

Referencing

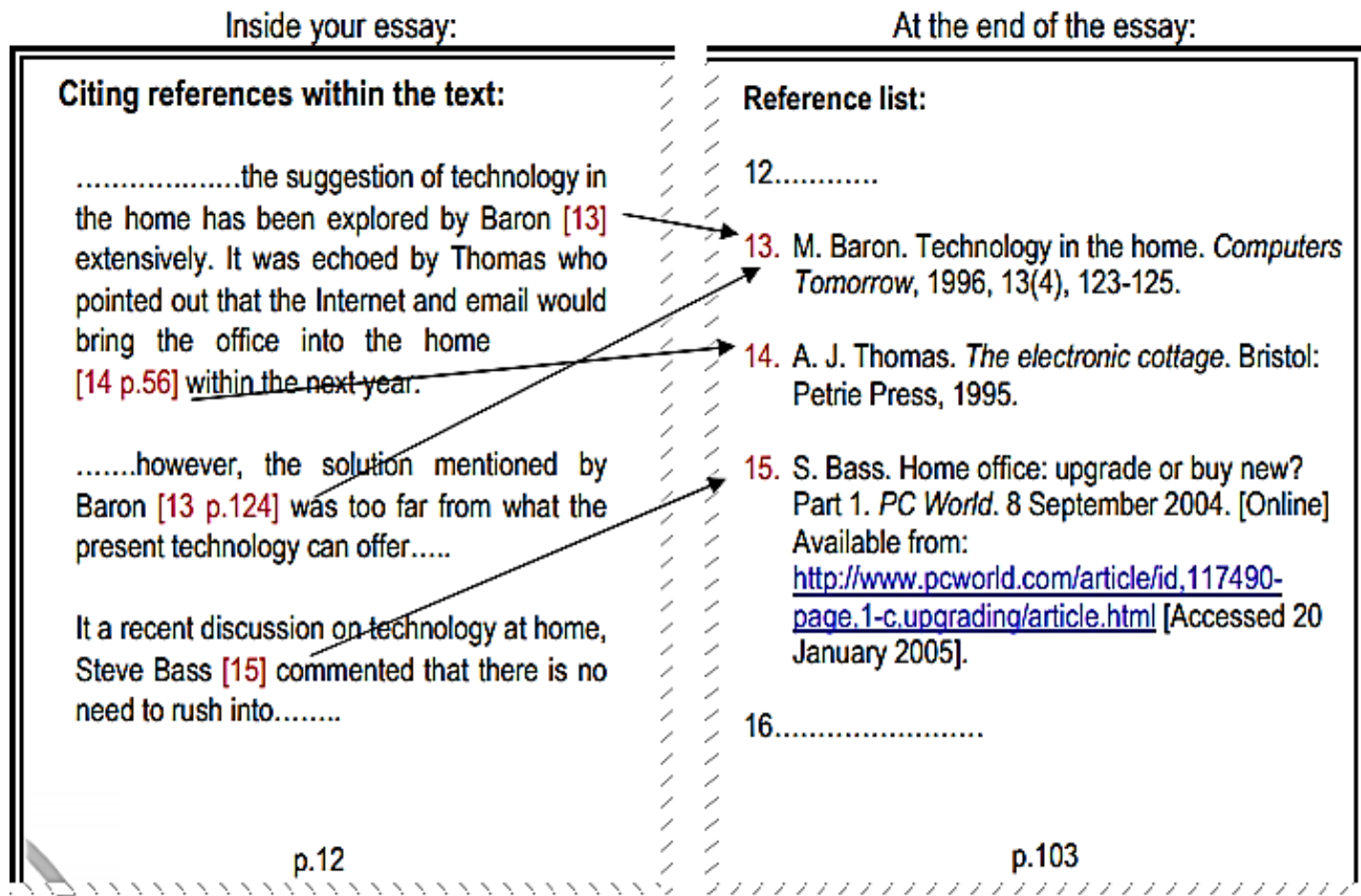
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What is Referencing?

- Referencing is also called as citation.
- Referencing can be defined as a method of acknowledging and recognizing someone for his or her innovative work that you used in you research to back and support you idea.
- A reference usually includes the name of author, date of publication, name and location of the publishing company, title of the journal or name of the book, title of the research or chapter's name, and DOI (Digital Object Identifier)

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- In your document, referencing is done at two levels; first you need to give a brief reference in the body of text called as “in-text citation”, and secondly a detailed reference is provided at the end of the document in the form of a list



What are the Purposes of Referencing?

