Harvard Referencing Style
Harvard Referencing Style

What is it?

Academic writing requires authors to support their arguments with reference to other published work or experimental results/findings. A reference system will perform three essential tasks:

- Enable you to acknowledge other authors’ ideas (avoid plagiarism).
- Enable a reader to quickly locate the source of the material you refer to so they can consult it if they wish.
- Indicate to the reader the scope and depth of your research.

The Harvard style is a widely used referencing system to help you achieve these objectives.

How do I use the Harvard Referencing Style?

The Harvard style involves two tasks:

- How you refer to other authors in the body of your text (in-text citation).
- How you compile a list of reference sources at the end of your text (reference list).

What does it look like?

Here is an extract showing what in-text citations look like in the Harvard Style (Where you are not quoting another’s specific ideas or exact words. See the next page for these.)

It has been claimed that due to funding being almost exclusively available from the Irish Film Board (IFB), Irish film makers are restricted to the type of Ireland they can depict in their work (MacDougall, 2009). Jervir (2011) argues that subjects such as Northern Ireland are disproportionately represented as these are key areas of interest to the IFB.

Here is an example of what a Reference List looks like in the Harvard Style

Quotation

Quoting ideas
If you are including the ideas of another person from a specific page range or page in a source, rather than direct quotation, Harvard also requires you to include a page number. Your quote would look something like this:

In the review it was noted that research shows open plan office spaces damage workers’ attention span, creativity and satisfaction (Davis et al., 2011, p. 22).

If you are unclear as to when to include a page number when quoting ideas, discuss this with your lecturer or tutor. Bring along examples to show them.

The Harvard Style dictates that when using another’s exact words, known as direct quotation, then those words must be placed in inverted commas/quotation marks (“ or ”) followed by an in-text citation that includes the Author Last name, Year and page numbers. Inverted commas/quotation marks can be single or double, simply be consistent or check with your lecturer/school. See our two examples below.

Short quotations
Short quotations are generally held to be two or three lines in length. An example of a short direct quotation would be:

It was reported that ‘findings show children have a high level of enjoyment, while exercising with the system as indicated by the positive responses to all three questions’ (Fitzgerald et al., 2008, p. 66).

Long quotations
Long quotations are generally held to be longer than three lines. These are laid out in a separate paragraph of text and indented. No inverted commas/quotation marks are included. An example of a long quotation would be:

In their research on rehabilitation using Wobbleballs, Fitzgerald and her team conclude that:

The fourth question collected some feedback from children and while most provided positive comments a small number of children (n=13) mentioned that the wobble board was “difficult to control” or “hard to use”. We must therefore investigate some easier methods to control the game as an option for some children. Future research is
needed to investigate the benefits of the system as an exercise intervention for children and to examine how training using Wobbleball could be integrated into the existing physical education curriculum in schools. (Fitzgerald et al., 2008, p. 66)

In this guide we show how common reference types should look in your reference list (Reference) along with an example. Immediately following this will be two samples of how that reference should appear as an In-Text-Citation.

If the exact reference type you are looking for is not shown in this guide, look for one similar and follow the same rules. Alternatively consult the book “Cite them Right,” by Richard Pears and Graham Shields which is available in UCD Library.

**Book with one author**

Reference: Author/Editor Last name, Initials. (Year) Title. Edition. Place of publication: Publisher.


In-Text-Citation:

- Author Last name (Year)
- (Author Last name, Year)

Example:

- According to McLeskey (2013)
- As has been argued (McLeskey, 2013)

**Book with two or three authors**

Reference: First author Last name, Initials, second author Last name, Initials and third author Last name, Initials (Year) Title. Place of publication: Publisher.

In-Text-Citation:
- First author Last name, Second author Last name and third author Last name (Year)
- (First author Last name, Second author Last name and third author Last name, Year)

Example:
- Shalloway, Murphy and Trott (2001) suggest that.....
- It has been suggested (Shalloway, Murphy and Trott, 2001)

Book with four or more authors

Reference: First Author’s Last name, Initials et al. (Year) Title. Place of publication: Publishing company.


In-Text-Citation:
- First author Last name et al. (Year)
- (First author Last name et al. Year)

Example:
- McGeady et al. (2006) suggest....
- It has been suggested (McGeady et al., 2006)....

Book with a corporate author

Reference: Name of corporate author (Year) Title. Place of publication: Publisher.


In-Text-Citation:
- Name of corporate author (Year)
- (Name of corporate author, Year)

Example:
- Figures from the Department of Agriculture (2000) show that....
- Figures from other sources (Department of Agriculture, 2000) show....
Book with an editor

Reference: Editor(s) Last name, Initials (ed.) (Year) Title. Place of publication: Publisher.


