

QUICK HARVARD REFERENCING GUIDE

This guide provides practical examples to help you create references for information sources using the APU Harvard referencing style.

- **In-text Referencing:** involves citing references within the text of your work where you have used ideas or material from other sources.
- **End-text referencing** (also known as your Reference List): includes all materials used in your document. It provides the full information of reference sources necessary for a reader to locate and retrieve them.

IMPORTANT NOTE: When writing your reference list, do not present them in different section based on the types of information sources. All sources of information must be presenting in a single list in ascending alphabetical order.

Resources	In-Text Referencing	End-Text Referencing (Reference List)
Book: Single Author	One possible definition of primary research is....(Mehra, 2009) or Mehra (2009) stated that primary research includes the elements of	Mehra, A. (2009) <i>Advertising management: media approach for market research</i> . New Delhi: Global India Publications.
Book: Two or three authors	Two authors: Richardson and Gosnay (2011) argued... or Effective marketing covers the dimensions of ... (Richardson and Gosnay, 2011) Three authors: Ramaswami, Sivaraajan and Sasaki (2010) discovered.... or As discovered by Ramaswami, Sivaraajan and Sasaki, (2010)	Two authors: Richardson, N., and Gosnay, R. (2011) <i>Develop your marketing skills</i> . London: Kogan Page. Three authors: Ramaswami, R., Kumar N.S., and Galen H.S., (2010). <i>Optical networks: a practical perspective</i> , 3 rd edn. Amsterdam: Morgan Kaufmann.
Book: Four or more authors	It is noted (Eide <i>et al</i> 2006) that.... or Eide <i>et al</i> (2006) suggests that... Note: " <i>et al</i> " needs to be written in <i>italics</i> .	Eide, A.R., Jenison, R.D., Northup, L. L. and Mikelson, S. K. (2006) <i>Engineering fundamentals and problem solving</i> . Boston, M. A.: McGraw Hill.
Book: Multiple works by an author in the same year	As Dettel outlines (Dettel 20011a, 2011b) or Dettel (2011a) outlines.... Dettel (2011b) added that....	Dettel, P. J. and Dettel, H. (2011a) <i>Visual Basic 2010: how to program</i> . Boston: Pearson. Dettel, P. J. and Dettel, H. (2011b) <i>C# 2010 for programmers</i> . 4 th edn. Upper Saddle River, N. J.: Prentice Hall.
Book: Editor(s)	To establish a successful and sustainable business, an organization needs to have ... (ed. Brown, 2003) With today's networked technology, health information can be easily accessible via the use of ... (eds. Smith and John, 2006)	Brown, G. B. (ed.) (2003). <i>Winning strategies</i> . London: Palgrave Macmillan. Smith, M. and John, B. (eds) (2006). <i>One hundred and one ways to find information about health</i> . London: Routledge.
Journal Article	McGill and Dixon (2005) asserted that ...	McGill, T. and Dixon, M. (2005) 'Information technology certification: a student perspective', <i>International Journal of Information and Communication Technology Education</i> , 1(1) pp. 19-30.

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**David S. A. Guttormsen, Jakob
Lauring, Malcolm Chapman**



