Quick Referencing Guide
Using APA 6th (Harvard) style

All the literature that you use in your own writing needs to be referenced **twice**:

o In the body of your text. This includes the author's name and the date of the work, enclosed in parentheses. If you have used a direct quotation (copied something word for word) you must also include the number of the page you copied the words from, e.g. p. 37

o In a reference list at the end of your document. This has full details of the publication, such as title(s), publisher, volume and page numbers. The format varies according to the type of literature you are referencing – see the examples below.

Examples by Type		
Type	**In-text Citation**	**In your Reference List**
Book with one author	(McKay, 2011) *or* McKay (2011) has compared	McKay, G. (2011). *Radical gardening: politics, idealism & rebellion in the garden*. London: Frances Lincoln.
Book with two authors	(Cornford & Smithson, 2006) *or* Cornford and Smithson (2006) recommend …	Cornford, T., & Smithson, S. (2006). *Project research in information systems: a student's guide* (2nd ed.). Basingstoke: Palgrave Macmillan.
Book with three, four or five authors	**First citation:** (Buse, Taithe, Hirschkop, & McCracken, 2006) *or* According to Buse, Taithe, Hirschkop and McCracken (2006) … **Subsequent citations:** (Buse et al., 2006) or According to Buse et al. (2006)	Buse, P., Taithe, B., Hirschkop, K., & McCracken, S. (2006). *Benjamin's Arcades: an unguided tour*. Manchester, UK: Manchester University Press. **You need to list all authors**
Book with six or seven authors	(Hicks et al., 2005) *or* Hicks et al. (2005) argue …	Hicks, S., McLaughlin, H., Thompson, S., Sudbery, J., Bramley, C., & Wilson, K. (2005). *A bibliography of family placement literature: a guide to publications on children, parents and carers*. London: British Association for Adoption & Fostering. **You need to list all authors**
Book with eight or more authors	(Clarke et al., 2010) *or* Clarke et al. (2010) have described …	Clarke, M., Corbett-Jones, J., Flynn, L., Ferry, K., Corrigan, J., Hargreaves, C., ... Westley, E. (2010). *Devils, demons and werewolves*. Manchester: Bridge House. **You need to list the first six authors followed by … and then the final author**
E-Book with DOI*	*Follow the above examples for books.*	Schiraldi, G. R. (2000). *The post-traumatic stress disorder sourcebook: a guide to healing, recovery, and growth*. doi:10.1036/0071393722
E-Book without DOI*	*Follow the above examples for books.*	Geraghty, C. (2000). *British cinema in the fifties: gender, genre, and the 'new look'.* Retrieved from http://www.netlibrary.com

Chapter in a book	(Kreps, 2014) *or* Kreps (2014) stated that … **Use the author(s) of the chapter, not the editor of the book. Follow the above examples for numbers of authors.**	Kreps, D. G. P. (2014). Virtuality and humanity. In M. Grimshaw (Ed.), *Oxford Handbook of Virtuality* (pp. 712-726). Oxford: Oxford University Press.
Chapter in an e-book	*Follow the instructions above examples for 'Chapter in a book'.*	Gorman, M. J. (2004). The angel and the compass: Athanasius Kircher's magnetic geography. In P. Findlen (Ed.), *Athanasius Kircher: the last man who knew everything* (pp. 239-259). Retrieved from http://www.dawsonera.com/ **If the book has a DOI use it instead of the URL.**
Journal article - print	*Follow the above examples for books.*	Parker, G., & Crawford, J. (2007). Chocolate craving when depressed: a personality marker. *British Journal of Psychiatry, 191*(10), 351-352.
Journal article – electronic with DOI*	*Follow the above examples for books.*	Cox, T. (2008). Scraping sounds and disgusting noises. *Applied Acoustics*, *69*(12), 1195-1204. doi: 10.1016/j.apacoust.2007.11.004
Journal article – electronic without DOI*	*Follow the above examples for books.*	Bennett, R., Wallace, J., & Williamson, I. (2008). Organising land information for sustainable land administration. *Land Use Policy, 25*(1), 126-138. **Treat as an article from a print journal.**
Conference paper – print	*Follow the above examples for books.*	Palmenfelt, U. (2010). *The social creation of grand narratives.* Paper presented at the the Eighth Folklore Fellows' Summer School: After the New Folkloristics?, Helsinki University, Lammi.
Conference paper – electronic	*Follow the above examples for books.*	Jaya, N., Pathirage, C., & Sutrisna, M. (2010). *An application of the activity-based costing for the management of project overheads to increase profit during the construction stage.* Paper presented at the SPARC 2010 Conference, Mary Seacole, University of Salford, Salford, UK. Retrieved from http://usir.salford.ac.uk/12541/
Webpage – corporate author	(Dolomites Nomination Committee, 2008)	Dolomites Nomination Committee. (2008). Morphoclimatology: nomination of the Dolomites for inscription on the World Natural Heritage List UNESCO, Retrieved from http://www.dolomiti-unesco.com/content/morphoclimatology
Secondary citation (i.e. where you have used information that you have found cited in another source).	(Darwin, 1842, cited in Schlager & Keim, 2009) *or* Darwin (1842, cited in Schlager & Keim, 2009) described …	Schlager, W., & Keim, L. (2009). Carbonate platforms in the Dolomites area of the Southern Alps: historic perspectives on progress in sedimentology. *Sedimentology, 56*(1), 191-204. **Your Reference List should only include those sources which you have actually read yourself.**

*A DOI is a Digital Object identifier and appears on many electronic books or journal articles, usually near the top of the first page.

You can find a longer version of this guide **APA 6th (Harvard) Handbook**, referencing examples for many types of information in the **APA 6th web-based quick guide** and further help on the **Skills for Learning** website:

http://www.salford.ac.uk/skills-for-learning/home/using-and-referencing-information/referencing