In-Text-Citation:
- Editor’s Last name (Year)
- (Editor’s Last name, Year)

Example:
- This was examined in O’Riordain (2001)....
- Others have examined this claim (O’Riordain, 2001)....

Chapter in an edited book

Reference: Chapter Author(s) Last name, Initials. (Year) 'Chapter title', in Editor’s(s) last name, Initials. (eds.) Book title. Place of publication: Publisher, page range.


In-Text-Citation:
- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:
- This was proposed by Rose (2000)....
- It has been proposed (Rose, 2000)....

Electronic Book (e-Book)

Reference: Authors’ Last name, Initials. (Year) Title of book. Available at: URL (Downloaded: Day Month Year).


In-Text-Citation:
• Author’s Last name (year)
• (Author’s Last name, year)

Example:

• Luhr (2012) suggests that the Coen brothers...
• It has been argued that “The Coen brothers represent a revolution in cinematography” (Luhr, 2012, Chapter 2, 22%).

**Translated Ancient Texts**


In-Text-Citation:

• Author Last name (Year)
• (Author Last name, Year)

Example:

• In this tale Sophocles (1999)....
• This tale describes a sister’s fight to have her brother buried, and its tragic consequences (Sophocles, 1999).

Note: The format for this example is taken from the book “Cite them Right” by Richard Pears and Graham Shields. If your school uses a different format, go by the School format. Alternatively, check with your module coordinator if the above format will be accepted.

**Translated Books**

Reference: Author/Editor Last name, Initials. (Year translation published). *Title*. Translated by translator(s) Initials and Last name. Place of publication: Publisher.


In-Text-Citation:
• Author Last name (Year)
• (Author Last name, Year)

Example:

• Kafka (2016) evokes alienation....
• This novella describes alienation via a physical transformation (Kafka, 2016).

Note: The format for this example is taken from the book “Cite them Right” by Richard Pears and Graham Shields. If your school uses a different format, go by the School format. Alternatively, check with your module coordinator if the above format will be accepted.

Print Journal article with one author


In-Text-Citation:

• Author(s) Last name (Year)
• (Author(s) Last name, Year)

Example:

• Tovey (2002) argues....
• It has been argued (Tovey, 2002)....

Print Journal with two or three authors

Reference: First Author Last name, Initials and Second Author Last name, Initials. (Year) 'Article title', Journal title, Volume(Issue), pp. page numbers.

In-Text-Citation:
- First author Last name and second author Last name (Year)
- (First author Last name and second author Last name, Year)

Example:
- Lopez and Rodriguez (2011) suggest that.....
- It has been suggested (Lopez and Rodriguez, 2011)....

Print journal with four or more authors


In-Text-Citation:
- First author Last name et al. (Year)
- (First author Last name et al., Year)

Example:
- Janssen et al. (2014) suggest....
- It has been suggested (Janssen et al., 2014)....

E-journal article


In-Text-Citation:
- Author(s) Last name (Year)
- (Author(s) Last name, Year)
Example

- Hawke, Wadsworth and DeFries (2006) argue ....
- Others have shown (Hawke, Wadsworth and DeFries, 2006)....

Print Newspaper article

Reference: Author(s) Last name, Initials. (Year) ‘Article title’, Journal Title (published online ahead of print Day Month). Available at: DOI/URL (Accessed Day Month Year).


In-Text-Citation:

Author(s) Last name (Year)

(Author(s) Last name, Year)

Example:

Hawke, Wadsworth and DeFries (2006) argue ....

Others have shown (Hawke, Wadsworth and DeFries, 2006)....

Note: In the absence of clear guidelines from the title "Cite Them Right", this is how UCD Library interpreted online advice on referencing ahead of print journal publications.

Print Newspaper article

Reference: Author(s) Last name, Initials. (Year) ‘Article title’, Newspaper Title, date, page numbers.


In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:
- O’Dea (2006) proposed....
- The article (O’Dea, 2006) argues....

**Online Newspaper article**

Reference: Author(s) Last name, Initials. (Year) ‘Article title’, *Newspaper Title*, day month of publication. Available at: URL (Accessed Day Month Year).


In-Text-Citation:
- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:
- Keenan (2011) reported....
- In the report (Keenan, 2011)....

**Page on a website**

Reference: Webpage Author(s) Last name, Initials. (Year) *Page title*. Available at: URL (Accessed Day Month Year).


In-Text-Citation:
- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:
- Kelly (2004) responded....
- In the response (Kelly, 2004)....
Website

Reference: Website author. (Year published/Last updated) *Title of Internet Site*. Available at: URL (Accessed Day Month Year).


In-Text-Citation: (Website name, Year)

Example: Information available from their website (International Tourism Partnership, 2004) ....

