

QUICK HARVARD REFERENCING GUIDE

This guide provides practical examples to help you create references for information sources using the APU Harvard referencing style.

- **In-text Referencing:** involves citing references within the text of your work where you have used ideas or material from other sources.
- **End-text referencing** (also known as your Reference List): includes all materials used in your document. It provides the full information of reference sources necessary for a reader to locate and retrieve them.

IMPORTANT NOTE: When writing your reference list, do not present them in different section based on the types of information sources. All sources of information must be presenting in a single list in ascending alphabetical order.

Resources	In-Text Referencing	End-Text Referencing (Reference List)
Book: Single Author	One possible definition of primary research is....(Mehra, 2009) or Mehra (2009) stated that primary research includes the elements of	Mehra, A. (2009) <i>Advertising management: media approach for market research</i> . New Delhi: Global India Publications.
Book: Two or three authors	Two authors: Richardson and Gosnay (2011) argued... or Effective marketing covers the dimensions of ... (Richardson and Gosnay, 2011) Three authors: Ramaswami, Sivaraajan and Sasaki (2010) discovered.... or As discovered by Ramaswami, Sivaraajan and Sasaki, (2010)	Two authors: Richardson, N., and Gosnay, R. (2011) <i>Develop your marketing skills</i> . London: Kogan Page. Three authors: Ramaswami, R., Kumar N.S., and Galen H.S., (2010). <i>Optical networks: a practical perspective</i> , 3 rd edn. Amsterdam: Morgan Kaufmann.
Book: Four or more authors	It is noted (Eide <i>et al</i> 2006) that.... or Eide <i>et al</i> (2006) suggests that... Note: " <i>et al</i> " needs to be written in <i>italics</i> .	Eide, A.R., Jenison, R.D., Northup, L. L. and Mikelson, S. K. (2008) <i>Engineering fundamentals and problem solving</i> . Boston, M. A.: McGraw Hill.
Book: Multiple works by an author in the same year	As Dittel outlines (Dittel 20011a, 2011b) or Dittel (2011a) outlines.... Dittel (2011b) added that....	Dittel, P. J. and Dittel, H. (2011a) <i>Visual Basic 2010: how to program</i> . Boston: Pearson. Dittel, P. J. and Dittel, H. (2011b) <i>C# 2010 for programmers</i> . 4 th edn. Upper Saddle River, N. J.: Prentice Hall.
Book: Editor(s)	To establish a successful and sustainable business, an organization needs to have ... (ed. Brown, 2003) With today's networked technology, health information can be easily accessible via the use of ... (eds. Smith and John, 2006)	Brown, G. B. (ed.) (2003). <i>Winning strategies</i> . London: Palgrave Macmillan. Smith, M. and John, B. (eds) (2006). <i>One hundred and one ways to find information about health</i> . London: Routledge.
Journal Article	McGill and Dixon (2005) asserted that ...	McGill, T. and Dixon, M. (2005) 'Information technology certification: a student perspective', <i>International Journal of Information and Communication Technology Education</i> , 1(1) pp. 19-30.

Havard Referencing Guide

Nancy Stokes



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provides clear guidelines on why and when to reference as well as how to correctly cite from a huge range of sources