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Avoiding Plagiarism Dr. Ken K. Wong, 2011-01-07 Writing scholarly papers is a tough business when you plagiarize someone else's work you not only risk getting a bad grade you could be expelled Avoiding Plagiarism helps students to write better papers and avoid mark deduction due to improper citing and referencing Examples using APA Chicago and Harvard citation styles are examined and made easy Advance Praise for Avoiding Plagiarism Unlike other resources in this area Dr Wongs book provides additional information on tools for similarity detection and citation generation Educators will find this book a valuable resource Professor Wing Lam Dean U21 Global Singapore Knowing how to cite and reference are fundamental skills which are missing in many graduate students This book provides those missing skills in an easy innovative and entertaining way Richard Anthony Indonesia This book provides useful information considering all the queries that may pop up in a students mind while attempting to provide citations and references Tasneem Tailor India Dr *Scientific Writing Skills* Amanda Lourens, 2007-06-01 Where do I begin to write my thesis or dissertation Which sections should such a text have How do I get my thoughts onto paper How do I combine all my results in one coherent whole What is an academic writing style How do I reference *Scientific Writing Skills* gives answers to these questions It is the result of many courses in scientific writing skills to postgraduate students based on real writing problems and text examples from diverse disciplines It is a practical yet scientifically sound guide that helps the student tackle scientific writing It is also available in Afrikaans as *Wetenskaplike skryfvaardighede* **Wetenskaplike skryfvaardighede** Amanda Lourens, 2004-09-01 Waar begin ek om my tesis of verhandeling te skryf Watter afdelings het so n teks Hoe kry ek my gedagtes op papier Hoe bring ek al my resultate byeen in n samehangende geheel Wat is n wetenskaplike skryfstyl Hoe gemaak met bronverwysings *Wetenskaplike skryfvaardighede* gee antwoorde op hierdie vrae Dit is die resultaat van talle kursusse in wetenskaplike skryfvaardighede aan nagraadse studente gebaseer op regte skryfprobleme en teksvoorbeelde uit uiteenlopende vakgebiede Dit is ook beskikbaar in Engels as *Scientific Writing Skills* **Internet in languages for specific purposes and foreign language teaching** Maria José Esteve, M. Lluïsa Gea Valor, 2003 La relació entre llengua i Internet es posa de manifest en aquesta obra que fa mfasi en la manera com Internet contribueix al desenvolupament d aspectes pr ctics com ara la recerca terminol gica l ensenyament fent servir materials curriculars en xarxa **Bibliotheca Medica Canadiana**, 2000 *Writing Essays in English Language and Linguistics* Neil Murray, 2012-03-01 English language and linguistics shares many of its writing conventions with those of other disciplines but there are certain features and expectations that distinguish it as a subject This book is written specifically to help undergraduate students of English language and linguistics develop the art of writing essays projects and reports Written by an author with over 30 years experience of lecturing in the subject it is a comprehensive and very readable resource and contains numerous discipline related examples practice exercises and an answer key It includes chapters on referencing including plagiarism paraphrase and guidance on referencing styles stylistic

issues that often get overlooked and writing a dissertation The book offers practical guidance and a layout that guides students as they work through their project It will be an invaluable reference tool that students can read cover to cover or dip into as and when required *Botswana Notes and Records*, 2009 Reference Guide to Short Fiction Thomas Riggs, 1999 Reference Guide to Short Fiction provides study and commentary on the most instrumental writers of short fiction through the 20th century International in scope this single scholarly volume includes 779 entries on 377 authors and 402 short stories

Buku Pintar EndNote Taofik Hidajat, 2017-05-10 Bagi para penulis dan peneliti penggunaan EndNote saat membuat buku atau laporan hasil penelitian sudah pasti akan memberikan banyak manfaat Sumber referensi digital akan tersimpan dalam suatu library di komputer sehingga tidak akan tercecer dan mudah untuk diakses Penulisan sitasi di dokumen juga akan dimudahkan melalui daftar pustaka yang akan tersusun secara otomatis Buku how to ini berisi panduan beberapa hal yang sering dilakukan pada saat menggunakan EndNote yaitu pengenalan software instalasi area kerja library menambah koleksi referensi serta membuat kutipan dan referensi Sebagai tambahan bab terakhir buku ini membahas beberapa website yang bermanfaat dalam aktivitas riset *Field Guide to Intercultural Research* David S. A. Guttormsen, Jakob Lauring, Malcolm Chapman, 2021-01-29 This informative Field Guide to Intercultural Research is specifically designed to be used in the field guiding the reader away from pitfalls and towards best practice It shares valuable fieldwork challenges and experiences as well as insights into key methodological debates and practical recommendations relevant to both new and seasoned researchers **Brand Aid** Brad VanAuken, 2014-12-30 Brand managers marketers and executives have long turned to the trusted principles in Brand Aid to troubleshoot their branding problems A catchy business name and a smart logo may get you a few clicks but to create a sustaining image for your organization and build continual success will require the perfect branding statement The essence of an organization begins with establishing its brand therefore it is essential to get it right With over 30 years of experience building world class brands branding expert Brad Vanauken covers topics ranging from research and positioning to brand equity management and architecture strategy This invaluable guide has collected illuminating case studies best practices and the latest research to offer invaluable advice on every aspect of brand management including The 6 most powerful sources of brand differentiation 5 elements that trigger brand insistence Turning brand strategy into advertising Online branding Social responsibility sustainability and storytelling 60 nontraditional marketing techniques An organization cannot afford to get their branding wrong With the treasure trove of techniques templates and rules of thumb found in Brand Aid it won't Australian Journal of Labour Economics, 2005 □□□□□□, 2005 **University Teaching in Focus** Lynne Hunt, Denise Chalmers, 2012-06-01 University Teaching in Focus provides a foundational springboard for early career academics preparing to teach in universities Focusing on four critical areas Teaching Curriculum Students and Quality and Leadership this succinct resource offers university teachers a straightforward approach to facilitating effective student learning It aims to empower university teachers and contribute to their career

