



Referencing can be pedantic and tedious but why suffer when there is an almost fool-proof short-cut? You could of course, memorise a whole Harvard Referencing Guide or you could use the method below!

**HARVARD REFERENCING: The easy way**

**Step 1: Visit the UWS homepage URL: [www.uws.edu.au](http://www.uws.edu.au)**

**Step 2: Click on the 'library' tab for the UWS homepage**

**Step 3: Click on the tab 'guides' then 'referencing and citation'**

**Step 4: It should bring you to the following I:CITE page below:**

Resources Services Guides Researchers

Home Guides Referencing and Citation

**REFERENCING AND CITATION**

When writing assignments, reports, research papers or theses, you must acknowledge quotations, information and ideas taken from other authors through a bibliography or list of references.

I:Cite will provide quick access to examples for referencing, citation and acknowledgement. Launch the tool below:

**I:Cite**

The Library has developed guides for the citation styles most commonly used within the University. Use of these guides is endorsed within the University [Referencing Styles Online](#).

**Step 5: Click on the red 'I:CITE' button as shown above**

**Step 6: Now select exactly what you are trying to reference from below:**

## I:CITE

Use the drop-down lists below to select the details of your reference.

It is important to first consult your unit learning guide, lecturer or tutor for the preferred citation style for each unit you undertake

1. Select Referencing Style

Harvard WesternSydU ▼

2. Select Publication Type

-- ▼

3. Select Referencing Details

--- ▼

**Step 7: Highlight, copy and paste the 'format' section on to a separate WORD document. For example, if I want to reference a book with 2 authors, I would copy the following:**

### BOOK, TWO OR THREE AUTHORS

#### REFERENCE LIST ENTRY

Add a reference list at the end of your essay citing all sources used in the body of your writing.

#### Format

Author, Initial(s), Author, Initial(s) & Author, Initial(s) Year of publication, *Title of book*, Publisher, Place of publication.

**Step 8: Delete each part of the format, while you carefully fill it in. Be careful not to delete any full-stops or the italics sections.**

**Step 9: Compare your completed reference entry to the given examples and edit if necessary. For example, for the reference above, I would compare my reference entry with:**

### Examples

Within each entry author names should be listed in the order in which they appear on the source or as displayed on the title page.

Schneider, Z, Whitehead, D & Elliott, D 2007, *Nursing and midwifery research: methods and appraisal for evidence-based practice*, Elsevier Australia Marrickville, NSW.

For a numbered edition, place the abbreviation after the book title. This part should not be italicised. Use rev. edn, for revised editions.

Schneider, Z, Whitehead, D & Elliott, D 2007, *Nursing and midwifery research: methods and appraisal for evidence-based practice*, 3rd edn, Elsevier Australia Marrickville, NSW.

An example reference list

**Note:** While *I:CITE* only shows how to reference a journal entry for one author, you can still use the entry to having a book author with 'more than one author', as multiple authors are always referenced the same!

**Remember, practice makes perfect and *I:CITE* even gives you helpful advice for incorporating citations into your work!**

### Reference:

This guide is based on the author-date system used in the

[Style manual for authors, editors and printers \(Commonwealth of Australia, 2002\)](#).

For further support, please contact [Western Sydney University Library](#) or consult the manual directly.

URL for this page:

<https://library.westernsydney.edu.au/main/guides/referencing-citation/I%3aCite/full-display/4/1/3>



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