The University of Roehampton Harvard referencing style is used by most programmes (check your module handbook to find out which style you use).

**Referencing consists of two parts:**

a) In-text citation - used in the body of your assignment to show where you got your information

b) Reference list/bibliography - a list of resources you have cited in your assignment

This quick guide shows you some of the most common examples of the format for (a) in-text citations, and (b) the reference list/ bibliography. Full Referencing guides are available at library.roehampton.ac.uk/referencing

### Referencing examples table

<table>
<thead>
<tr>
<th>Source type</th>
<th>In-text citation</th>
<th>Reference list / Bibliography</th>
</tr>
</thead>
</table>

**Note on including edition info:** we use edn. to avoid confusion with ed. or eds. which is used for editor or editors.

<table>
<thead>
<tr>
<th>Source type</th>
<th>In-text citation</th>
<th>Reference list / Bibliography</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Journal article</strong></td>
<td>(Surname, Year: Page)</td>
<td>Surname, Initial. (Year) <em>Title of article, Title of Journal in Title Case and Italic</em>, Volume(Issue), pp. page numbers.</td>
</tr>
</tbody>
</table>

Note: see the full guide for more examples.
<table>
<thead>
<tr>
<th>Online journal article</th>
<th>(Ciulla et al., 2018: 11)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Online journal article with DOI</th>
<th>(Surname, Year: Page)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Levy, Ranjibar and Dean, 2006: 7)</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** If you see a DOI for the article, include it. See page 4 for more info on DOI.

**Is your URL link looooooooooooooooooooooooooongoing?**

A common mistake is copying the URL link from wherever you have found the article. If your URL link looks like below, it is the wrong link to use:

- [https://capitadiscovery.co.uk/roehampton/items/eds/eric/EJ741690?query=Dance+movement+children.&resultsUri=items%3Fquery%3DDance%2Bmovement%2Bas%2Bway%2Bto%2Bhelp%2Bchildren%2Baffected%2Bby%2Bwar.%2B%2Btarget%3Deds%26facet%5B0%5D%3Dfulltext%3Ayes&facet%5B0%5D=fulltext%3Ayes&target=eds](https://capitadiscovery.co.uk/roehampton/items/eds/eric/EJ741690?query=Dance+movement+children.&resultsUri=items%3Fquery%3DDance%2Bmovement%2Bas%2Bway%2Bto%2Bhelp%2Bchildren%2Baffected%2Bby%2Bwar.%2B%2Btarget%3Deds%26facet%5B0%5D%3Dfulltext%3Ayes&facet%5B0%5D=fulltext%3Ayes&target=eds)
- [https://www.google.co.uk/search?q=British+foundation+high+cholesterol&oq=British+foundatio+n+high+cholesterol&aqs=chrome..69i57j0l2.11223j0j9&sourceid=chrome&ie=UTF-8](https://www.google.co.uk/search?q=British+foundation+high+cholesterol&oq=British+foundatio+n+high+cholesterol&aqs=chrome..69i57j0l2.11223j0j9&sourceid=chrome&ie=UTF-8)

This is what the links should look like:

- [www.bhf.org.uk/heart-health/risk-factors/high-cholesterol](http://www.bhf.org.uk/heart-health/risk-factors/high-cholesterol)

<table>
<thead>
<tr>
<th>Audio-Visual</th>
<th>Online videos (Youtube, Vimeo etc)</th>
<th>Name of person/organisation posting video (Year video added)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Surname/username/or organisation who posted the video, Year)</td>
<td>(TED, 2012)</td>
<td><em>Title of Video in Title Case and Italics</em> [Site of video hosting]. Available at: URL (Accessed: date).</td>
</tr>
</tbody>
</table>


**Note:** video referencing can be complex – see our full guide.
**Film, viewed online**

(Black Panther, 2018)

*Title of Film in Title Case and Italics (Year of distribution)*
Directed by Initial. Surname. Available at: Name of service (Accessed: dd Month yyyy)


---

**Reports**

**Reports from organisations**

(Author/Name of organisation, Year)
(United Nations, 2015)

Author/Name of organisation or company (Year) *Title of Report. Place of Publication: Publisher *or* Available at: URL (Accessed: dd Month yyyy).


For more formats, such as **DVD, government reports** and **images**, see the guides on [library.roehampton.ac.uk/referencing](library.roehampton.ac.uk/referencing)

---

**Secondary referencing**

Secondary referencing – is **citing a source within a source**. It is whenever you cite a work you *haven’t read the original* version of, and you have only seen quoted in a source you *have read*.

Avoid secondary referencing where possible. Reading the original source is recommended.

---

**Source type** | **In-text citation** | **Reference list/bibliography**
--- | --- | ---
**Book** | *(Surname of person you are quoting, Year, cited in Surname of author of the book/article you have read, Year: Page)* | Surname, Initial of Author of the book you read (Year) *Title of Book in Title Case and Italics. Number edn - if not first edition. Place of Publication: Publisher.*


---

**Frequently Asked Questions (FAQ)**

**When do I use page numbers?**

When you use a quote, you include the page number; when you paraphrase, you will not need to use page number.

More details in the Full Harvard Referencing guide at: [library.roehampton.ac.uk/referencing](library.roehampton.ac.uk/referencing)
Can I include multiple sources in one in-text citation?
You may refer to multiple sources in one citation. Use semi-colons to separate the sources and put them in the order of publication, the earliest first. If more than one work was published in the same year, list it alphabetically by author/editor.

**Example:** A number of studies (Spivak, 1988; Butler, 1990; Haraway, 1991) ...

How do I create an in-text citation for a source with multiple authors?

- **One author**
  
  **Example:** In an important theory on the subject by Ranganathan (1985)...

- **Two authors**
  
  **Example:** Recent research in this field (Holmes and Watson, 2015)...

- **Three authors**
  
  **Example:** ...as demonstrated in the work (Levy, Ranjibar and Dean, 2018)

- **Four authors and more** - cite the first name listed in the source followed by *et al.* written in italics.
  
  **Example:** ... as shown by the research (*Ciualla et al.*, 2018)

What is the format for multiple authors in the reference list/bibliography?

Write out the name of all the authors in the following format:

- **One author**  
  
  Surname, Initial. (Year) ...

- **Two authors**  
  
  Surname, Initial. and Surname, Initial. (Year) ...

- **Three authors**  
  
  Surname, Initial., Surname, Initial, and Surname, Initial. (Year) ...

- **Four authors and more**  
  
  Surname, Initial., *et al.* (Year) ...

Note: see examples in the citation and reference tables above

What is a DOI?

DOI stands for **direct object identifier**. It is a persistent link for a source, meaning that it never changes and should always lead you back to the source (whereas URL web links might change or lead to an error page). Because of this, you do not need to add an access date when including a DOI.