Harvard Reference Style
Compiled by **Alison Buck, tutor at the AWC in 2013-4.**

Harvard is a Parenthetical Reference Style used in the social sciences and nursing in academic writing. In this reference style, in-text citations (or partial citations) are enclosed in parentheses when embedded in the text and are used in lieu of footnote citations. This style must be accompanied by an alphabetized list of all of the sources cited within an academic paper. This end list should be entitled References, Reference List, Works Cited, or End-Text Citations.

When a paper in Harvard Reference Style, use the following formatting guidelines:
1. The text of your paper should be double-spaced;
2. 1" margins on all sides;
3. Paper header at the top of every page (called the running header);
4. Sections of your paper are: Title Page, Abstract, Main Body, and References.

When using Harvard for in-text citations (quotations and paraphrasing) you should cite exactly like APA: (Author Last Name, Year of Publication).
Example of paraphrased in-text citation: (Buck, 2013).
Example of quotation in-text citation: (Buck, 2013.) … (p. 26).

When completing an in-text citation with three or more authors the citation can appear throughout the text of the paper with just the first author's last name listed followed by an "et al." and then the year of publication.
Example: (Buck, et al. 2005)

Direct quotations that are 40 words or longer need to be in a free-standing block of type and do not require quotation marks. To make this citation correctly you should start a new line of text that is indented further from the left margin ½ inches. Include the parenthetical citation after the quotations, maintaining double-spacing throughout. The same guidelines apply for paraphrasing.

Only use footnotes or endnotes within a Harvard formatted paper/citation should explanatory notes that would not detract from the text, be necessary. To insert a footnote or endnote subscript its number after the ending punctuation of the quotation/source paraphrase. Place all footnotes/endnotes at the bottom of the page in which they appear.

REFERENCE SOURCE	REFERENCE CITATION	IN-TEXT CITATION
Book Citation:	**Author/editor, year of publication, title, edition, place of publication, series and/or volume number**	**Author (Year of Publication).**
One author	Bell, J. (2010) *Doing your research project.* 5th ed. Maidenhead: Open University Press.	Bell (2010).
Two authors	Goddard, J. and Barrett, S. (2007) *The health needs of young people leaving care.* Norwich: University of East Anglia, School of Social Work and Psychological Studies.	Goddard and Barrett (2007).
Three or more authors	Young, H. D., Freedman, R. A., Sandin, T. and Ford, A. (2000) *Sears and Zemansky's university physics.* 10th edn. San Francisco: Addison-Wesley.	Young et al. (2000).
Corporate Organization as author	American Psychiatric Association. (2005) *Publication Title.* New York, NY: Publisher.	American Psychiatric Association (2005).
Unknown author	*Publication Title.* (2005).	*Publication Title.* (2005).
Author with an editor	Prest, W. (ed.) (1987) *The profession in early modern england.* London: Croom Helm.	Prest (1987).
Work in an anthology	West, C. (compiler and illustrator) (1989) *The beginner's book of bad behavior.* London: Beaver Books.	West (1989).
Articles in Periodicals:	**Author last name followed by first initials, publication year, title of the article, volume number.**	**Author (Year, Page Number).**
Journal (by issue)	Dawes, J. and Rowley, J. (1998) 'Enhancing the customer experience: contributions from information technology', *Management Decision,* 36(5), pp. 350-375	(Dawes and Rowley, 1998, p. 352).
Online Sources:	**Author, date, page title, site title, volume/series/page numbers, URL or DOI, and date accessed.**	**Author/Website (Year).**
General Format / Entire Website	Author (date). 'page title', *site title,* [online], Available at: URL or DOI. (accessed: date).	Author/Page Title (Year).
Page from Website (No Author)	'Page Title' (date). *site title,* [online], Available at: URL or DOI. (accessed: date).	Page Title/Website (Year).
Article in an Online Journal	Lui, B. C. (2008) 'Review of professional training' *Database Systems* [Online]. Available at: [website]. (Accessed: date).	Lie (2008).