- Proves that substantial research has been done to support our analysis.
- Enables others to follow up on our work
- Gives credit to other people's work
- Another purpose of it is to fight with plagiarism.

Referencing Styles

- There are various standard methods used for citing the source of work.
- These methods are called as referencing styles or citation styles.
- Various referencing styles differ in terms of formatting, use of punctuation and the order of information; such differences occur at both the levels of referencing i.e. in-text citation, and reference list.
- The publishers or the academic institutions decide their citing styles.

Referencing Styles

- Some common and widely used citation styles are:
 - o Harvard
 - o Vancouver
 - o APA (American Psychological Association) Referencing Style
 - o MLA ((Modern Language Association) Referencing Style
 - o Chicago/ Turabian Referencing Style

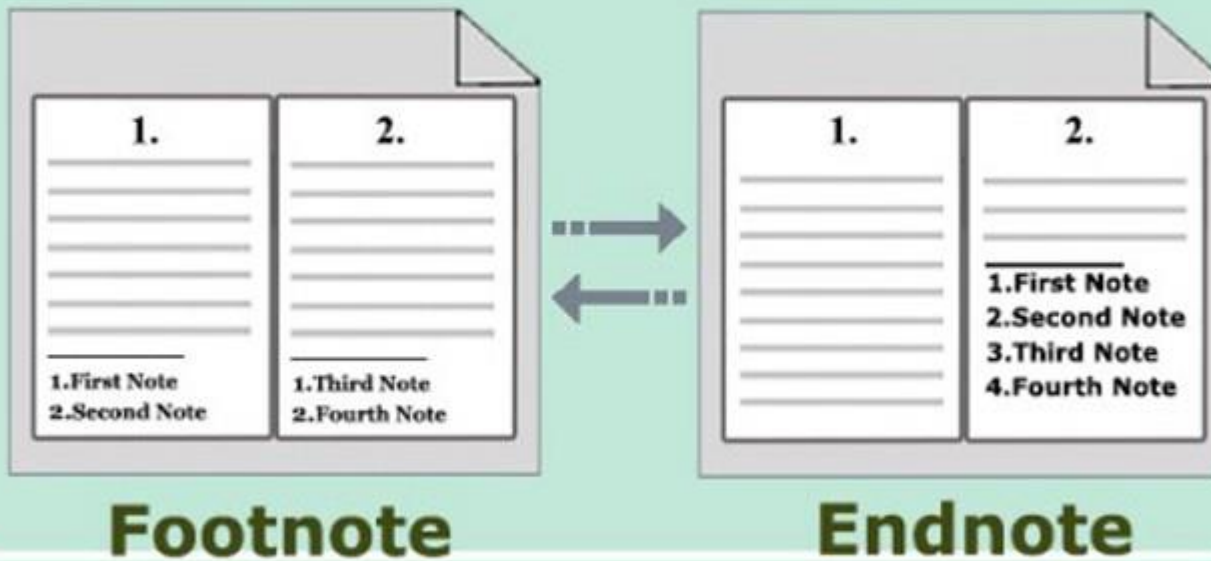
Referencing Styles

- There are other styles that are not that common but are still required at some places:
 - ACS (American Chemical Society)
 - AGLC (Australian Guide to Legal Citation)
 - AMA (American Medical Association)
 - CSE/ CBE (Council of Science Editors/ Council of Biology Editors)
 - IEEE (Institute of Electrical and Electronics Engineers)

Referencing Styles

The system used by various types of referencing styles can broadly be categorized into two types: documentary-note system, and parenthetical system.

- o **Documentary-note system** refers to the use of **chronological numbers** as in-text markers to either footnotes or endnotes or both; footnotes are included at the end of each page, and endnotes are listed on a separate page at the end of the document; in text citation is done with a numeric digit; detailed references in endnotes or reference list may or may not be indicated by numeric digit depending on the particular referencing style.



Parenthetical system refers to the use of **brief author and date** description as in-text citation surrounded by parenthesis (**round brackets**) and then the detailed reference is provided as a separate list at the end of the document.

