GRADUATE SUCCESS ATTRIBUTES

(UHMT1112-SECTION 9)

TASK 1

TECHNICAL REPORT FOR CITATION AND REFERENCE LIST WRITING IN AMERICAN PSYCHOLOGICAL ASSOCIATION (APA) REFERENCING STYLE AND HARVARD REFERENCING STYLE

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1.0 INTRODUCTION

In general, referencing means a way of someone gives credit to us in using their ideas or thoughts when doing research. Good referencing includes attention to detail such as correct page numbering, the spelling of the author's names and the accuracy of relevant facts that will be stated in the paper (Santini, 2018). It is important to enabling us to get information about the original sources of the ideas or thoughts that we have used in research and also help to avoid plagiarism. The referencing system provides the reader with an indication of the quality and authority of the material you are referencing. The referencing system gives supporting evidence to certain facts that we use in the text. It has two parts of referencing which are the citations in a text and the reference list at the end of the research.

There are some important factors that we need to include while using referencing system:

- The name of the author
- Date of publication
- Name and location of the publishing company
- Title of the journal or name of the book
- Title of the research or chapter's name
- DOI (Digital Object Identifier)

2.0 CITATION AND REFERENCE LIST WRITING BASED ON APA REFERENCING SYSTEM

APA referencing system is always used in academics including nursing, psychology and economics. The purpose of the APA referencing system is to standardize scientific writing and enhance our paper's organization.

2.1 CITATION WRITING BASED ON APA REFERENCING SYSTEM

APA referencing system is known as "author-date" style, which contains the author(s) and the year of publication given wholly or partly in round brackets in-text citation. It is generally used when we quote some comment in our assignment. When in-text citation, use only the surname of the author(s) followed by a comma and the year of publication. It can be included page, chapter or section numbers if we need to be specific.

In-text citation for APA system:

Category of author	Example of reference entry
One author	(Mitchell, 2017)
Two authors	(Mitchell & Smith, 2017)

Three authors and above	At the first cite: (Mitchell, Smith, & Thomson, 2017) Further cites: (Mitchell et al, 2017)
No author	(*A guide to citation*, 2017)
Authors with multiple works from one year	(Mitchell, 2017a) or (Mitchell, 2017b)
Authors with multiple works in one parenthesis	If works by the same author: (Mitchell, 2007, 2013, 2017) If works by multiple authors the references are arranged alphabetically by the first author separated by a semicolon: (Mitchell & Smith 2017; Thomson, Coyne, & Davis, 2015)
Group or organisation	At the first cite: (International Citation Association, 2015) Further cites: (Citation Association, 2015)
Secondary source	(Lorde, 1980, as cited in Mitchell, 2017)

2.2 REFERENCE LIST WRITING BASED ON APA REFERENCING SYSTEM

A reference list means a complete list of references used in a writing that consists the author name, date of publication, title and more. Reference list entries contain all the information that is required to follow up our source. It needs to be arranged alphabetically by author. Referencing list must be centred and be on a new page at the end of the document. There is no distinction is made among books, magazines, journal articles, internet documents or other formats except for electronic documents that do not provide page numbers.

Reference list for APA referencing system:

Type of reading material/source	Example of reference entry
Books (with one author)	Jones, A.F & Wang, L. (2011). *Spectacular creatures: The Amazon rainforest* (2nd ed.). San Jose, Costa Rica: My Publisher
Books (with two author)	Burley, J., & Harris, J. (2002). *A companion to genethics*. Malden, MA: Blackwell.
Books (with three authors and above)	Johnson J. G., Roberts, M. C., & Worell, J. (Eds.). (1999). *Beyond appearance: A new look at adolescent girls.* Washington, DC: APA.
Edited books	Williams, S.T. (Ed.). (2015). *Referencing: A guide to citation rules* (3rd ed.). New York, NY: My Publisher
E-books	Mitchell, J.A., Thomson, M., & Coyne, R.P. (2017). *A guide to citation*. Retrieved from https://www.mendeley.com/reference-management/reference-manager

Journal articles	From database: Mitchell, J.A. (2017). Citation: Why is it so important. *Mendeley Journal, 67*(2), 81-95 From websites: Mitchell, J.A. (2017). Citation: Why is it so important. *Mendeley Journal, 67*(2), 81-95. Retrieved from https://www.mendeley.com/reference-management/reference-manager
Newspaper articles	From database: Mitchell, J.A. (2017). Changes to citation formats shake the research world. *The Mendeley Telegraph*, Research News, pp.9. From websites: Mitchell, J.A. (2017). Citation: Why is it so important. *Mendeley Journal, 67*(2), 81-95. Retrieved from https://www.mendeley.com/reference-management/reference-manager
Magazine articles	From database: Mitchell, J.A. (2017). How citation changed the research world. *The Mendeley*, pp. 26-28 From websites: Lees, P. (2015). Freaky eaters. *The Weekly Herald*, p.21. Retrieved from www.theweeklyheraldonline.com/freakyeaters2015
Images	Millais, J.E. (1851-1852). *Ophelia* [painting]. Retrieved from www.tate.org.uk/art/artworks/millais-ophelia-n01506
Films	Hitchcock, A. (Producer), & Hitchcock, A. (1954) *Rear window*. United States of America: Paramount Pictures.
TV programmes	Catlin, M., and Walley-Beckett, Moire (Writers), & Johnson, R (Director). (2010). Fly [Television series episode]. In Schnauz, T. (Executive Producer). *Breaking bad*. Culver City, CA: Sony Pictures Television
Songs	Beyonce, Diplo, MNEK, Koenig, E., Haynie, E., Tillman, J., and Rhoden, S.M. (2016) Hold up [Recorded by Beyonce]. On *Lemonade* [visual album]. New York, NY: Parkwood Records (August 16)
Websites	Mitchell, J.A. (2017, May 21). *How and when to reference*. Retrieved from https://www.howandwhentoreference.com

