WRITING BRIEF AND FULL CITATIONS

By adding citations to your work, you show your reader how your ideas have developed in response to your reading. You need to show both what has influenced you (full citation listed in your bibliography) and where this influence is evidenced in your writing (brief citation at the point of mention in the body of the text). These examples show the details needed for commonly used materials and are in a version of Harvard style: you should use the style preferred by the department to which you are submitting the assignment.

**Book:**


Bould & Reid, 2005.

**Journal article:**

If there are more than two authors, you can use ‘et al’ in the brief citation.


**Chapter in an edited collection:**


Shahabudin, 2006.

**Website:**

Include as many details as are available. If there is no single person listed as author, look to see who has responsibility for the website (an organisation, for instance). Use n.d. if not dated.


Royal Horticultural Society, n.d.

**E-journal:**

If the e-journal is a facsimile of a journal available in print, use the format for the print version, even if you have read it online.


**Cited by:**

Where Author A cites Author B, it is best to follow up the reference to author B and read the original. If you cannot do this, use the following conventions, with full details for Author A in your bibliography (not Author B as you haven’t read the text).