VANCOUVER REFERENCING STYLE

The **Vancouver reference style** , also known as **Vancouver system**, is a citation style that uses numbers within the text that refer to numbered entries in the reference list.

Vancouver citation is widely used by biomedical, health science and other science students.

General Rules for in-text citation

- Use numerals (1,2,3,4,5,6,7,8,9).
- Either square [] or curved brackets () can be used.
- Superscripts can also be used rather than brackets eg. ...was discovered.^{1,3}
- Number to each source is given in the sequence as it appears in your document
- If you cite the same source again in your document use the same number that you have used previously for the source in your work
- Name of author may also be used in your text but it must follow a number.

Examples of in-text citations

The in-text citation is placed immediately after the text which refers to the source being cited:

Using round brackets:

...as one author has put it "the darkest days were still ahead".(1)

Using square brackets:

...as one author has put it "the darkest days were still ahead".[1]

Using superscript:

...as one author has put it "the darkest days were still ahead".¹

The author's name can also be integrated into the text

Scholtz ¹ has argued that...

General Rules for Reference List

- Detailed references are listed on a separate page at the end of the document.
- The title '**References**' is given to the list.
- Only those sources are to be listed that has been cited in your work.
- Each reference ends up with a full stop (.).
- The list is arranged in the same order as the references are used in your work
- Each entry is preceded by the numeric digit used for it in the text

(8) Richard BR.....

(9) Adam L.....

- Titles of a bigger source such as a book or journal are italicized.
- Titles which are a part of a bigger work such as a chapter of a book, article in a journal or news paper are neither italicized nor enclosed in any quotation marks.

How to Write the Name of an Author?

The name of an author is written in a way: last name is written first and afterwards initials of the first name/s are written; no full stop is put after the initials.

For example:

Fitua Al-Saedi is written as **Al-Saedi F**

What to do if there are Multiple Authors of a Source?

Order of names:

If there are more than one author of a publication mention their names exactly in the same sequence as they are presented in the publication.

In-text Citation and reference list entry for 2 to 6 authors:

In the in-text citation only the surnames of the first author is be used followed by et al

<author #1 surname> et al⁽⁶⁾

Whatever times the reference is cited in your work it is demonstrated with the same number.

In the reference list both the surname and initials of all the authors are used, each separated by a comma (,).

<Author#1 surname> < Author #1 first name/s initials>, < Author #2 surname> < Author #2 first name/s initials> <Author#3 surname> < Author #3 first name/s initials> < Author #4 surname>< Author #4 first name/s initials>, < Author #5 surname> < Author #5 first name/s initials>. <title>.....

Example:

Alvi MH, Ghaznavi K, Zaidi R, Hashmi M, Siddiqui D. <title>.....

In the reference list both the surname and initials of the first 6 authors are used followed by 'et al', each separated by a comma (,)

<Author#1 surname> < Author #1 first name/s initials>, < Author #2 surname> < Author #2 first name/s initials>, <Author#3 surname> < Author #3 first name/s initials>, < Author #4 surname> < Author #4 first name/s initials>, <Author#5 surname> < Author #5 first name/s initials>, <Author #6 surname> < Author #6 first name/s initials>, et al. <title>.

Example:

Alvi MH, Ghaznavi K, Afridi S, Zaidi R, Hashmi M, Siddiqui D, et al.
<title>.....

Referencing Various Types of Books

Book with an author:

<Name of Author>. <*Book Title*>. <Edition>. <Place of publication>: <Name of Publisher>; <Publication Year>.

Book with more than one author:

For books with more than one author every piece of information remains the same as the book with one author

Book with an editor/s:

<Name of editor>, editor. <*Book Title*>. <Edition>. <Place of publication>: <Name of Publisher>; <Publication Year>.

First Author's Last Name and First Name

Book Title

Second Author's Last Name and First Name

Zhou L, Nunes J. Knowledge sharing in Chinese hospitals: identifying sharing barriers in traditional Chinese and western medicine collaboration. Berlin; Heidelberg: Springer; 2015.

Place

Publisher

Year

Rang HP, Dale MM, Ritter JM, Moore PK. Pharmacology. **5th ed.**
Edinburgh: Churchill Livingstone; 2003.

