



# REFERENCING & CITATION

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# WHAT IS REFERENCING

- Referencing is a system used in the academic community to indicate where ideas, theories, quotes, facts and any other evidence and information used to undertake an assignment, can be found (Shibly,2016).
- Referencing simply means acknowledging your source



# WHY REFERENCE?

- Identification and location of sources
- Solidifies evidence that the position is well researched. It anchors argument in a given body of knowledge.
- Shows quality and authoritativeness of a work
- Give credit to the author of an original concept (avoid plagiarism)
- Promotes the spread of knowledge
- Promotes standardization.



# WHEN YOU DO NOT NEED TO REFERENCE

- When presenting your own experiences
- In the conclusion section when you are repeating ideas previously referenced in the paper.
- When summarizing what is regarded as 'common knowledge'.

# EXAMPLES OF REFERENCING STYLES

- Harvard
- CSE (Council of Science Editors)
- Turabian
- APA (American Psychological Association)
- Chicago Manual of Style
- Vancouver
- ACS (American Chemical Society)
- AMA (American Medical Association)
- MLA (Modern Language Association of America)
- IEEE (Institute of Electrical and Electronics Engineers), etc.

# WHAT IS APA?

- APA is one of many referencing styles used in academic writing. APA stands for American Psychological Association. The Association outlines the style in the Publication manual of the American Psychological Association [APA] (7th ed.).
- A citation is a way of giving credit to individuals for their creative and intellectual works that you utilized to support your research. It can also be used to locate particular sources and combat plagiarism.
- There are two components in the APA referencing style: in-text citations and their corresponding reference list entries.


acknowledge in text (i.e. in the work / assignment/ essay you are writing)

include in your reference list (i.e. the list at the end of your work of all the sources you refer to)

# IN-TEXT CITATION

- In-text citations appear in the body of the work (or table, figure etc.).
  - They enable readers to locate the corresponding entry in the reference list.
  - In-text citations are usually presented in the following two ways:
- Parenthetical citation: The author and date appear within parentheses:  
(Smith,2020)
  - Narrative citation: The author appears in the text with the date in parentheses:  
Smith (2020) describes the issue in more detail...



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- Example
  - Parenthetical citation: (Bisman, 2019)
  - Narrative citation: Bisman (2019)
  - Reference List Entry: Bisman, J. (2019). Making accounting historians, *The accounting historians journal*, 36(1), 135-162.  
<https://www.jstor.org/stable/pdf/40698403.pdf>



# CITING SPECIFIC PART PAGES OR SECTIONS

- When you are directly quoting or paraphrasing a specific part of a source, your in-text citation may include author, date and information about this specific part.
- This could be a page number, page range, paragraph number, section number, table or figure number, or chapter number:

(Smith, 2020, p. 10)

(Smith, 2020, pp. 10–12)

(Smith, 2020, paras. 2–3)

(Smith, 2020, Table 1)

(Smith, 2020, Chapter 3)

(Smith, 2020, Part 2)

# DIRECT QUOTATIONS

- When you include a quote in your writing (a sentence or words reproduced from a text, such as a book or article) your in-text citation should include the author and date of the source, as well as a page number or other indication of the specific part of the work that the quote is from.
- Short quotes, fewer than 40 words, can be included in the paragraph in quotation marks:

Smith (2020) found that "... " (p. 10)

- Quotes of more than 40 words need to be in a separate indented paragraph or block quote:
- In 2001, Smith found the following:

Many young people can be encouraged to stop smoking by introducing specific measures including . . . dependence upon tobacco.

# SECONDARY CITATIONS

- A secondary citation is where you cite information or quotes that the author of your reference has taken from a source that you have not read. It is preferable to locate the original source possible.

- In-text citation

Seidenberg and McClelland's study, conducted in 1990 (as cited in Coltheart et al., 1993), shows that ...

- ... as some studies show (Seidenberg & McClelland, 1990, as cited in Coltheart et al., 1993).

