



# **Writing references**

## **(Harvard style)**

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Basic Research Methods NUR 308

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# Outline

- Objectives.
- General considerations for Writing references.
- Harvard Style.
- Citation in the text.
- Reference list : References at the end of study.



# Objectives: ...

At the end of this lecture, students must be able to:

- Know how to refer to references in the text using the Harvard style.
- Know how to write the references in the reference list by the Harvard style.

# Reference

- References will show the range of reading the researcher has done.
- Without full references, the student could be accused of plagiarism.
- Two main styles of referencing:
  - Vancouver style.
  - Harvard style



## Reference (Cont.)

- The best references to cite are original articles published in journals indexed by PubMed or other comparable databases.
- Unpublished observations, personal communications, and even theses and dissertations are not good references. They should be cited only when the information they provide is both vital and not available in other accessible sources.



## Reference (Cont.)

- Review articles do not always reflect original work accurately, therefore students should refer to the original research sources, whenever possible.
- In case of using abstracts, the article title is followed by the word abstract in square brackets[abstract].



## Reference (Cont.)

- References to papers accepted but not yet published should be designated as “ In press” after the article title.
- Information from manuscript submitted for publication but not accepted should be cited in the text as “ Unpublished observations”



## Reference (Cont.)

- Personal communication may be cited in the text in which case name of the person, date of communication, place of work, or affiliation , and country should cited in the parentheses in the text, e.g.( Jameson LI, personal communication, 7<sup>th</sup> of August ,2022, school of Population Health, USA).





## Reference (Cont.)

- Type of the article may be indicated after the title of the article in square brackets[Letter, editorial], as relevant.
- Reference should be written in the same style and format that is consistent throughout the thesis.
- All statements ,opinions , and conclusions, taken from another writer's work should be cited.



## Reference (Cont.)

- Tables and figures should be referenced if they have been taken from a published work.



# Harvard style :Citation in the text

- References in the text are referred to by giving the author (s) surname (no initials at all) and the year of publication.
- Surname of an author or two authors (of an article or a publication) should be fully written followed by the year of publication.
- In case of more than two authors, the surname of the first author is written only followed by et al (et al means "and others") and year of publication



## Harvard style :Citation in the text(Cont.)

- If the author's name occurs naturally in the sentence or the sentence starts by the author's name, the year is given in parentheses, e.g.
- In a popular study, Harvey (1995) argued that.....
- Clanliffe *et al* (1997) found that.....
- Matthews and Jones (1997) found that .....



## Harvard style :Citation in the text( Cont.)

- If, however, the author's name does not occur naturally in the sentence or the statement (whether throughout or at the end of the sentence, as applicable), both name and year are given in parentheses e.g.
- A recent study (Johnson, 2007) shows that .....
- Theory rises out of practice and once validated it is used to explain the practice (Stevens, 1998).



## Harvard style :Citation in the text(Cont.)

- If more than one reference is cited after the sentence or statement they should be arranged in chronological order (oldest source first) in parentheses e.g. (Rea et al, 1976; Johnson, 1978; Dalgaed et al, 2003)
- When an author has published more than one cited document in the same year, these are distinguished by adding lower case letters (a, b, c, etc) after the year, e.g. Johnson (1994 a) reported that ...
- A recent study (Rea et al, 1977 a) revealed



## Harvard style :Citation in the text(Cont.)

- If the work is anonymous (i.e. no author is given), then the word “Anon.” should be used, e.g.
- In a recent article (Anon., 1999) it was found that .....
- Internet resources should be treated slightly different. If the researcher is citing a web page in the text he should cite by title. If neither author nor title is available, the URL is used, e.g.
- The latest study (<http://www.....>, 2006) revealed....



## Harvard style :Citation in the text(Cont.)

- For certain kinds of work, e.g. dictionaries or encyclopedias or if an item is the cooperative work of many individuals, none of them have a dominant role e.g. videos or films, the title may be used instead of the author.
- If the exact year is not known, an approximate date preceded by "ca" or "c" may be supplied and given in square brackets, e.g. [c1970]. If no such approximation is possible "no date" is added in





## Harvard style :Citation in the text(Cont.)

- If a reference is made to a source quoted in another source, both should be cited in the text, e.g. A study by Smith (1960 cited in Jones,1994) showed that .....
- In the reference list at the end of the study, only the work read by the researcher should be listed i.e. Jones in the above example.
- If a reference is made to a contribution (a chapter in a book or an article in conference proceedings), only



# Harvard style :Reference list

- The references are listed in alphabetical order of the first author's surname (*no need to give a numeral for the reference*).
- The year of publication of the study should follow the author's INITIALS in parentheses after the last author INITIALS.
- Author/editor surnames with their initials are separated from each other by a coma and a space.



## Citation in the Harvard style:- Reference List:

- References in the reference list should be identified in sufficient detail, so that others may locate and consult references cited.
- All authors should be listed when there are six or less. When they are more than six, only the first six authors are listed followed by et al



## Reference list ( Cont.)

- Names of authors should be listed in the order that appear in the article.
- The surname of each author should be followed by his INITIALS. First names and middle names are converted to initials (if not already converted) for a maximum of two initials.
- Only the first word of a journal article or a book title (and words that normally begin with a capital letter) should begin with a capital letter.



