report (Finn, 2016)....
Page on a website

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


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

Example:
- Hourigan and Campbell (2010) responded....
- In the response (Hourigan and Campbell, 2010)....

Website

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


ITC:
- (Website name, Year)

Example:
- Information available from their website (Crimetalk.org.uk/)...

Blog

REF: 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].

ITC:

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

Example

- Connolly (2015) proposed....
  - It was proposed elsewhere (Connolly, 2015)

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**Email communication**

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

Example: Murphy, P. (2016) E-mail to Sean O’Brien, 7 May.

ITC:

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

Example:

- In an email response (Murphy, 2016)
- In an email to this author (Murphy, 2016)

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**Facebook**

REF: Author **Last name, Initials**. (Year page published/last updated) Title of page. **Day Month Year of posted message**. Available at: URL [Accessed **Day Month Year**].


ITC:

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

Example:

- UniversityCollegeCork(2016) reported the amazing crowd at the Pieta House Darkness into Light event.....
  - It was reported that an amazing crowd turned up at the Pieta House Darkness into Light event(universitycollegecork, 2016).
Twitter

REF: Author(s) Last name, Initials. (Year page published/last updated) Day Month Year of posted message. Available at: URL [Accessed Day Month Year].

Example: UCC Sociology (2016) 8 May 2016. Available at: https://mobile.twitter.com/uccsoc/status/729218260676251648 [Accessed 8 May 2016]

ITC:
  • Author(s) Last name (Year)
  • (Authors(s) Last name, Year)

Example:
  • UCC Sociology (2016) reports that the 43rd SAI conference...
  • The 43rd SAI conference will be hosted by University of Limerick (UCC Sociology, 2016)

*Note: date of post is used for in-text citation, date page published/last updated.

Government agency publication

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


ITC:
  • Department (Year)
  • (Department, Year)

Example:
  • The Department of Education and Skills (2016) have shown....
  • In a similar report (Department of Education and Skills, 2016) it was shown...
Parliamentary and legal material

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


ITC:
• (Country. Title of Legislation Year)

Example:
• Legislation (Ireland. Human Rights and Equality Commission Act 2014) for freedom of movement for workers....

EU publications

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


ITC:
• (Name of EU Institution, Year)

Example:
• The top five complaints (European Commission, 2003) did not occur....

Conferences

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


ITC:
• Author(s) Last name (Year)

Example:
• Szakolczai (2013) was able to highlight....

• Others (Szakolczai, 2013) have shown .....
Theses

REF: Author (Year of submission) *Title of thesis*. Degree statement. Degree-awarding body.


ITC:

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

Example:

- Kearney (2012) states that salutogenic health promotes heterostasis .....  
  - As argued elsewhere (Kearney, 2012)....

Audio-visual material

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


ITC:

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

Example:

- College life shown in *The Theory of Everything (2014)....*  
  - Renowned scientist, Stephen Hawking is the subject of a recent successful movie (*The Theory of Everything, 2014)....*

Podcasts

REF: 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].


ITC:

- Author’s/Presenter’s Last name (year)
• (Author’s/Presenter’s Last name, year)

Example:

• McDermott (2013) outlines how Irish families from the 1940’s...
• It has been argued that children from Irish families from the 1940’s.... (McDermott, 2015).
Further Help

Boole Library has a handout on ENDNOTE available at:

http://booleweb.ucc.ie/media/EndNote/EndNoteX7Handout.pdf

EndNote is a software application that allows researchers store and manage all references in one place.

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A selection of books published by Department of Sociology staff since 2011:


O'Mahony, P. & Keohane, K. (eds); (2011) *Irish Environmental Politics after the Communicative Turn*. Manchester: Manchester University Press


Arpad Szakolczai and Bjorn Thomassen (2018) *From Anthropology to Social Theory: Rethinking the Social Sciences*. Cambridge: Cambridge University Press


Department of Sociology, University College Cork. (Revised edition 2017)