Name the author of the original work in your text, cite the secondary source in the in-text citation: (as cited in ..., 1993)

- Reference list entry

Coltheart, M., Curtis, B., Atkins, P., & Haller, M. (1993). Models of reading aloud: Dual-route and parallel-distributed-processing approaches. *Psychological Review*, 100(4), 589–608. <https://doi.org/10.1037/0033-295X.100.4.589>

Give the secondary source in the reference list

# REFERENCE LIST

- A reference list appears at the end of a paper.
- It provides information necessary to identify and retrieve each work cited in the text. Choose references judiciously, and include only the works that you used in the research for preparation of your paper.

## Elements of a reference

- A reference is the bibliographic information of a work cited. In APA, a reference includes four core elements namely author, date, title and source. Each element answers a question:
- Author: Who is responsible for this work?
- Date: When was this work published?
- Title: What is this work called?
- Source: Where can I retrieve this work?

# HOW TO REFERENCE WITH ONE OR MORE AUTHORS

Jackson, S. L. (2015). *Research methods: A modular approach* (3rd ed.). Cengage.

## With two authors

- Lew, A. A., & Cheer, J. M. (Eds.). (2018). *Tourism resilience and adaptation to environmental change: Definitions and frameworks*. Routledge

## Three to twenty authors

List all author up to and including the 20th author in the order they appear. Use an ampersand ("&") before the final author.

## Twenty-one or more authors

List the first 19 authors in the order they appear, insert an ellipsis "...", and then the final author

# WORKS WITH THE SAME AUTHOR AND SAME DATE

- Use alphabetical 'a' and 'b' etc. after the year
- Lopesi, L. (2018a). Beyond essentialism: Contemporary Moana art from Aotearoa New Zealand. *After all: A Journal of Art, Context and Enquiry*, 46, 106–115. <https://doi.org/10.1086/700252>
- Lopesi, L. (2018b). *False divides*. Bridget Williams Books.

# HOW TO CREATE A REFERENCE WHEN INFORMATION IS MISSING

- When the date is missing:

Referencing List Entry: Author. (n.d.).Title. Source.

In text citation

- Parenthetical Citation: (Author, n.d.)
- Narrative Citation: Author (n.d.)

When the Author is missing

Parenthetical Citation(Title, year)

Narrative Citation: Title (year)



# HOW TO REFERENCE A BOOK

Name all the authors

Title in italics

- Include all publishers listed on the copyright page of the book, use a semicolon after each publisher
- Always include the DOI if it is available
- For ebooks, the format, platform or device (e.g., Kindle), is no longer included in the reference.
- When an editor is credited on the cover of an authored book, provide the editor's name in parentheses after the book title with "Ed." or "Eds." in parentheses

Example

Author, A. A., & Author, B. B. (year of publication). Title of book. Publisher.

Burgess, R. (2019). *Rethinking global health: Frameworks of power*. Routledge.

# HOW TO REFERENCE A JOURNAL

- Author, A. A. (year of publication). Title of article. Journal Title, volume number(issue number),page–page. doi:xxxx

Example

- Piaget, J. (1972). Intellectual evolution from adolescence to adulthood. Human Development, 15(1), 1–12. <https://doi.org/10.1159/000271225>

## HOW TO REFERENCE A THESIS

### PUBLISHED THESIS

Author, A. A. (Year of publication). Title of thesis or dissertation (Doctoral dissertation or Master's thesis). Retrieved from Name of database. (Accession or Order no.)

e.g. Bozeman, A. Jr. (2007). Age of onset as predictor of cognitive performance in children with seizure disorders. (Doctoral dissertation). Retrieved from ProQuest Dissertations and Theses. (UMI 3259752)



# CONT.

Unpublished dissertation or thesis

- Harris, L. (2014). Instructional leadership perceptions and practices of elementary school leaders [Unpublished doctoral dissertation]. University of Virginia.

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ANY QUESTIONS ?



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