A Basic Introduction to Harvard Referencing
Learning Outcomes

• At the end of the session you should understand:

• Why good referencing is essential
• How to prepare an accurate and consistent list of references in the Ulster UUBS & Social Science Harvard style (also works for some Arts subjects as well – but ask your lecturer)
• Where to get help and more information

A worksheet and short activities

• It does not cover REFWORKS
  – See separate, more advanced class
Why Reference?

- To give appropriate credit to researchers whose work you have used.
  - "Standing on the shoulders of giants" *

- To allow others to locate the original sources.
  - If you found it useful – others might too.

- To provide evidence for your argument.
  - How valid is your opinion without supporting evidence?
  - Just because you say it, doesn’t make it so.

- To demonstrate width of reading.
  - Evidence of wider reading usually reflected in your marks.

- To avoid accusations of plagiarism

* Isaac Newton, Letter to Robert Hook, 5th Feb 1676
What if you don’t?

• Marks are withheld for poor / incomplete referencing
  — Why waste up to 10% of your marks?

• Some subject areas or professions have strong ethics requirements – plagiarism is an ethics breach

• Plagiarism Database
  — Reportable to potential employers or other institutions
  — Deliberate plagiarism can blight career prospects, e.g.
    • Politicians, Journalists, authors and others
Start with Subject Guides

Choose Harvard Referencing from the A-Z list of Guides ….
Guide to Referencing in the Harvard Style for UUBS and Social Sciences

There are a number of referencing styles used within the Ulster University. The Faculty of Social Sciences, the Ulster University Business School and the School of Art, Design and the Built Environment (ADBE) have agreed a joint style using the Harvard system of referencing.

Also included is a guide for the Faculty of Life & Health Sciences. It is slightly different to the other Harvard Styles. Please also see the full Nursing & Midwifery Subject Guide for more information.

- Guide to Referencing in the Harvard Style - ADBE
- LHS Harvard Referencing Guidelines 2015 (Includes APA referencing guidelines (Appendix 2))

Law Referencing (Oxford - OSCOLA)

Students within the School of Law must use the Oxford Style for Citation of Legal Authorities (OSCOLA).

See also the additional information in the Legal Referencing tab above.

Problem-based examples

Access tests and Worksheet here
The Harvard Style – a 2 step process

1. Citing within your work (Parkin, 2008)
   (a brief acknowledgement)

2. Full reference at the end of your work

See the full Harvard Guide for lots of examples of in-text citing as well as end of references
Most common reference types

Note how sentence case is used – only the first letter is capitalised.
Electronic sources

Top Tip!

• Any e-books in the Library catalogue can be cited as a print book.

• Any e-journal article available as a .pdf document can be cited as a print journal article.

• Note: in general, if online material is also available in printed format, reference as print – even if you viewed it online.

• If unsure, see the examples in the Harvard Guide
Other reference types

• See: Harvard Referencing Guide on Subject pages
• Textbooks, e.g.
  

• Note: Use these books for reference type hints – but make sure to modify style to match Ulster Harvard.
And finally ...

How to make it easier?

Make use of Refworks software. (See under ‘R’ on the A-Z list of databases)

Regular training sessions throughout the year

See booking form on Library & ICT tab in Portal.