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Adelsberger, Betty Collis, Jan Martin Pawlowski, 2013-03-09 Information Technologies for Education and Training have gained increasing attention and significance in the past decade Accordingly the availability of an enormous amount of information sources through the Internet the technological progress in the ICT sector and an increasing flexibility in organizations and enterprises have accelerated the information and knowledge growth in our society Knowledge and Lifelong Learning have become critical success factors for the long term positioning on the global market Recent mergers of globally distributed enterprises show that knowledge has to be available and transferable within a short time frame Global flexible and service oriented organizations need highly qualified employees These trends also show the rapidly growing significance of new aspects of basic and further education Traditional education ending with a graduation will be complemented by a lifelong learning process Every individual is required to continuously learn new and changing knowledge Consequently the support of learning processes through innovative technologies becomes an elementary component of every educational level The Handbook is a comprehensive guide for researchers and practitioners working with Educational Technologies Its overall goal is to enable the reader to gain a deep understanding of past current and future research and applications in the field of Educational Technologies It will provide a reference source for both practitioners and researchers in the enterprise and educational sector From a research perspective the reader will gain an in depth understanding of complex theories strategies concepts and methods of Educational Technologies **Access**, 1999 Wroxeter, the Cornovii and the Urban Process.

Volume 2: Characterizing the City. Final Report of the Wroxeter Hinterland Project, 1994-1997 Roger H. White, C. Gaffney, V. L. Gaffney, 2013-03-15 In the mid 1990s the site of the Roman city of Viroconium Cornoviorum at Wroxeter Shropshire was subjected to intensive geophysical survey This volume reports on the archaeological interpretation of this work marrying the geophysical data with a detailed analysis of the existing aerial photographic record created by Arnold Baker 1950s 1980s

The American Spectrum Encyclopedia Michael David Harkavy, 1991 A concise general subject encyclopedia with color

and black and white illustrations maps and charts

Evaluating Fetal Alcohol Spectrum Disorders in the Forensic Context

Natalie Novick Brown, 2021-08-28 This book is intended for medical and mental health clinicians faced with the challenge of evaluating adolescents and adults in the legal context who may have a fetal alcohol spectrum disorder FASD Luminaries in their respective fields the contributors to this book offer a range of expertise and perspectives regarding the forensic investigation of FASD medical psychological psychiatric criminal defense prosecution and the judiciary The primary goal of the book is to provide medical and mental health clinicians with practical procedures that can be used in a variety of forensic and clinical settings It includes protocols that have been used successfully in legal matters ranging from rights waiver and competency to capital murder and sexual offending It not only provides detailed guidelines for interviewing birth mothers about the delicate topic of substance use during pregnancy but also introduces a methodology that can be used in the absence of exposure confirmation to arrive at a sound diagnostic conclusion through the process of differential diagnosis Taken as a whole the methodological procedures described by the contributors to the book serve as best practices for comprehensive forensic mental health evaluation of potential FASD in juveniles and adult defendants as well as in victims

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