Author-date Harvard Referencing Guide, 2011 **Harvard Referencing Guide**, 2017 **LUSEM's Harvard Referencing Style Guide**, 2023 *Guide to Harvard Referencing and Citations* Sheffield Hallam University. Learning and Information Services, 2015 This document outlines the Learning Centre's recommended practice for referencing and bibliographies according to the Harvard method It describes good practice for how to cite and reference and provides a wide range of examples of references [The Complete Guide to Referencing and Avoiding Plagiarism](#) Colin Neville, 2007-07 This book provides a clear detailed and comprehensive guide for all pre degree undergraduate and post graduate students on the main styles of referencing **The Essential Guide to the Internet** Sydney S. Chellen, 2000 The Essential Guide to the Internet for Health Professionals is a superb photocopiable resource for lecturers Each chapter contains easy to follow activities and photocopiable worksheets [Citation Mastery A Comprehensive Guide for Researchers](#) Caregital, 2023-09-26 In the vast sea of academic research proper citation is the anchor that secures the credibility and integrity of your work Citation Mastery A Comprehensive Guide for Researchers is your indispensable companion on the scholarly journey designed to empower researchers of all levels with the knowledge and skills necessary to navigate the intricacies of academic referencing This meticulously crafted guide demystifies the often complex world of citations offering a clear and accessible roadmap for researchers in every field Whether you're a seasoned scholar looking to refine your citation techniques or a novice embarking on your first research endeavor this book has something valuable to offer **Doing Classroom Research: a Step-By-Step Guide for Student Teachers** Sally Elton-Chalcraft, Alice Hansen, Samantha Twiselton, 2008-08-16 Are you worried about doing your classroom based research project Do you feel daunted at the prospect of carrying out a literature review Does the thought of collecting and analyzing data make you panic If you answer yes to any of these questions then this is the book for you Written in an informal style this is the essential practical and accessible step by step guide for all teacher training students who in addition to facing the enormous challenge of training to become a teacher also have to conduct their own classroom based research It contains three sections that mirror the process of doing classroom research From getting started and choosing appropriate research strategies to making your findings public the book covers the whole range of issues to help you succeed with what can seem like a daunting task Each of the chapters offers gentle guidance and support at every stage of the research process Topics covered include The purpose of school based research Guidance on how to carry out a literature review Research ethics The impacts of research on children's and students learning Methods of data collection and analysis Ways of sharing research with a wider audience Opportunities for continued professional development Doing Classroom Research is a must for every teacher training student **Academic Integrity: Study & Guide** Olugbenro Oyekan, 2013-09-19 Variations in cultural values and integrity constraints across different geographies have made academic integrity more popular in some societies than the others

However it is compulsory to overcome these inconsistencies in order for the graduates and faculty of the less informed societies to uphold their pride and reputation of creating sharing and certifying credible knowledge which contributes to the global academic body of integrity

Social Research Methods Sigmund Grønmo, 2019-10-26 Structured around one of the concepts students struggle with the most the research question this book begins with how to understand the role of good questions before demonstrating how questions underpin good research designs and how social research can be framed as asking and answering questions Perfect for undergraduate students new to methods it teaches students how qualitative quantitative and mixed methods research can be used to answer these questions An incredibly resourceful book that contains a forensic insight into social research methods offering the full range of contemporary approaches Students will find particular value in the accessibility and detail of the text Each chapter provides a set of learning outcomes study questions and further reading Dr Ruth McAreevey Newcastle University Supported by a website that maps online resources to key stages of the learning process it helps students Understand the scientific method Learn the vocabulary of social science research Plan and design research Practice with and interpret data Explore social science literature and improve assignments with good citations Improve critical thinking Extensive visualizations overviews examples exercises and other learning features make this the perfect introductory text to build confidence and best practice around research methods

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Table of Contents Havard Referencing Guide

1. Understanding the eBook Havard Referencing Guide
 - The Rise of Digital Reading Havard Referencing Guide
 - Advantages of eBooks Over Traditional Books
2. Identifying Havard Referencing Guide
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Havard Referencing Guide
 - User-Friendly Interface
4. Exploring eBook Recommendations from Havard Referencing Guide
 - Personalized Recommendations
 - Havard Referencing Guide User Reviews and Ratings
 - Havard Referencing Guide and Bestseller Lists

5. Accessing Havard Referencing Guide Free and Paid eBooks
 - Havard Referencing Guide Public Domain eBooks
 - Havard Referencing Guide eBook Subscription Services
 - Havard Referencing Guide Budget-Friendly Options
6. Navigating Havard Referencing Guide eBook Formats
 - ePub, PDF, MOBI, and More
 - Havard Referencing Guide Compatibility with Devices
 - Havard Referencing Guide Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Havard Referencing Guide
 - Highlighting and Note-Taking Havard Referencing Guide
 - Interactive Elements Havard Referencing Guide
8. Staying Engaged with Havard Referencing Guide
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Havard Referencing Guide
9. Balancing eBooks and Physical Books Havard Referencing Guide
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Havard Referencing Guide
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Havard Referencing Guide
 - Setting Reading Goals Havard Referencing Guide
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Havard Referencing Guide
 - Fact-Checking eBook Content of Havard Referencing Guide
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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