## Reference list ( Cont.)

- Journals frequently change titles over time. The journal title that was used at the time of publication should be cited, e.g. the British Medical Journal officially changed title to BMJ in 1988. Therefore, journals from 1987 and earlier are cited as Br Med J, not as BMJ.
- The title of a journal article should be entered as it appears in the publication. A colon is used to separate a title from sub-title, unless some other form of punctuation (such as question mark, period, or an exclamation point) is already present.



## Reference list ( Cont.)

- The title of journal is either fully written, or abbreviated according to the PubMed style. A list of journals indexed for MEDLINE is published annually, as a separate publication by the National Library of Medicine (NLM). The list can also be obtained through the NLM web site (<http://www.nlm.nih.gov/tsd/serials/lji.html>) and ([http://www.nlm.nih.gov/bsd/lstrc/new\\_titles.html](http://www.nlm.nih.gov/bsd/lstrc/new_titles.html)).
- No punctuation marks are used in the abbreviated journal title. The title of non-indexed journals is preferably fully written or written as it appears in the journal. Book titles are not abbreviated.



## Reference list ( Cont.)

- For place of publication (of books, conference proceedings, etc), *the city should be given*.
- If more than one city is listed, the first one or the location of the publishers head office should be given.
- If the city is not well known, the country, region or state may be added in parentheses.
- Where the publisher is a university and the place of publication is included in the name of the university, there is no need to include the place of publication.



## Reference list ( Cont.)

- The basic rules for citing electronic references don't differ markedly from those of print documents.
- Electronic sources include software and Internet sources such as Internet journal articles or books, databases, and web sites.
- Citation of an Internet document should include all elements of citation of print documents. Simply adding the Uniform Resource Locator (URL), Digital Object Identifier (DOI), or another electronic address to a title is not sufficient.





## Reference list ( Cont.)

- Electronic sources may not always contain clear author, publisher details or even a title. If no author is given, the title is used as the first element of a citation. If neither author nor title is available, the URL is used.
- The date of update/revision (if available) and date of citation of information are added in square brackets. Date of citation should include the year, month, and day in that order, such as 2006 May 5.



## Reference list ( Cont.)

- The availability should begin with the phrase "Available from" followed by a colon then the entire URL is added i.e. the http:// www or other beginning components should not be omitted. The URL is underlined.
- Web citation should be used only when the web sites are very useful and authoritative. However, it is not advised to use web-citation where the researcher could reasonably use a print source.



## Reference list ( Cont.)

- In journals, volume and issue numbers of the journal and page numbers of the article are given but not labeled.
- There is no need for repetition of unnecessary digits of the page numbers.
- A semi-colon follows the journal title and a colon follows the volume number (issue number).



## Reference list ( Cont.)

- If more than one article or publication has been published by the same author (s) at different years, they should be listed chronologically (earliest first).
- If more than one article or publication has been published by the same author (s) during a specific year, they should be listed by lower case letters after the year. e.g. WHO (1993a), WHO (1993b), WHO (1993c), etc.



## Reference list ( Cont.)

- ❑ If no author is given, the word Anon. is written followed by the year. The title of the article or the URL may be used as the first element of the citation in Internet resources.



# Examples of citing references in the Harvard style:

## **Reference to a journal article:**

- Abend SM, Kulish N( 2002). The psychoanalytic method from an epistemological viewpoint. Int J Psychoanal;83(2): 491-5.

## **Reference to a book with personal author (s):**

- Fletcher RH, Fletcher SW, Wagner EH (1988). Clinical epidemiology, the essentials. 2nd ed. Baltimore: Williams and Wilkins. P. 145-60.



# Examples of citing references in the Harvard style:

## **Reference to a book with editor (s):**

- Gilstrap LC, Cunningham FG, Van Dorster JP, editors (2002).  
Operative obstetrics. 2nd ed. New York: McGraw-Hill. P. 160-8.

## **Reference to a chapter in a book:**

- Silverman RA (1992). Pediatric mycosis. In: Elewska B, editor. Cutaneous fungal infection. 3rd ed. New York: Igaku Shoin. P.212-28.



# Examples of citing references in the Harvard style:

## **Reference to conference proceedings:**

- Harnden P, Joffe JK, Jones P, editors (2002). Germ cell tumors V. Proceedings of the 5th germ cell tumor conference, 13- 15 ep 2001, Leeds, UK. New York: Springer.

## **Reference to a conference paper:**

- Silver K (1991). Electronic mail: the new way to communicate. In: Roitt DI, editor. 9th international online information meeting, 3-5 Dec1990, London, UK. Oxford: Learned information. P. 323-30.





# Examples of citing references in the Harvard style:

## **Reference to a dissertation or thesis:**

- Yahia MM (1980). Studies on dermatophytes in Mosul and vicinity. M.Sc. thesis. University of Mosul, College of Medicine (optional). Iraq.

## **Reference to a newspaper article:**

- Tynan T (2002 Aug 12). Medical improvements lower homicide rate: Study sees drop in assault rate. The Washington Post; Sect. A; 2 (col. 4-6).



## References

- Al-Hadithi TS, Al-Tawil NG. Medical Research Manual. Hawler Medical University, Erbil, Iraq, 2012.