
For students on HE courses accredited by universities, please check your institution’s referencing guidelines and requirements. It is also advisable to check with your tutors what the individual requirements for your department are.

Contents

⇒ Advice for avoiding plagiarism p. 3
⇒ Keywords p. 4
⇒ Online Images and E-Books p. 5
⇒ Online Journal Articles and Government Reports p. 6
⇒ Online Newspaper Articles and Podcasts p. 7
⇒ Television programmes and Films p. 8
⇒ Online video sharing platforms including YouTube and Blogs p. 9
⇒ Music streaming/subscription services and Episodes from a series viewed via streaming services p. 10
⇒ Example reference list/bibliography p. 11

Examples of Harvard Referencing in reference list/bibliography format


Music streaming/subscription services

For audio or video downloads, you will need the following in this order:

Citation in text:
Joanne (Lady Gaga, 2016) is the long awaited third album...

Reference for your bibliography or reference list:
Artist name (individual, band, orchestra, etc.) (year of release) Title of album. Available at: <name of streaming service> (Accessed: date).


Please see ‘Cite them right’ 11th edition for further information on referencing individual tracks or songs from albums.

Episodes from a series viewed via streaming services e.g. Netflix and All 4

For an episode from a series you will need the following in this order:

Citation in text:
The Insider: Reggie Yates (2017) endeavours to experience the lives of people living in difficult conditions.

‘Title of episode’ (year of original broadcast) Title of series/season, Series/season and episode number (or day/month if available). Production company. Available at: Name of streaming service. (Accessed: date).


Please note there is specific guidance for stand alone programmes and episodes from a series. Please see Cite them right 11th edition for further information.

How can I avoid plagiarism?

When you do research for assignments, you read other people’s work and may use their ideas in your own reports and essays. If you do this, you must acknowledge the fact that it is their work. If you do not, you could be found guilty of plagiarism and could lose marks.

When you start taking notes, you need to make sure you are collecting the correct information about your sources (author, date, title, publisher etc.). Always consider whether the source is relevant to what you are writing and whether it is reliable and authoritative. For example, are the author’s words supported by facts, have they referenced the information they have used and are they a specialist in the field?

It is also good practice wherever possible to read then reference the primary or original source of the information. For example, look at the citations and references your lecturers have provided in class and investigate the original source.

Any information that you either quote word for word or paraphrase must be referenced. This includes information you may have found on the internet that does not appear to have an author. Paraphrasing means writing the ideas you have found through your research entirely in your own words. It is not enough just to change a couple of keywords or the order of the words/sentences.

Our Library Moodle page has a link to our ‘Library Study Skills’ page.

https://moodle.rotherham.ac.uk/course/view.php?id=580

Here you will find a range of resources that you can access and use at any time, whether you are on or off campus. These will help you to develop your research skills, prepare you for writing your first academic pieces and help you with the citing and referencing process. Some of the resources include:

- Short tutorials to develop your knowledge and understanding of referencing including how to use citations
- How to reference specific sources in the Harvard style
**Keywords**

**Citation/citing:** Using the surname of an author/authors and the year of publication in the text of your assignment is called a citation or citing.

**Reference:** the detailed description of the source that has been used (author, date, title, publisher etc.).

**Bibliography:** the full detailed references of all the sources you have consulted during your research, in alphabetical order of author’s surname. This goes at the end of your assignment. Always ask your tutor whether they require a bibliography a reference list or both.

**Reference List:** a list of the full detailed references of each of the sources you cited so the reader can easily find each work you have referred to in the text of your work. This is presented in alphabetical order of author’s surname at the end of the assignment.

**Digital Object Identifier:** a numbered code used to identify individual online resources e.g. journals and provide a permanent link to the material on the internet.

**Uniform Resource Locator (URL):** the address of documents or other online sources of information retrieved from the internet.

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**Online video sharing platforms including YouTube**

For a Youtube video, **you will need the following in this order:**

**Citation in text:**
The video discusses (Oxford Union, 2015)...

**Reference for your bibliography or reference list:**


**Blogs**

For a blog, **you will need the following in this order:**

**Citation in text:**
Olendo (2018) states that ...

**Reference for your bibliography or reference list:**

### Television programmes

For a television programme, **you will need the following in this order:**

**Citation in text:**

Planet Earth II (2016) demonstrates the difficulties animals must live through during dramatic changes in the seasons.

**Reference for your bibliography or reference list:**

*Title of programme* (Year of transmission/broadcast) Transmission channel, Transmission date: day/month/time.

*Planet Earth II* (2016) BBC One Television, 22 December, 20.00.

### Films and Movies

For a film or movie, **you will need the following in this order:**

**Citation in text:**

The character of Lisbeth Salander has been played by three actors, the latest being Claire Foy in *The Girl in the Spider’s Web* (2018).

**Reference for your bibliography or reference list:**

*Title of film* (Year of original distribution) Directed by [DVD, catalogue number] or [Blu-ray, catalogue number] Place of distribution: Distributor.


### Paintings found online

For an image found online, **you will need the following in this order:**

**Citation in text:**

As seen in Dali’s painting... (Dali, 1931)

**Reference for your bibliography or reference list:**

Photographer/Artist (Year) *Title of photograph/painting (or description if not available)* [medium] Available at: <URL> (Accessed date).


### E-book

For an e-book, **you will need the following in this order:**

**Citation in text:**

Davies (2009, p. 19) defines a microfilament as “...”

**Reference for your bibliography or reference list:**

Author/Editor (Year) *Title of e-book*. DOI or Available at: <URL> (Accessed date).


Please note: if an online book is identical to a print version and all the elements of the reference are the same (e.g. publishers and page numbers), you may reference it in exactly the same way as a print book. If you do need to reference the electronic copy then include the URL or DOI (see page 4). On some electronic devices, page numbers may not be available so use the information which is provided such as the %. Please be aware that the link may expire so make sure the name of the ‘collection’ is clear to the person reading your assignment.
Online Journal Articles

For an online journal article that is only available online, you will need the following in this order:

Citation in text:
The barriers to inclusion (Bancroft and Underwood, 2015), include...

Reference for your bibliography or reference list:
Author (Year) ‘Title of article’ Title of Journal Volume no. (Issue) or date. Page reference. Available at: <URL> (Accessed date) OR DOI. *

doi: 10.1111/tct.12588
Please note: if the reference provides enough information for the reader to find the source, then the database and URL do not need to be included.

Government Publications

For a government publication, you will need the following in this order:

Citation in text:
Advice suggests children should be able to... (Department for Education, 2014).

Reference for your bibliography or reference list:
Government department (Year of publication) Title Available at: <URL> (Accessed date) *


Podcasts

For a podcast, you will need the following in this order:

Citation in text:
Rushden et al. (2016) debated whether...

Reference for your bibliography or reference list:
Author/presenter (Site publication date or last updated) Title of podcast [Podcast]. Day/Month of post Available at: <URL> or DOI (Accessed date).

*Please note: for newspaper titles, please capitalise the first letter of each word except for linking words such as ‘and’, ‘or’ etc and place in italics.