

Rules

RULES FOR TITLES

- Book titles, journal names and website titles should be in italics
- Journal article titles and chapter titles from edited books should be in plain text inside 'single quotation marks'
- Book titles, article titles, chapter titles and website titles should be lower case except the first word and proper nouns
- Journal names should have all major words capitalised

RULES FOR QUOTATIONS

If you are using a short quote:

- The quotation itself should be in 'single quotation marks'
- The in-text reference must include the page number after the year
- Use 'p.' for a single page or 'pp.' for several pages, for example (Smith 2010, p. 43)

RULES FOR WEB PAGES

The key elements when referencing a web page are:

- The person or organisation who wrote or created the web page (author)
- The year the web page was created or last updated
- The title of the web page (in italics)
- The organisation responsible for sponsoring, or publishing the website (can be left out if this is the same as the author)
- The place where the publisher is located (can be left out if this is unclear)
- The day, month and year you last accessed the website
- The full URL <in angle brackets>

In text referencing

EXAMPLES

(Author/s Year) or Author/s (Year)
Turner & Roth 2003) or Turner and Roth (2003)
(Alysen et al. 2003) or Alysen et al. (2003)
'the taxation advantage ... was ... neutralised in 1988' (McGrath & Viney 1997, p. 137)
McGrath and Viney (1997, p. 137) discuss 'the taxation advantage'

EXPLANATION

When you cite a reference in the text of your work:

- Include the author's surname and the year of publication
- Normally the authors and year are inside parentheses, but if you want to use the author's name as part of the sentence the year can be in parentheses by itself
- **Inside Parentheses:** if the reference has two or three authors, use '&' between the last two authors
- **Outside Parentheses:** if the reference has two or three authors, use 'and' between the last two authors (see examples above)
- If there are more than three authors list only the first author and abbreviate the others by 'et al.'
- Add page numbers when quoting

THE REFERENCE LIST

All references cited in text should be:

- Included in a reference list at the end of your work
- Ordered alphabetically by author surname

For each reference:

- List all authors, with initials following each surname, using '&' between the last two if more than one author
- When there is no author, use the title in its place (see Book example)

Condensed Harvard UTS Referencing Guide

FOR FURTHER INFORMATION

Visit lib.uts.edu.au >Help > Referencing OR Study Skills OR Answers

FIND THE EXPANDED INTERACTIVE GUIDE AT LIB.UTS.EDU.AU

Books

EXAMPLE

Author/s Year, *Title (Italics)*, Publisher,
Place of Publication.

Alysen, B., Patching, R., Oakman, K.M. &
Sedorkin, G. 2003, *Reporting in a multimedia
world*, Allen and Unwin, Crows Nest, NSW.

EXPLANATION

Without an author (ie using the title in place of the author), the reference would look like this:

*Maximum Linux security: a hackers's guide to protecting
your Linux server and workstation* 1999, Prentice Hall,
Hemel Hempstead, UK.

For an edited book (note the “(eds)” for editors. Use “(ed.)” if only one editor), the reference would look like this:

Turner, S.P. & Roth, P.A. (eds) 2003, *Blackwell guide to the
philosophy of the social sciences*, Blackwell, Oxford, UK.

For a book chapter where each chapter in an edited book has its own author and title, the reference would look like this:

Coleman, S. 2003, 'Democracy in an e-connected world', in R. Davidson (ed.), *The e-connected world: risks and opportunities*, McGill Queens University Press, Montreal, pp. 125-32.

Note: the word “in” in front of the editor's name, and how the editor initials come in front of the editor surname.

Journal articles

EXAMPLE

Author/s Year, 'Title of Article', *Journal Name (Italics)*, Volume & Issue Numbers,
Page Numbers.

Seaman, C.B., Mendonca, M.G. & Kim, Y.M. 2003, 'User evaluation and evolution of a prototype management tool', *IEEE Transactions on Software Engineering*, vol. 29, no. 9, pp. 838-51.

EXPLANATION

If an online journal has a printed equivalent, eg PDF with page numbers, reference it as a print journal, as in the example above

(ie do not reference as online, even if that is the version you used).

If it is only available online, use the format below:

Clark, J., Diefenderfer, C., Hammer, S. & Hammer, T. 2003, 'Estimating the area of Virginia', *Journal of Online Mathematics and its Applications*, vol. 3, viewed 6 October 2009, <<http://mathdl.maa.org/mathDL/4/?pa=content&sa=viewDocument&nodid=507>>.

Websites

EXAMPLE

Author/s Year, *Title of Website (Italics)*, Publisher,
Place of Publication, Date Viewed, <URL>.

For further reference, refer to Rules for Web Pages

Australian Electoral Commission 2012, *2010 federal election*, AEC, Canberra, viewed 28 June 2012, <http://www.aec.gov.au/elections/federal_elections/2010/index.html>.

EXPLANATION

This format should be used where the online is the only version, or for official reports where the online version is the most commonly accessed one. Often, the author of a web page is an organisation.

(ie do not reference as online, even if that is the version you used).

For a blog, use the format below:

Green, A. 2009, 'Fremantle by-election: should the Liberals run?', *Antony Green's election blog*, weblog, ABC, Sydney, viewed 10 April 2009, <<http://blogs.abc.net.au/antonygreen/2009/04/fremantle-by-el.html>>.

Note: the word 'weblog'.

For a podcast, use the format below:

Crawford, M. 2009, Shop class as soulcraft, audio podcast, Future Tense Radio National, ABC Radio, Sydney, 5 November, viewed 18 November 2009, <<http://www.abc.net.au/n/futuretense/stories/2009/2728755.htm>>.

Note: the words 'audio podcast'. Change to 'video podcast' for a video.