3.0 CITATION AND REFERENCE LIST WRITING BASED ON HARVARD REFERENCING SYSTEM

Harvard referencing system is a popular format that commonly used in assignments and publications for humanities. It makes the readers understand how we did our research and allows us to acknowledge the contribution of other authors in our research.

3.1 CITATION WRITING BASED ON HARVARD REFERENCING SYSTEM

HARVARD REFERENCING SYSTEM generally shows the last name of the author and the year the source was published. It contains the author(s)'s or editor(s)'s surname, year of publication and page number(s).

In case we quote directly from an author or to cite a specific idea or information from the source we need to consist the page number of the quote in our in-text citation.

In-text citation for Harvard system:

Category of author	Example of reference entry
One author	(Mitchell, 2017, p. 189)
Two authors	(Mitchell and Thomson, 2017, p. 189)
Three authors	(Bardes, Shelley and Schmidt, 2011)
Four authors and above	(Mitchell et al, 2017, p, 189)
No author	(*A guide to citation*, 2017, pp. 189-201)
Same authors with multiple works from the same year	(Mitchell, 2017a, p. 189)
Authors with multiple works in one parenthesis	(Mitchell, 2017, p. 189; Smith, 200; Andrews, 1989, pp. 165-176)
Secondary source	(Smith, 2000, cited in Mitchell, 2017, p. 189)

3.2 REFERENCE LIST WRITING BASED ON HARVARD REFERENCING SYSTEM

Reference list in Harvard referencing system includes information about the sources like the author, date of publication, title of the source, city published, publisher and more. It must be listed in alphabetically author. Referencing list must be on a new sheet at the end of the document.

Reference list for Harvard system:

Type of reading material/source	Example of reference entry
Books (with one author)	Patterson, J. (2005). *Maximum ride*. New York: Little, Brown.

Books (with two authors)	Desikan, S. and Ramesh, G. (2006). *Software testing*. Bangalore, India: Dorling Kindersley, p.156.
Books (with three authors and above)	Vermaat, M., Sebok, S., Freund, S., Campbell, J. and Frydenberg, M. (2014). *Discovering computers*. Boston: Cengage Learning, pp.446-448.
Edited books	William, S.T. (eds.) (2015) *Referencing: a guide to citation rules*. New York: My Publisher.
E-books	Mitchell, J.A., Thomson, M. and Coyne, R.P. (2017) *A guide to citation. E-book library* [online]. Available at: https://www.mendeley.com/reference-management/reference-manager (Accessed:10 September 2016)
Dictionaries	Sporadic (1993). In: *Webstin Dictionary*, 8th ed. New York: Webstin LLC, page 223.
Journal articles	From database: Mitchell, J.A. 'How citation changed the research world', *The Mendeley*, 62(9), p70-81. From websites: Raina, S. (2015). Establishing Correlation Between Genetics and Nonresponse. *Journal of Postgraduate Medicine*, [online] Volume 61(2), p. 148. Available at: http://www.proquest.com/products-services/ProQuest-Research-Library.html [Accessed 8 Apr. 2015]
Newspaper articles	From database: Mitchell, J.A. (2017) 'Changes to citation formats shake the research world', *The Mendeley Telegraph* (Weekend edition), 6 July, pp.9-12. From websites: Harris, E. (2015). For Special-Needs Students, Custom Furniture Out of Schoolhouse Scraps. *New York Times*, [online] p.A20. Available at: http://go.galegroup.com [Accessed 17 Apr. 2015]
Online photographs	Millais, J.E. (1851-1852) *Ophelia* [online]. Available at: www.tate.org.uk/art/artworks/millais-ophelia-n01506 (Accessed: 21 June 2014)
Film	*Rear Window* (1954) Directed by Alfred Hitchcock [Film]. Los Angeles: Paramount Pictures.
TV programme	'Fly' (2010) *Breaking Bad*, Series 2, episode 10. AMC, 23 May 2010.
Song	Beyonce (2016) *Lemonade* [Visual Album] New York: Parkwood Records. Available at: https://www.beyonce.com/album/lemonade-visual-album/ (Accessed: 17 February 2016)

Website	Mitchell, J.A. (2017) *How and when to reference* [Online]. Available at: https://www.howandwhentoreference.com/ (Accessed: 27 May 2017)

4.0 Conclusion

The information provided about the APA system and Harvard system makes the explanations of the referencing system clear. These two referencing systems can be differentiated easier through the information provided. The checking of reference lists and in-text citations are required to prevent avoidable errors in referencing. The referencing system is needed for every academic work as it aids to be thorough and careful in our academic work.

References

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