Blog

Reference: Author(s) Last name, First name. (Year site published/Last updated) ‘Title of message’, *Title of Internet Site*, Day Month of posted message. Available at: URL (Accessed Day Month Year).


In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example

- O’Connor (2010) proposed....
- It was proposed elsewhere (O’Connor, 2010)

Email communication

Reference: Sender Last name, Initials (Year of message) Email to name of recipient, Day Month of communication.


In-Text-Citation:
Author(s) Last name (Year)

(Author(s) Last name, Year)

Example:

- In an email response (Scott, 2010)
- In an email to this author (Scott, 2010)

**Facebook**

Reference: Author Last name, Initials. (Year page/post published) *Title of page [Facebook]* Day Month of post. Available at: url of post (Accessed Day Month Year).


In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name Year)

Example:

- DSPCA (2017) reported on there being a number of kittens …
- It was reported that the DSPCA has kittens for potential adoption (DSPCA, 2017).

Note: if no author is available start with the title in italics and use title (in italics) with year for your in-text citation.

**Twitter**

Reference: Author(s) Last name, Initials. (Year of post) *[Twitter]* Day Month of tweet. Available at: URL (Accessed Day Month Year).


In-Text-Citation:

- Author(s) Last name (Year)
- (Authors(s) Last name, Year)
Example:

- UCD School of Archaeology (2014) reports that lactose intolerance 
- It has been found that after 5,000 year of agriculture, early Europeans remained intolerant to lactose (UCD School of Archaeology, 2014).

Note: date of post is used for in-text citation.

Images/Photographs

Reference: Photographer/Creator Last name, Initial(s). (Year) Title of image/photograph [Photograph/Image]. Place of publication: Publisher.


In-Text-Citation:

- Author(s) Last name (Year)
- (Authors(s) Last name, Year)

Example:

- O’Meara (2014) shows a perfect example of the epipactis atrorubens.
- The velvety red of the epipactis atrorubens is demonstrated in the photo displayed (O’Meara, 2014).

Images/Photographs (Online)


In-Text-Citation:

As detailed for Images/Photographs above.
Lectures or Presentations

Reference: Author(s) Last name, Initial(s). (Year) ‘Title of lecture/presentation’ [Medium], Module Code: Module title. Institution. Day Month.


In-Text-Citation:

- Author(s) Last name (Year)
- (Authors(s) Last name, Year)

Example:

- De Burca (2014) described the complicated system of radiographic services......
- There is a complicated system of geriatric radiographic services (De Burca, 2014).

Group or Individual Work


In-Text-Citation:

- Author(s) Last name et al. (Year)
- (Author(s) Last name et al., Year)

Example:

- Woods et al. (2014) detailed a model for corporate governance.....
• There have been complete models for corporate governance in the Irish non-profit and charity sector (Woods et al., 2014).

*Note: use the “et al.” for three or more authors just like for a book/journal etc.

**Interviews (television)**

**Reference:** Last name, Initials of person interviewed. (Year of interview) ‘Title of the interview (if any)’. Interview by/with Interviewer’s First name Last name, Title of publication, Day Month of Publication, page numbers if present.


**In-Text-Citation:**

- Interviewee(s) Last name (Year)
- (Interviewee(s) Last name, Year)

**Example**

- Kenny (2010) claimed in an interview....
- In an interview on RTE (Kenny, 2010)....

**Interviews (newspaper)**

**Reference:** Last name, Initials of person interviewed. (Year of interview) ‘Title of the interview (if any)’. Interview by/with Interviewer’s First name Last name, Title of publication, Day Month of Publication, page numbers if present.


**In-Text-Citation:**

- Interviewee(s) Last name (Year)
- (Interviewee(s) Last name, Year)

**Example**

- O’Brien (2014) outlined honesty as key to parenting......
- Honesty is seen as key to parenting through the teenage years (O’Brien, 2014).
Government agency publication

Reference: Name of government department (Year) Title. Place of publication: Publisher (Series if applicable). Available at: URL [Accessed Day Month Year].


In-Text-Citation:

- Department (Year)
- (Department, Year)

Example:

- The Department of Health & Children (2006) have shown....
- In a similar report (Department of Health & Children, 2006) it was shown...

Parliamentary and legal material

Reference: Government of Country. Title (Year) Place of Publication: Publisher.


In-Text-Citation: (Country. Title of Legislation Year)


EU publications

Reference: Name of EU Institution (Year) Title. Place of Publication: Publisher.

In-Text-Citation: (Name of EU Institution, Year)

Example: The predicted growth (European Commission, 2003) did not occur....

Conferences

Reference: Author(s) Last Name, Initials (Year) ‘Title of paper’, Title of conference: subtitle. Location and date of conference. Place of publication: Publisher, Pages numbers.


