

HOW TO REFERENCE

SEED ONLINE STUDY SKILLS SESSIONS

FORMATTING

- There are many different types of formatting: APA, Harvard, footnotes, and so on
- Each department, even programme, might use a different style
- To find out which style is required for your programme, check with the programme handbook and/or ask the individual lecturers/programme director
- The required formatting will apply to how you refer to literature in your essay and how you write the references section
- But the same essential information is needed:
 - Berisha (2002: 12) argues that ‘.....’ //
 - “.....”
 - Berisha (2002) argues that.....

DIRECT QUOTES

- As mentioned in my other sessions, **do something with your quotes!** Don't let them do all the talking for you.
- The four ways to do something with your quotes are to **agree; disagree; illustrate; explain**
- Consider the examples below:

Berisha (2002: 12) argues that 'a mission to Mars is possible within twenty-five years'. Perhaps NASA is already in the final planning stages for such a mission.

Berisha (2002: 12) argues that 'a mission to Mars is possible within twenty-five years'. This might suggest a response to the growing crisis of limited resources on planet Earth, and repopulating society on Mars is arguably a means to address this. Perhaps NASA is already in the final planning stages for such a mission.

DIRECT QUOTES

Now, let's consider the quote below. What would *you* do with it?

“Be yourself; everyone else is already taken.”



DIRECT QUOTES

As Oscar Wilde said, 'Be yourself; everyone else is already taken'. This suggests that we need to be true to ourselves and who we are, without trying to impress others by pretending to be someone we are not.

As Oscar Wilde said, 'Be yourself; everyone else is already taken'. This can be seen with.....

As Oscar Wilde said, 'Be yourself; everyone else is already taken'. However, what Wilde does not take into account is.....



SUMMARY

- Providing a summary involves just giving the reader the basic idea of what you have read
- There really are no rules with this
- For example, the length of a summary is relative
- An 80,000-word PhD dissertation needs to be summarised with a 500-word abstract, for example
- An entire book can be summarised with one sentence, however
- So you need to decide how relevant is the source text to your own text?

SUMMARY

- There has been much research on (academic) writer stance (see Ivanic, 1998), but little on (academic) speaking
- Ivanic (1998) discusses the role of linguistic features in academic writing to reveal something of the author's position regarding their attitudes toward the topic under discussion. This suggests that.....
- There has been much research on globalisation (Davis, 2010; Disha, 2015; Read, 2019). However,

PARAPHRASE

- Sometimes, we want to cite material that is simply too long for a quote
- In such cases, paraphrasing is useful
- A bit of summary might be involved, but we're otherwise restating what we have read but in a different way; synonyms work great for this purpose
- And ideally, we can bring out something the author is saying indirectly within the text
- But make sure you understand the source material first!

PARAPHRASE

Original text: Native-speaker Englishes are perhaps the dominant varieties in the world, notably standard Englishes. This means that World Englishes are often undervalued and inferior.

Paraphrased text: Decker (2000) argues that inner-circle Englishes are regarded as the dominant varieties, especially standard forms. This leads to World Englishes being regarded as deficient, perhaps suggesting that grammatical differences from standard English are a reason for this. For example,.....

PARAPHRASE

Take care not to plagiarise!

Very often, plagiarism is careless referencing. Consider the two samples below:

Smith (1999) states that **globalisation is threatening the local cultures of many communities.**

This is a common issue, as **globalisation is threatening the local cultures of many communities.**