Chapter in an edited book:

<Name of Chapter's Author>. <Chapter's title>. In: <Name of Editor>, editors. < *Book Title*>. <Place of publication>: <name of Publisher>; <Publication Year>. p. <range of page numbers>.

- If there are more than one editor, write editors in place of editor
- Range of page is written this way: <starting page – ending page>.

For example: 31-45,

Electronic Book (e-Book):

<Name of Author>. <*Book Title*>. <Edition>. <Place of publication>: <Name of Publisher>; <Publication Year>. Available from: <URL> [Accessed <date of access>].

- Date of access refers to the date when you retrieved the source from the internet
- It is written this way: <DD MM YY>; for example: 23rd April 2016.

Various Types of Journal Articles

- Author names are written the same way as they are guided above.
- Volume and issue number can be omitted if it is not provided in the source

Journal article in Print:

<Name of Author/s>. <Article Title>. <*Journal Title*>. < publication year >; volume number(<issue number>): <range of pages>.

- Volume number and issue number are written in numeric digit such as 2, 5, 45 etc.
- Range of pages is written this way: <starting page number– ending page number> such as 24-33, 151-9. (note: the digits are not repeated in the ending page number if they belong to the same sequence as that of starting page)

Article from e-journal :

<Name of Author/s>. <Article Title>. <*Journal Title*>. <publication year>; volume number (<issue number>): <range of pages>. Available from: <URL> [Accessed <date of access>].

- Date of access refers to the date when you retrieved the source from the internet.
- It is written this way: <DD MM YY>; for example: 23rd April 2016.

Pre print journal article:

- A journal article which is submitted and before peer review but not printed yet is referred as follows:

<Name of author/s>. <Article title>. Submitted to <*Journal title*>. [pre-print] <Publication Year>. Available from: <URL> [Accessed <date of access>].

Dissertations and thesis:

<Name of Author/s>. <Thesis Title> [dissertation]. [<Place of publication>] :
<Publisher>; <publication year>. <Total number of pages> p.

Conference Paper- Published:

<Name of Author/s>. <Title of conference paper>. In: <name of organization/Editors>
< *Title of conference* >. <venue>. <Publisher>. <DD-DD MM> ; <Publication Year>.
p.<range of page
numbers>.

- If there is the name of editors must write (ed.)/ (eds.) after their names.
- Venue refers to the place where the conference was held
- <DD-DD MM> shows the duration during which the conference was held.
- Day (DD) is written as a numeric digit such as 1, 13, 23
- Month (MM) is written in spelling such as January, March etc.
- If page numbers are not given, simply omit the piece of information.

Dictionary & Encyclopedia:

<Title>. <Edition>. <Publisher>; <Publication Year>. p. <page number>

- Edition is written this way: nth ed. such as 2nd ed., 4th ed., etc.

More than six authors, use et al.

Article Title

Li W, Huang B, Kang D, Erik De Clercq E, Daelemans D, Pannecouque C, et al. Design, synthesis, and biological evaluation of novel 5- Alkyl- 6- Adamantylmethylpyrimidin- 4(3H)- ones as HIV- 1 non-nucleoside reverse- transcriptase inhibitors. Chem Biol Drug Des [Internet]. 2016 [cited 8 September 2016];88(3):380-385. Available from: <http://onlinelibrary.wiley.com/doi/10.1111/cbdd.12765/epdf>

Publication Year (cited date)

Volume (Issue) Page Number

Capitalize initial letters of Journal Title:

Chemical biology & drug design

Available from: URL or Digital Object Identifier (DOI)

Bibliography

This list includes a list of readings you have done but not directly cited in your text. It is arranged alphabetically by the author's last name (because there are no corresponding numbers in the text!).

For example:

British Standards Institution. BS 5605: 1990. *Recommendations for citing and referencing published material*. London: BSI, 1990. [Note: this publication is available from the British Standards Online database]

Leeds University Library. *References and citations explained*, 22 Nov 2006. Leeds: University of Leeds. [Online] Available from: <http://www.leeds.ac.uk/library/training/referencing>. [Accessed 28 November 2006].

Pears R. and Shields G. *Cite them right: the essential guide to referencing and plagiarism*. Wickham: Pear Tree Books, 2005. [Note: this publication is available in the Perry Library: 025.324 PEA]

Thank you