In-Text-Citation:

- Author(s) Last name (Year)
- (Author(s) Last name, Year)

Example:

- O’Connor (2009) was able to highlight....
- Others (O’Connor, 2009) have shown .....
- As argued elsewhere (Allen, 2009)....

Film or Television

Reference: *Title of film* (Year of distribution) Director [Format]. Place of distribution: Distribution company.


In-Text-Citation:
- *Title of film, Year*
- *(Title of film, Year)*

Example:
- The portrait shown in *The lives of others* (2007)....
- *East Germany was the subject of a recent successful movie (The lives of others, 2007)*....

Podcasts

Reference: Author/Presenter Last name, Initial(s). (Year site published/updated) *Title of podcast*. [Podcast]. Day Month Year of podcast posted. Available at: URL (Accessed Day Month Year).


In-Text-Citation:
- Author’s/Presenter’s Last name (year)
- *(Author’s/Presenter’s Last name, year)*

Example:
• Reddy (2013) outlines how Irish crime fiction.....
• It has been argued Irish Crime fiction has strong gender typing (Reddy, 2013).

Datasets

Reference: Authors Last name, Initial(s). (Year) 'Title of dataset'. Available at: URL (Accessed Day Month Year).


In-Text-Citation:

• (Author last name, Year)

Example:

• The TILDA study has shown the impact of emigration on older fathers in particular (Leahy et al., 2012)....

Case Studies

Reference: Author/editor Last name, Initials. (Year) 'Title of case study' [Case Study], Journal Title, Volume (Issue), pp. page numbers. Available at: URL (Accessed Day Month Year).

Example:


In-Text-Citation:

• (Author last name, Year)
• Author last name (Year)....
In their case study Ofek et al. (2014) describe how marketing to the young generation...

**Musical Scores**

Reference: Composer last name, Initials. (Year) *Title of score*. Notes. Place of publication: Publisher.

Example:


In-Text-Citation:

- (Author Last name, Year)
- Author Last name (Year)...

Example:

- Handel’s score is beautifully arranged by Vincent Novello (Handel, 1912)...

**CD or Vinyl Records**

Reference: Artist Last name, Initials. (Year) ‘Title of track’, *Title of Album* [CD] or [Vinyl]. Place of distribution: Distribution company.


In-Text-Citation:

- Artist Last name (Year)
- (Artist Last name, Year)

Example:

- In his track 'Put 'em down blues' Armstrong (1987)....
- 'Put 'em down blues' (Armstrong, 1987) is typical of the sound this artist can create with his ensembles...
Note: If referring to a whole album, cite as above, simply leaving out the 'Title track' element of the reference.

Film on YouTube

Reference: Name of person posting video (Year video posted) Title of film or programme. Available at: URL (Accessed Day Month Year).


In-Text-Citation:

- Poster's Last name (Year)
- (Poster's Last name, Year)

Example:

- Podge tries to foil Christmas in this Christmas special (APintTurtle, 2008)...
- APintTurtle's (2008) posted a version of 'Zig & Zag - Christmas Crises'...

Repository Item

Reference: Author Last name, Initials. (Year) 'Title of article'. Title of Journal [Preprint], Volume (Issue No.) pp. page numbers. Available at: URL (Accessed: Day Month Year).

Example:


In-Text-Citation:

- Last name (Year)
- (Last name, year)

Example:

- Kelly (2014) highlights social inequality....
- Crime and inequality go hand in hand (Kelly, 2014)....
Secondary Source

When referring to the work of an author whom you have read in another source, but not read directly yourself, list the full details of the secondary source in the reference listing and in your in-text citation use the term “cited in” or “citing”. In the reference list format the secondary reference as you would any reference of that type. For example a journal article below is shown.

Reference: Author Last name, Initials. (Year) 'Article title', Journal Title, Volume(Issue), pp. page numbers.

Example:


In-Text-Citation:

- Secondary Author Last name (Year, page no.) cites Original Author's surname (Year)....
- (Original Author Last name, Year, cited in Secondary Author Last name, Year, Page no.)

Example:

- Seeberg (2013, p. 160) cites Waltham's work on migration (2010)... 
- (Waltham, 2010, cited in Seeberg, 2013, p. 10)...

Further Help

UCD Library has a basic online tutorial on how to use the Harvard Referencing Style. It is accessible at http://www.ucd.ie/library/elearning/refcite/Harvard/story.html

EndNote is a software application that allows researchers store and manage all references in one place. It is available via Software for U and the Library runs regular introductory and advanced training sessions.

- Users can record, store and manage references in hundreds of citation styles.
- Users can add references manually or search and download directly from online databases and library catalogues.
EndNote Cite While You Write features allows users to insert citations easily and creates bibliographies automatically in Microsoft Word and Apple’s Pages ’09

More information about Library support for Endnote is available on dedicated EndNote Subject Guide.