

Citing References Using the Harvard System

(Geography, Earth and Environmental Sciences)

About the Harvard System

The Harvard System of referencing and bibliography is a recognised standard for the presentation of academic text in the UK and North America. *Citations* are used within the text whenever sources are referred to or directly quoted. A *Reference list* including all sources consulted is provided at the end.

Citing references within the text

Referencing Ideas

When referring to a source in passing, include the author(s) surname and date in brackets. Where the author's surname falls naturally within the text, put the date of the publication in brackets after the surname. If you have multiple references, separate them with semi-colons and order them either alphabetically or chronologically:

Bloggs (1990) demonstrated the importance of suspended sediment in determining the pollution profile of rivers. However, additional factors such as channel hydraulics have been shown to be equally influential (Smith, 1992) and these ideas have been pursued by other American scientists (Graf, 1994; Outcalt, 1996; Wolman, 1999).

Where reference is being made to a specific part of a work, a page reference should be given, e.g. (Gregory, 1990, p. 26).

Primary and Secondary Sources

If you refer to a primary source, e.g. an author's letters or diary, or a government report, that you have only 'read' as cited or reproduced within another author's text, you should acknowledge this secondary text. Similarly, you may wish to refer to an author's idea, model or dataset etc., but have not been able to read the actual paper or chapter containing the information, but another author's discussion of it. In these events, use the following example format:

The model of Mitchell (1996) (cited in Parry and Carter, 1998) simulates the suppressing effects of sulphate aerosols on the magnitude of global warming.

In this example, you would list only the Parry and Carter (1998) chapter in your Reference list.

Quoting words from published material

When quoting words from published material, the text is enclosed in quotation marks. For example:

Harvey (1992, p. 226), however, now questions the validity of quantitative geography, stating:

'...the so-called quantitative revolution has blinded many researchers to the truths they are supposedly seeking: results are scorned if they are not liberally sprinkled with equations and formulae. The growing popularity of qualitative methods, however, is thankfully reversing this trend'.

Here, the use of three full-stops (ellipses) is used to introduce a piece of text which does not start at the beginning of the sentence. Lengthy quotations are indented and separated as above.

Prolific Authors

If you wish to cite an author that has published more than one item in the same year, use lower case letters to distinguish between them. E.g., Smith(1990a) is the first piece of Smith's work referred to, Smith (1990b) the second and so on. The letters should also be included in the reference list.

The References List

A complete reference list or bibliography should be included at the end of any written work. A Reference List includes all cited items only; whilst a Bibliography includes all cited items and any other works consulted but not cited in your text. Items are listed alphabetically by author. Examples of the order of the required information for this References section are given below:

Articles in journals

- Author(s)
- initials
- date
- title of paper
- journal
- volume
- page nos.

e.g. Obradovic, M.M. and Sklash, M.G. 1986. *An isotopic and geochemical study of snowmelt runoff in a small arctic watershed*, Hydrological Processes, 1, 15-30.

The journal should be emphasised with underlining, italics or bold type. The journal name can be abbreviated if lengthy, using the lists in the World List of Scientific Periodicals, (Butterworths, London), a copy can be found in the Main Library at Gen Ref qZ7403.

Books

- Author(s)
- initials
- date
- title of book
- publishers
- place of publication
- total no. of pages

e.g. Ward, R.C. and Robinson, M. 1990. Principles of Hydrology, Third Edition, McGraw-Hill, Maidenhead, 365 pp.

The book title should be emphasised with underlining or boldening. The place of publication is often a useful addition, especially for foreign works.

Chapters in Edited Books

- Chapter author(s)
- initials
- date
- chapter title
- book editor(s)
- initials
- book title
- publishers
- page nos of chapter

e.g. Baird, A.J. 1997. *Continuity in hydrological systems*, In: Wilby, R.L. (Ed) Contemporary Hydrology, Wiley, Chichester, 25-58.

The book title is emphasised with underlining or boldening.

Web Site Addresses

Give the complete address (URL) of all web-sites used, plus the date consulted.

e.g. <http://www.meto.govt.uk/> (October 1st 1999)

Electronic Sources (e.g. a web page document)

- Author's name - surname then forename, if available
- Publication date - if available
- Title - of the article, document or website
- Medium/type of resource, e.g. (online)
- Location (web address)
- Date accessed

e.g. Environment Agency (1999) *Nitrate Vulnerable Zones* <http://www.environment-agency.gov.uk/modules/MOD43.7.html> (September 1st 1999)

British Standard BS ISO 690-2: 1997, part 2 covers bibliographic references for electronic documents.

References

Gellens, D. 1991. Impact of CO₂-induced climatic change on flow variability in three rivers in Belgium, Earth Surface Processes and Landforms, 16, 619-625.

Glantz, M.H. and Wigley, T.M.L. 1987. Climatic variations and their effects on water resources, In: McLaren, D.J. & Skinner, B.J. (Eds) Resources and World Development, John Wiley and Sons Ltd, Chichester, 625-641.

Newson, M. and Lewin, J. 1991. Climatic change, river flow extremes and fluvial erosion - scenarios for England and Wales, Progress in Physical Geography, 15, 1-17.

Solomon, A.M. and Kauppi, L. (Eds) 1990. Towards ecological sustainability in Europe: climate, water resources, soils, and biota, International Association for Applied Systems Analysis Research Report, RR-90-6, Laxenburg, Austria, 167 pp.

Waggoner, P.E. (Ed) 1990. Climate Change and US Water Resources, John Wiley and Sons Ltd, Chichester, 496 pp.

Fig 1: Example Reference List

Further Help

With referencing, the most important things are to:

- Be consistent
- Give as much information as possible
- Follow the departmental guidelines

Further information on referencing in other styles can be obtained from :

- The Information Services leaflet *Quoting References*: <http://www.is.bham.ac.uk/ppm/publications/skills/k04prequotrefs.pdf>.
- I-Cite, Information Services Guide to citing references: <http://www.i-cite.bham.ac.uk/>
- British Standards on referencing include BS 6371: 1983, BS1629: 1989, BS 5605: 1990 and BS ISO 690-2: 1997. These are available online at <http://bsonline.techindex.co.uk> (ATHENS authentication required)

All Information Services documents are available in other formats, please contact Library Services Direct tel. 0121 414 5828 or www.is.bham.ac.uk/lis for information.