



Department of Sociology

Discipline of Criminology

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Harvard Referencing Booklet

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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.

Example: Szokolczai, A. (2017) *Permanent Liminality and Modernity: Analysing the Sacrificial Carnival through Novels*. London: Routledge.

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

Book with two authors

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

Example: Keohane, K. and Kuhling, C. (2014) *The Domestic, Moral and Political Economies of Post-Celtic Tiger Ireland*. Manchester: Manchester University Press.

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

Example:

- 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.

Example: Moore, M. H., Estrich, S., McGillis, D. and Spelman, W.(1984) *Dangerous Offenders. The Elusive Target of Justice*. Harvard: Harvard University Press.

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.

Example: Department of Education and Skills (2015). *A Joint Report by the Education and Training Inspectorate and the Department of Education and Skills Inspectorate on Promoting and Improving Literacy in Post-Primary Schools*. Athlone: Department of Education and Skills.

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.

Example: Hourigan, N. (Ed.). (2011) *Understanding Limerick. Social Exclusion and Change*. Cork: Cork University Press.

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(s) last name, Initials. ed(s). *Book title*. city of publication: Publisher.

Example: Hannan, C. (2014) 'Marriage, fertility and social class in twentieth-century Ireland'. In: Connolly, L. ed. *The 'Irish' Family*. Abingdon: Routledge

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].

Example: Whitebread, David and Coltman, Penny. (2008) *Teaching and learning in the early years*. Available through MyiLibrary <<http://lib.myilibrary.com/>> [Accessed 26 August 2009].

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.

Example: Skillington, T. (2009) 'Demythologising a neo-liberal model of healthcare reform: a politics of rights, recognition and human suffering', *Irish Journal of Sociology*, 17(2), pp. 90-111.

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.

Example: Mullally, G. and Byrne, E. (2016) 'A tale of three transitions: a year in the life of electricity systems transformation narratives in the Irish Media', *Energy, Sustainability and Society*, 6(1), pp. 1-14.

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

REF: Authors' Names. (Year) 'Article title', *Journal title*, Volume (Issue), pp. page numbers.

Example: Balfe, M, Doyle, F, Smith, D, Sreenan, S, Brugha, R, and Conroy, R. (2014) 'What's difficult about managing type 1 diabetes in the workplace?', *Health and Place*, 26, pp. 180-187.

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.

Example: Lord, M. (2016) 'Heated debate only adds to emissions crisis', *Irish Times*, 5 May, p.7.

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].

Example: **Finn, C. 2016, 'Let's see more support for those managing depression', *Irish Examiner*, 7 May. Available at: <http://www.irishexaminer.com/viewpoints/analysis/lets-see-more-support-for-those-managing-depression-398071.html>**

[7 May 2016].

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].

Example: Hourigan, N. and Campbell, M (2010) *The TEACH Report: traveller education and adults: crisis, challenge and change*. Available at: <https://cora.ucc.ie/handle/10468/254> [Accessed 8 May 2016].

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].

Example: CrimeTalk: ***An educational resource at the heart of criminological teaching, debate, and research***. Available at: <http://www.crimetalk.org.uk/> [Accessed 8 May 2016].

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].

Example: Connolly, Linda (2015) 'The Changing Irish Family', *Linda Connolly Blog*, 16 March. Available at: <http://linda-connolly.blogspot.ie/2015/03/the-changing-irish-family-copyright.html>. [Accessed 07 May 2016].

ITC:

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

Example

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

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)

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].

Example: UniversityCollegeCork(2016) *Cork, UCC*.07 May. Available at:
<https://www.facebook.com/universitycollegecork/?fref=nf> [Accessed07 May 2016].

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].

Example: Department of Education and Skills (2016) '*Governance Framework*'. Dublin: Stationary Office. Available at: <http://www.education.ie/en/Publications/Corporate-Reports/Governance-Framework/Governance-Framework-2016.pdf> [Accessed 8 May 2016].

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.

Example: Government of Ireland. Irish *Human Rights and Equality Commission Act*. (2014) Dublin: Stationery Office.

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.

Example: European Commission (2013) *Help and advice for your purchases abroad*. Luxembourg: Office for Official Publications of the European Communities.

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

Example: Szakolczai, Arpad (2013) Perspectives and uses of history *Max Weber and Michel Foucault: Possible Convergences* São Paulo, Brazil, 20-MAY-13 - 24-MAY-13.

ITC:

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

Example: Kearney, Peter J. (2012) *The Barrettstown Experience*. Unpublished PhD thesis. University College Cork.

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.

Example: *The Theory of Everything*. (2014) James Marsh [DVD]. Universal City: Universal Pictures International.

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].

Example: McDermott, K. (2015) *The Two Sisters* [Podcast]. 31 November 2015. Available at: www.rte.ie/radio1/doconone/2015/1023/736944-the-two-sisters/ [Accessed 05 May 2016].

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.

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

Niamh Hourigan (2015) *Rulebreakers: Why being there trumps being fair in Ireland*. Dublin: Gill and Macmillan.

Hourigan, Niamh (2011) *Understanding Limerick: Social exclusion and change*. Cork: Cork University Press

K. Keohane & C. Kuhling (2014) *The Political, Domestic and Moral Economies of post Celtic Tiger Ireland*. Manchester: Manchester University Press

Keohane, M. Hivid-Jacobsen, M. Drake and A. Petersen (eds) (2014) *Creative Methodologies*. London: Ashgate

K. Keohane & A. Petersen (eds) (2013) *The Social Pathologies of Contemporary Civilization*. London: Ashgate

Kavanagh, D., Keohane, K., Kuhling, C.; (2011) *Organization in Play*. Witney, UK: Peter Lang

Orla Lynch, Carmel Joyce (2015) *Terrorism and Psychological Processes*. London: Wiley Blackwell.

Orla Lynch, Javier Argomaniz (2015) *International Perspectives on Terrorist Victimisation*. London: Palgrave

Orla Lynch, Javier Argomaniz (2014) *Victims of Terrorism: A Comparative and Interdisciplinary Study*. London: Routledge

Gillian Duncan, Orla Lynch, Gilbert Ramsay, Alison Watson (2013) *State Terrorism and Human Rights*. London: Routledge

Edmond Byrne, Gerard Mullally, Colin Sage (Ed.). (2016) *Transdisciplinary Perspectives on Transitions to Sustainability* *Transdisciplinary Perspectives on Transitions to Sustainability*. Farnum: Ashgate.

O'Mahony, P. (2013) *The Contemporary Theory of the Public Sphere*. Oxford: Peter Lang.

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

Skillington, Tracey (2017) *Climate Change & Intergenerational Justice*. New York & London: Routledge.

Skillington, Tracey (2015) *Climate Justice and Human Rights*. Basingstoke: Palgrave Macmillan.

Sumner, Colin. *The Sociology of Deviance: an Obituary (1994)* Open UP and Continuum, now (2013) CrimeTalk Books

Powell F., Geoghegan, M., Scanlon, M. and Swirak, K. (2012) *Youth policy, civil society and the modern Irish state: The politics of youth*. Manchester: Manchester University Press

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

Agnes Horvath and Arpad Szakolczai (2017) *'Walking into the Void: On the Social and Anthropological Significance of Walking*. London and New York: Routledge

Szakolczai, Arpad (2016) *Permanent Liminality and Modernity*. London and New York: Routledge.

Szakolczai, Arpad (2016) *Novels and the Sociology of the Contemporary*. London and New York: Routledge.

Arpad Szakolczai (2015) *Comedy and the Public Sphere: The Re-birth of Theatre as Comedy and the Genealogy of the Modern Public Arena (Paperback edition)*. London and New York: Routledge.

Arpad Szakolczai (2014) *Max Weber and Michel Foucault: Parallel Life-Works (Paperback edition)*. New York and London: Routledge

Arpad Szakolczai (2013) *The Genesis of Modernity (paperback edition)*. New York and London: Routledge

Arpad Szakolczai; (2013) *Comedy and the Public Sphere: The Re-birth of Theatre as Comedy and the Genealogy of the Modern Public Arena*. London & New York: Routledge

Arpad Szakolczai (2012) *Sociology, Religion and Grace: A Quest for the Renaissance (Paperback edition)*. London & New York: