

Liverpool Hope Harvard Referencing Quick Guide

This guide gives a quick overview of how items should be referencing using Liverpool Hope Harvard Referencing. All examples are listed and fully explained in *Harvard Referencing at Liverpool Hope: detailed guide*.

Top 6 most used resource types

In text Citation		Reference List
Paraphrase Put the whole citation in brackets or just the date depending on whether the author's name flows naturally in your text	Direct Quotation Put the whole citation in brackets or just the date and page numbers, depending on whether the author's name flows naturally in your text	Example reference This is a list of all the sources you have cited in your assignment. It is arranged alphabetically by author.
Book, one author Bruce (2011) or (Bruce, 2011)	Bruce (2011, p.25) or (Bruce, 2011, p.25) N.B. Reprinted books don't hold any new information in them, use the original date of the edition that you have	Bruce, T. (2011) <i>Early childhood education</i> . 4th ed. London: Hodder Arnold.
Book, corporate author Department for Children, Schools and Families (2007) or (Department for Children, Schools and Families, 2007)	Department for Children, Schools and Families (2007, p.10) or (Department for Children, Schools and Families, 2007, p.10)	Department for Children, Schools and Families (2007) <i>Contribution of schools to every child matters outcomes: evidence to support education productivity measures</i> . London: Department for Children, Schools and Families.
E-book (accessed from library online resources) Palmer, Bresler and Cooper (2001) or (Palmer, Bresler and Cooper, 2001)	Palmer, Bresler and Cooper (2001, p.173) or (Palmer, Bresler and Cooper, 2001, p.173)	Palmer, J., Bresley, L. and Cooper, D. (2001) <i>Fifty major thinkers on education: from Confucius to Dewey</i> [online]. London: Taylor & Francis. Available from: Ebook Central [accessed 15 August 2025].
Journal article (from library) Morrow (2008) or	Morrow (2008, p.6) or	Morrow, V. (2008) Politics and economics in

online resources)	(Morrow, 2008)	(Morrow, 2008, p.6)	<p>global questions about childhood and youth . . . the trouble with numbers. <i>Childhood</i> [online], 19(1), pp.3-7. Available from: Sage Journals Online [accessed 15 August 2025].</p> <p>For Faculty of Human and Digital Sciences students if DOI available:</p> <p>Bastrygina, T., Lim, W.M., Jopp, R. and Weissmann, M.A. (2024) Unraveling the power of social media influencers: qualitative insights into the role of Instagram influencers in the hospitality and tourism industry. <i>Journal of Hospitality and Tourism Management</i> [online], 58(1), pp.214-243. Available from: https://doi.org/10.1016/j.jhtm.2024.01.007 [accessed 29 January 2026].</p>
PDF report downloaded from website	Nutbrown (2012) or (Nutbrown, 2012)	Nutbrown (2012, p.10) or (Nutbrown, 2012, p.10)	Nutbrown, C. (2012) <i>Foundations for quality: the independent review of early education and childcare qualifications: Final Report</i> [online]. Runcorn: Department for Education. Available from: < https://www.education.gov.uk/publications/standard/publicationDetail/Page1/DFE-00068-2012 > [accessed 15 August 2024].
Webpage	Directgov (2012) or (Directgov, 2012)	Directgov (2012) * or (Directgov, 2012) * <p>* In most cases web pages will not be paginated</p>	Directgov (2012) <i>Disabled people</i> [online]. Directgov. Available from: < http://www.direct.gov.uk/en/DisabledPeople/index.htm > [accessed 12 July 2025].

A-Z List

In text Citation		Reference List	
	<p>Paraphrase Put the whole citation in brackets or just the date depending on whether the author's name flows naturally in your text</p>	<p>Direct Quotation Put the whole citation in brackets or just the date and page numbers, depending on whether the author's name flows naturally in your text</p>	<p>Example reference This is a list of all the sources you have cited in your assignment. It is arranged alphabetically by author.</p>
Acts of Parliament	<p>Higher Education Act (2004) or (Higher Education Act, 2004)</p>	<p>Higher Education Act (2004, s.42(1)) or (Higher Education Act, 2004, s.42(1))</p>	<p><i>Higher Education Act 2004.</i> (c.8). London: HMSO.</p>
Advert (billboard / bus shelter etc)	<p>E.E. (2022) Or (E.E. 2022)</p>	<p>E.E. (2022) Or (E.E. 2022)</p>	<p>E.E. (2022) <i>5G it's got to be EE</i> [advert]. [viewed 24 October 2022]: Islington, Liverpool, UK.</p> <p><i>For print adverts you would add [advert] after the title.</i> <i>For online, you would add [advert] [online] after the title.</i></p>
AI (Artificial Intelligence)	<p>OpenAI (2023) or (OpenAI, 2023)</p>	<p>OpenAI (2023) or (OpenAI, 2023)</p>	<p>OpenAI (2023) <i>ChatGPT</i> [large language model]. OpenAI. Available from: <https://chat.openai.com> [accessed 15 August 2025].</p>
Authors, multiple with the same viewpoint	<p>Fox, (2018); Gerald, (2011); Partick, (2005) or</p>	<p>Fox, (2018, p.46); Gerald, (2011, p.119); Partick, (2005, p.76) or</p>	<p>Fox, N (2018) <i>Advanced drama and theatre studies</i>. London: MacMillan</p> <p>Gerald, P. (2011) <i>Contemporary drama in site specific performances</i>. <i>British</i></p>

	(Fox, 2018; Gerald, 2011; Partick, 2005)	(Fox, 2018, p.46; Gerald, 2011, p.119; Partick, 2005, p.76)	<i>Journal of Drama Studies</i> , 63(5), pp.44-58. Partick, L (2005) <i>Acting through changing scenes</i> . Manchester: Hennessey House
Blogs	Straw (2012)	Straw (2012, n.p.)* * It is not always possible to put a page number when using blogs. Do include page number if available. Straw (2012, p.1)	Straw, W. (2012) Will Osborne match his support for motorists with a fair fare for rail users? [blog post]. <i>Left foot forward</i> , 15 August. Available from: < http://www.leftfootforward.org/2012/08/george-osborne-transport-rail-fares-motorists > [accessed 15 August 2025].
Books, audio	Potter (2001) or (Potter, 2001)	Potter (2001, 00:30) * or (Potter, 2001, 00:30) * *You need to add a time stamp rather than a page number	Potter, S. (2001) <i>Macbeth: Student SmartPass Edition Audio Education Study Guide</i> [audiobook]. Brighton: Smart Pass Ltd.
Book, one author	Bruce (2011) or (Bruce, 2011)	Bruce (2011, p.25) or (Bruce, 2011, p.25) N.B. Reprinted books don't hold any new information in them, use the original date of the edition that you have	Bruce, T. (2011) <i>Early childhood education</i> . 4th ed. London: Hodder Arnold.
Book, two authors (two)	Monk and Silman (2011) or (Monk and Silman, 2011)	Monk and Silman (2011, p.52) or (Monk and Silman, 2011, p.52)	Monk, J. and Silman, C. (2011) <i>Active learning in primary classrooms: a case study approach</i> . Harlow: Longman.

Book, three authors	Tisdall, Davis and Gallagher (2009) <i>or</i> (Tisdall, Davis and Gallagher, 2009)	Tisdall, Davis and Gallagher (2009, p.169) <i>or</i> (Tisdall, Davis and Gallagher, 2009, p.169)	Tisdall, E.K.M., Davis, J.M. and Gallagher, M. (2009) <i>Researching with children and young people: research design, methods and analysis</i> . London: Sage.
Book, four or more authors	McLaughlin et al (2006) <i>or</i> (McLaughlin et al, 2006)	McLaughlin et al (2006, p.79) <i>or</i> (McLaughlin et al, 2006, p.79)	McLaughlin, C., Black-Hawkins, K., Brindley, S., McIntyre, D. and Taber, K. (2006) <i>Researching schools: stories from a schools-university partnership for educational research</i> . London: Routledge.
Book, two or more works by the same author published in the same year	<i>First citation</i> Flick (2007a) <i>or</i> (Flick, 2007a) <i>Second citation</i> Flick (2007b) <i>or</i> (Flick, 2007b)	<i>First citation</i> Flick (2007a, p.35) <i>or</i> (Flick, 2007a, p.35) <i>Second citation</i> Flick (2007b, p.42) <i>or</i> (Flick, 2007b, p.42)	<i>First reference</i> Flick, U. (2007a) <i>Doing ethnographic and observational research</i> . London: Sage. <i>Second reference</i> Flick, U. (2007b) <i>Doing focus groups</i> . London: Sage.
Book, corporate author	Department for Children, Schools and Families (2007) <i>or</i> (Department for Children, Schools and Families, 2007)	Department for Children, Schools and Families (2007, p.10) <i>or</i> (Department for Children, Schools and Families, 2007, p.10)	Department for Children, Schools and Families (2007) <i>Contribution of schools to every child matters outcomes: evidence to support education productivity measures</i> . London:

			Department for Children, Schools and Families.
Chapter (single, from an edited work)	Lingard (2010) <i>or</i> (Lingard, 2010)	Lingard (2010, p.380) <i>or</i> (Lingard, 2010, p.380)	Lingard, B. (2010) The impact of research on educational policy. In: Thomson, P. and Walker, M. eds. <i>The Routledge doctoral student's companion</i> . London: Routledge, pp.377-389. The details of the chapter go first, followed by the details of the book.
Chapter (two or more from an edited work)	Lingard (In Thomson and Walker, 2010) <i>or</i> (Lingard in Thomson and Walker, 2010)	Lingard (In Thomson and Walker, 2010, p.380) <i>or</i> (Lingard in Thomson and Walker, 2010, p.380)	Thomson, P. and Walker, M. eds. (2010) <i>The Routledge doctoral student's companion</i> . London: Routledge.
Command Papers	Ministry of Justice (2012) <i>or</i> (Ministry of Justice, 2012)	Ministry of Justice (2012, p.26) <i>or</i> (Ministry of Justice, 2012, p.26)	Ministry of Justice (2012) <i>Punishment and reform: effective community sentences</i> (Cm 8334). London: HMSO.
Conference Papers	Smith (2012) <i>or</i> (Smith, 2012)	Smith (2012, p.25) <i>or</i> (Smith, 2012, p.25)	Smith, J. (2012) The anomalies of the Harvard style. In: British Association of Referencing. <i>3rd international symposium of academic study skills</i> . Barcelona, 3-6 April. Liverpool: Liverpool Hope University Press, pp.42-48.
Conference Proceedings	British Association of Referencing (2012) <i>or</i>	British Association of Referencing (2012, p.52) <i>or</i>	British Association of Referencing (2012) <i>3rd international symposium of academic study skills</i> . Barcelona, 3 -6 April. Liverpool: Liverpool Hope University Press.

	(British Association of Referencing, 2012)	(British Association of Referencing 2012, p.52)	
Dictionary Entry	Oxford (2010) <i>or</i> (Oxford, 2010)	Oxford (2010, p.210) <i>or</i> (Oxford, 2010, p.210)	Oxford (2010) <i>Oxford dictionary of academic referencing</i> . Oxford: Oxford University Press.
DVDs	Millions (2005) <i>or</i> (Millions, 2005)	Millions (2005, 09:45) <i>or</i> (Millions, 2005, 09:45)	<i>Millions</i> (2005) [DVD]. Directed by Danny Boyle. Pathe Distribution.
E-book (accessed from library online resources)	Palmer, Bresler and Cooper (2001) <i>or</i> (Palmer, Bresler and Cooper, 2001)	Palmer, Bresler and Cooper (2001, p.173) <i>or</i> (Palmer, Bresler and Cooper, 2001, p.173)	Palmer, J., Bresley, L. and Cooper, D. (2001) <i>Fifty major thinkers on education: from Confucius to Dewey</i> [online]. London: Taylor & Francis. Available from: Ebook Central [accessed 15 August 2025].
E-book (accessed from non- library online resources)	Palmer, Bresler and Cooper (2001) <i>or</i> (Palmer, Bresler and Cooper, 2001)	Palmer, Bresler and Cooper (2001, p.173) <i>or</i> (Palmer, Bresler and Cooper, 2001, p.173) <i>*It is not always possible to put a page number as some e-books aren't paginated. You may be able to find page numbers from the menu setting</i>	Palmer, J., Bresley, L. and Cooper, D. (2001) <i>Fifty major thinkers on education: from Confucius to Dewey</i> [online]. London: Taylor & Francis. Available from: Kindle [accessed 15 August 2024].
Encyclopaedia	Smith (2012) <i>or</i> (Smith, 2012)	Smith (2012, p.55) <i>or</i> (Smith, 2012, p.55)	Smith, J. (2012) The Harvard style. In: Jones, P. ed. <i>Encyclopaedia of academic referencing</i> , vol. 2, pp.55-62, Liverpool: Liverpool Hope University Press.

Exhibition	JMW Turner with Lamin Fofana: dark waters (2022)	JMW Turner with Lamin Fofana: dark waters (2022)	<i>JMW Turner with Lamin Fofana: dark waters (2022) [exhibition]. Tate Liverpool. 1 October 2022 – 4 June 2023.</i>
Exhibition catalogue	Jones (2022) <i>or</i> (Jones, 2022)	Jones (2022, p.23) <i>or</i> (Jones, 2022, p.23)	Jones, G. (2022) <i>JMW Turner with Lamin Fofana: dark waters. Tate Liverpool. 1 October 2022 – 4 June 2023. [exhibition catalogue]</i> . London: Tate Publishing.
Exhibition panel (didactic or wall panel)	Tate Liverpool, Tree Study, Fordland, c.1825–40, John White Abbott Exhibition, British Artists Exhibition, Tate Liverpool, UK.	Tate Liverpool, Tree Study, Fordland, c.1825–40, John White Abbott Exhibition, British Artists Exhibition, Tate Liverpool, UK.	Tate Liverpool (c.1825–40) <i>Tree Study, Fordland</i> [didactic panel] shown at the British Artists exhibition, Tate Liverpool, UK. 1 October 2022 – 4 June 2023. Visited on 26 October 2023.
Freedom of Information request (letters & emails)	In an email dated 8 July 2024, John Smith confirmed.....	In an email dated 8 July 2024, John Smith confirmed.....	Smith, J. (2024) <i>Introducing cycle lanes</i> [email]. Personal Communication, 8 July. Smith, J. (2024) <i>Introducing cycle lanes</i> letter]. Personal Communication, 8 July.
Hansard <small>Is the daily transcript of parliamentary proceedings in the Houses of Commons and Lords i.e. every word that is spoken during the business of either house. It requires a slightly different way of referencing.</small>	During the debate on university tuition fees Vince Cable asserted..... (Hansard, 2 April 2011, col.835)	During the debate on university tuition fees Vince Cable asserted..... (Hansard, 2 April 2011, col.835)	<i>Hansard</i> HC Deb. vol. 527 col. 835, 2 April 2011.
Images - Photographs	Suschitzky (c1936) <i>or</i> (Suschitzky, c1936)	Suschitzky (c1936) <i>or</i> (Suschitzky, c1936)	Suschitzky, W. (c1936) <i>Man outside Foyles, Charing Cross Road</i> [photograph]. London: Tate Britain.

Images and visual works of art	Gormley (1997) or (Gormley, 1997)	Gormley (1997) or (Gormley, 1997)	Gormley, A. (1997) <i>Another place</i> [cast iron]. Crosby Beach.
Images from a book or other printed source.	In-text citation would be below the image e.g. Figure 1: Dandelion Bag (Gibbs, 1997, cited in Breward, 2003, p.16)	In-text citation would be below the image e.g. Figure 1: Dandelion Bag (Gibbs, 1997, cited in Breward, 2003, p.16)	Breward, C. (2003) <i>Fashion</i> . Oxford: OUP.
Images from a library database e.g. Artstor	Nathan-Garamond (c1938)	Nathan-Garamond (c1938)	Nathan-Garamond, J. (c1938) <i>Elle les Éclipse Toutes Mazda Platina</i> . [online]. Available from: Artstor [accessed 24 October 2023].
Images, online or photo from an image hosting site or stock photo agency	Sharif (2008) or (Sharif, 2008)	Sharif (2008) or (Sharif, 2008)	Sharif, M. (2008) <i>Glowing apple</i> [online]. Available from: < https://www.flickr.com/photos/masoods_harif/2661411350/ > [accessed 3 August 2023]
Images, advert on a billboard, bus stop etc	D.C. (2022)	D.C. (2022)	D.C. (2022) <i>Black Adam</i> [advert]. [viewed 24 October 2022] Hawthorne Road, Liverpool, UK.
Interviews	In an interview on 8 September 2023, Professor John Smith stated.....	In an interview on 8 September 2023, Professor John Smith stated.....	Smith, J. (2023) <i>Hope today</i> [interview] Interviewed by Alex Williams, 8 September.
Interviews – if you need to include the transcript of the interview	In an interview on 8 September 2023 (Appendix 1), Professor John Smith stated.....	In an interview on 8 September 2023 (Appendix 1), Professor John Smith stated.....	Smith, J. (2023) <i>Hope today</i> [interview] Interviewed by Alex Williams, 8 September.
Journal article (from library online resources)	Morrow (2008) or	Morrow (2008, p.6) or	Morrow, V. (2008) Politics and economics in global questions about childhood and youth . . . the trouble with numbers.

	(Morrow, 2008)	(Morrow, 2008, p.6)	<p><i>Childhood</i> [online], 19(1), pp.3-7. Available from: Sage Journals Online [accessed 15 August 2025].</p> <p>For Faculty of Human and Digital Sciences students if DOI available:</p> <p>Bastrygina, T., Lim, W.M., Jopp, R. and Weissmann, M.A. (2024) Unraveling the power of social media influencers: qualitative insights into the role of Instagram influencers in the hospitality and tourism industry. <i>Journal of Hospitality and Tourism Management</i> [online], 58(1), pp.214-243. Available from: https://doi.org/10.1016/j.jhtm.2024.01.007 [accessed 29 January 2026].</p>
Journal article (print)	Whitty (2012) or (Whitty, 2012)	Whitty (2012, p.70) or (Whitty, 2012, p.70)	Whitty, G. (2012) A Life with the sociology of Education. <i>British Journal of Educational Studies</i> , 60(1), pp.65-75.
Journal article or magazine article (downloaded freely from website)	Kwon (2002) or (Kwon, 2002)	Kwon (2002, n.p.) * or (Kwon, 2002, n.p.) * * It is not always possible to put page number when using some online articles Do include page number if available. Kwon (2002, p.1) or	Kwon, Y.I. (2002) Changing curriculum for early childhood education in England. <i>Early Childhood Research & Practice</i> [online], 4(2). Available from: < http://ecrp.uiuc.edu/v4n2/kwon.html > [accessed 15 August 2025].

		(Kwon, 2002, p.1)	
Law reports	R v Jones (2005) <i>or</i> (R v Jones, 2005)	R v Jones (2005, p.279) <i>or</i> (R v Jones, 2005, p.279)	R v Jones [2005] 17 AC 251, p.277.
Maps	Ordnance Survey (2012) <i>or</i> (Ordnance Survey, 2012)	Ordnance Survey (2012) <i>or</i> (Ordnance Survey, 2012)	Ordnance Survey (2012) <i>Liverpool, Southport and Wigan</i> , Landranger series, 108, 1:50000. Southampton: Ordnance Survey.
Music Scores	Puccini (1980) <i>or</i> (Puccini, 1980)	Puccini (1980) <i>or</i> (Puccini, 1980)	Puccini, G. (1980) <i>Tosca</i> [score]. Edited by Mario Parenti. Milan: Ricardi.
Music, lyrics from songs - CD	Jagger and Richards (1980) <i>or</i> (Jagger and Richards, 1980)	Jagger and Richards (1980) <i>or</i> (Jagger and Richards, 1980)	Jagger, M. and Richards, K. (1980) <i>Street Fighting Man</i> [CD]. London: Mirage Music. The year will be the year the CD was produced
Music, lyrics from songs - Print	Jagger and Richards (1968) <i>Or</i> (Jagger and Richards, 1968)	Jagger and Richards (1968) <i>or</i> (Jagger and Richards, 1980)	Jagger, M. and Richards, K. (1968) <i>Street Fighting Man</i> . London: Mirage Music.
Music, lyrics from songs – Web page	Jagger and Richards (1968) <i>or</i>	Jagger and Richards (1968) <i>or</i>	Jagger, M. and Richards, K. (1968) <i>Street Fighting Man</i> [online]. Azlyrics. Available from:

	(Jagger and Richards, 1968)	(Jagger and Richards, 1968)	< http://www.azlyrics.com/lyrics/rollingstones/streetfightingman.html > [accessed 3 August 2025].
Music, recorded	The Beatles (2009) <i>or</i> (The Beatles, 2009)	The Beatles (2009) <i>or</i> (The Beatles, 2009)	The Beatles (2009) <i>Sgt. Pepper's lonely hearts club band (original recording remastered)</i> [CD]. EMI.
News website (no identified author)	Anon. (2012) <i>or</i> (Anon., 2012)	Anon. (2012, n.p.) * <i>or</i> (Anon., 2012, n.p.) * * In most cases web pages will not be paginated	Anon. (2012) Reading and writing catch-up classes for poorer pupils. <i>BBC News Education & Family</i> [online], 10 July. Available from: < http://www.bbc.co.uk/news/education-18780527 > [accessed 15 August 2025].
Newspaper article (downloaded from library online resources)	Paton (2012) <i>or</i> (Paton, 2012)	Paton (2012, n.p.) * <i>or</i> (Paton, 2012, n.p.) * * It is not possible to put a page number when using an online newspaper article as these are not paginated. Paton (2012, p.3) <i>or</i> (Paton, 2012, p.3)	Paton, G. (2012) The Daily Telegraph: Back-to-basics grammar test at 11. <i>The Daily Telegraph</i> [online], 6 July. Available from Newsbank [accessed 15 August 2024].
Newspaper article (downloaded from	Ramesh (2012) <i>or</i> (Ramesh, 2012)	Ramesh (2012, n.p.) * <i>or</i> (Ramesh, 2012, n.p.) *	Ramesh, R. (2012) Children's charities warn number of troubled families will soar. <i>The Guardian</i> [online], 6 July. Available from:

newspaper's own website)		* It is not always possible to put a page number as online newspaper articles are often not paginated	< http://www.guardian.co.uk/society/2012/jul/06/childrens-charities-troubled-families > [accessed 15 August 2025].
Newspaper article (print)	Vasagar (2012) <i>or</i> (Vasagar, 2012)	Vasagar (2012, p.2) <i>or</i> (Vasagar, 2012, p.2)	Vasagar, J. (2012) Headteachers signed up by civil servants to praise Gove's policies. <i>The Guardian</i> , 12 July, p.2.
PDF report downloaded from website	Nutbrown (2012) <i>or</i> (Nutbrown, 2012)	Nutbrown (2012, p.10) <i>or</i> (Nutbrown, 2012, p.10)	Nutbrown, C. (2012) <i>Foundations for quality: the independent review of early education and childcare qualifications: Final Report</i> [online]. Runcorn: Department for Education. Available from: < https://www.education.gov.uk/publications/standard/publicationDetail/Page1/DFE-00068-2012 > [accessed 15 August 2025].
PDF report downloaded from website	School A (2023) <i>or</i> (School A, 2023)	School A (2023, p.6) <i>or</i> (School A, 2023, p.6)	School A (2023) <i>SEND policy</i> [online]. Manchester: School A. Available from: <XXXXX> [accessed 15 August 2025].
Anonymised			
Performances, live	Bishop (2012) <i>or</i> (Bishop, 2012)	Bishop (2012) <i>or</i> (Bishop, 2012)	Bishop, J. (2012) <i>Rollercoaster</i> . [Echo Arena, Liverpool, 3 October].
Personal communications (letters & emails)	In an email dated 8 September 2023, John Smith confirmed.....	In an email dated 8 September 2023, John Smith confirmed.....	Smith, J. (2023) <i>Introducing social media</i> [email]. Personal communication, 8 September.

			Smith, J. (2023) <i>Introducing social media</i> [letter]. Personal communication, 8 September.
Personal communications (letters and emails) if you need to include the transcript of the interview	In an email dated 8 September 2023 (Appendix 2), John Smith confirmed.....	In an email dated 8 September 2023 (Appendix 2), John Smith confirmed.....	Smith, J. (2023) <i>Introducing social media</i> . [email] Personal communication, 8 September.
Play scripts	Miller (1949) <i>or</i> (Miller, 1949)	Miller (1949, Act two, p.60) <i>or</i> (Miller, 1949, Act two, p.60)	Miller, A. (1949) <i>Death of a salesman</i> , London: Penguin.
Podcast – one off	University of Southampton (2008) <i>or</i> (University of Southampton, 2008)	University of Southampton (2008) <i>or</i> (University of Southampton, 2008)	University of Southampton (2008) <i>Planning essays and assignments</i> [podcast]. Available from: < http://www.edshare.soton.ac.uk/372/ > [accessed 15 August 2025].
Podcast – that is part of a series	The Guardian (2012) <i>or</i> (The Guardian, 2012)	The Guardian (2012) <i>or</i> (The Guardian, 2012)	The Guardian (2012) Coalition under strain as Lords reform scrapped. <i>Politics weekly podcast</i> [podcast]. Available from: < http://www.guardian.co.uk/politics/series/politicsweekly > [accessed 15 August 2024].
Poems	Wilfred Owen's Smile, Smile, Smile (Owen and Sassoon, 1995, p.23)	Wilfred Owen's Smile, Smile, Smile (Owen and Sassoon, 1995, p.23)	Owen, W. and Sassoon, S. (1995) <i>Poems</i> . Boulder: Champaign 111.
PowerPoint Presentation	Alifuoco and Battista (2021) <i>or</i>	Alifuoco and Battista (2021, slide 5) <i>or</i>	Alifuoco, A and Battista, S. (2021) <i>Introduction to performance techniques</i>

	(Alifuoco and Battista, 2021)	(Alifuoco and Battista 2021, slide 5)	[powerpoint presentation]. DMACORE1C001AE2022/23: Introduction to drama. Available from: < https://2021.moodle.hope.ac.uk/course/view.php?id=1271 > [accessed 22 August 2025].
Press Release	United Nations (2016) or (United Nations, 2016)	United Nations (2016, n.p.) * or (United Nations, 2016, n.p.) * * In most cases web pages will not be paginated	United Nations (2016) <i>In South Sudan, UN humanitarian chief calls on all parties to work together for peace</i> . [press release], 3 August. Available from: < http://www.un.org/news/ > [accessed 3 August 2025].
Radio broadcasts (live)	Game Changer: 20 Years of the Premier League (2012)	Game Changer: 20 Years of the Premier League (2012)	<i>Game Changer: 20 Years of the premier league</i> (2024) [radio]. BBC Radio 4, 14 August, 20:00.
Radio interview	Coe (2012) or (Coe, 2012)	Coe (2012) or (Coe, 2012)	Coe, S. (2012) Interview. In: <i>The Today Programme</i> [radio - online]. BBC Radio 4, 27 July, 06:00. (If on catch-up service add) Available from: BBC iPlayer < https://www.bbc.co.uk/programmes/p03bq7hr > [accessed 15 August 2025].
Radio series	Woman's Hour (2012) or (Woman's Hour, 2012)	Woman's Hour (2012) or (Woman's Hour, 2012)	Woman's Hour (2012) <i>Feminism and the family, Arab women and sport</i> [radio]. BBC Radio 4, 14 August, 10:00. (If on catch-up service add) Available from: BBC iPlayer < https://www.bbc.co.uk/programmes/p03bq7hr > [accessed 15 August 2024].
Radio Programme – Catch up e.g.	Game Changer: 20 Years of the Premier League (2012)	Game Changer: 20 Years of the Premier League (2012)	<i>Game Changer: 20 Years of the premier league</i> (2012) [radio]. BBC Radio 4, 14

BBC iPlayer, Box of Broadcasts			August, 20:00. Available from: BBC iPlayer < https://www.bbc.co.uk/programmes/p03bq7hr > [accessed 15 August 2025].
Religious texts The first time you refer to a religious text you should also state the version of that text. There is a consistent numbering of chapters and verses across all versions of religious texts so you do not need to include page numbers	First Citation (The Holy Bible, Genesis. 1:1, King James version) Subsequent citations (The Holy Bible, Luke. 1-10) or First Citation (The Qur'an, III:5, translated by A. Y. Ali) Subsequent citations (The Qur'an, IV:3) or Catechism of the Catholic Church (1997) or (Catechism of the Catholic Church, 1997)		<i>The Holy Bible containing the old and new testaments.</i> (n.d.) [Authorised King James Version] London: Collins Bible. <i>The Qur'an.</i> 111:5
Report that is part of a series	Department for Education (2011) or	Department for Education (2011, p.27) or	Department for Education (2011) <i>Letting children be children: Report of an independent review of the</i>

	(Department for Education, 2011)	(Department for Education, 2011, p.27)	<i>commercialisation and sexualisation of childhood</i> (Cm 8078). London: Stationery Office.
Secondary reference	Froebel (1887, cited in Bruce, 2011) <i>or</i> (Froebel, 1887, cited in Bruce, 2011)	Froebel (1887, cited in Bruce, 2011 p.26) <i>or</i> (Froebel, 1887, cited in Bruce, 2011, p.26) NB. p.26 is the page number of the Bruce book on which the quotation from Froebel appears	Bruce, T. (2011) <i>Early childhood education</i> . London: Hodder Education.
Secondary reference from a chapter	Ferri et al. (2003, cited in Hatcher, in Matheson, 2004) <i>or</i> (Ferri et al. 2003, cited in Hatcher, in Matheson, 2004)	Ferri et al. (2003, cited in Hatcher, in Matheson, 2004, p.182) (Ferri et al. 2003, cited in Hatcher, in Matheson, 2004, p.182)	Matheson, D (2004) <i>An introduction to the study of education</i> . 2 nd ed. London: David Fulton.
Secondary reference from a chapter in an edited work with more than one author	Ferri et al. (2003, cited in Brisard and Mentor, in Matheson, 2004) <i>or</i> (Ferri et al. 2003, Brisard and Mentor, in Matheson, 2004)	Ferri et al. (2003, cited in Brisard and Mentor, in Matheson, 2004, p.182) (Ferri et al. 2003, cited in Brisard and Mentor, in Matheson, 2004, p.182)	Brisard, E. and Menter, I. (2004) Compulsory education in the United Kingdom, In: Matheson, D (2004) <i>An introduction to the study of education</i> . 2 nd ed. London: David Fulton.
Self-citing unpublished work	Smith (2018) <i>or</i> (Smith, 2018)	Smith (2018, p.10) <i>or</i> (Smith, 2018, p.10)	Smith, A. (2018) Board structure and financial performance [unpublished essay] <i>IBUM009AZ2018/9: International Finance</i> . Liverpool Hope University.

Short Stories	Ellen Wood's The mystery at number seven (1877, cited in Jump, 1998)	Ellen Wood's The mystery at number seven (1877, cited in Jump, 1998, p.168)	Jump, H.D. ed. (1998) <i>Nineteenth-Century Short Stories by Women: A Routledge Anthology</i> . London: Routledge. pp.143-178.
Social Media	<p>This would be the whoever posted the text or image followed by the date in brackets or (n.d.) if no date: e.g. Theonewiththepoetry (2020)</p> <p>If you refer to multiple posts in the same year use a-z: e.g. Theonewiththepoetry (2020a) Theonewiththepoetry (2020b)</p>	<p>This would be the whoever posted the text or image followed by the date in brackets or (n.d.) if no date: e.g. Theonewiththepoetry (2020)</p> <p>If you refer to multiple posts in the same year use a-z: e.g. Theonewiththepoetry (2020a) Theonewiththepoetry (2020b)</p>	<p>Theonewiththepoetry (2020) <i>She smells like wildflowers...</i> [Instagram], 18th March. Available from: <https://www.instagram.com/theonewiththepoetry/> [accessed 15 August 2025].</p>
Speeches & presentations (unpublished)	<p>In his inaugural lecture, Was Jesus a Pharisee? (Liverpool Hope University, 7 March 2023) Dom. Henry Wansbrough asserts that..... <i>or</i> Dr. Clifford Stott (University of Liverpool) at a lecture delivered at Liverpool Hope University on 21 November 2022 (Football hooliganism, policing and the war on the 'English disease') comments...</p>	<p>In his inaugural lecture, Was Jesus a Pharisee? (Liverpool Hope University, 7 March 2023) Dom. Henry Wansbrough asserts that..... <i>or</i> Dr. Clifford Stott (University of Liverpool) at a lecture delivered at Liverpool Hope University on 21 November 2022 (Football hooliganism, policing and the war on the 'English disease') comments...</p>	<p>Stott, C. (2022) <i>Football hooliganism, policing and the war on the 'English disease'</i>. Liverpool Hope University, 21 November.</p>
Statutory Instruments	<p>The Higher Education (Higher Amount) (England) Regulations (2010) <i>or</i> (The Higher Education (Higher Amount) (England) Regulations, 2010)</p>	<p>The Higher Education (Higher Amount) (England) Regulations (2010, s.6(2)) <i>or</i> (The Higher Education (Higher Amount) (England) Regulations (2010, s.6(2))</p>	<p><i>The Higher Education (Higher Amount) (England) Regulations 2010.</i> (SI 2010/3020). London: HMSO.</p>

Streamed media – e.g. Netflix, Amazon Prime TV programme	The West Wing (1999) <i>or</i> (The West Wing, 1999)	The West Wing (1999) <i>or</i> (The West Wing, 1999)	The West Wing (1999) <i>A Proportional Response</i> or season 1, episode 3 [TV programme]. Amazon Prime [accessed 30 July 2025].
Film	Rain Man (1988) <i>or</i> (Rain Man, 1988)	Rain Man (1988) <i>or</i> (Rain Man, 1988)	<i>Rain Man</i> (1988) [film]. Directed by Barry Levinson. Amazon Prime [accessed 13 July 2024].
Surveys -if these are publicly available you would reference according the original publication. If unpublished you need to ask the permission of the parties involved	In a survey on 26 October 2022, John Harrison stated.....	In a survey on 26 October 2022, John Harrison stated.....	Harrison, J. (2022) <i>A survey on the use of mobile phones for educational purposes</i> [survey]. Surveyed by Peter Smith, 26 October.
Television Advertisement	Coca Cola (2006) <i>or</i> (Coca Cola, 2006)	Coca Cola (2006) <i>or</i> (Coca Cola, 2006)	Coca Cola (2006) <i>Santa handing bottles of coke to a girl every year at Christmas until she turns into a woman.</i> [TV advertisement]. ITV3, 5 December.
Television Interview	Coe (2012) <i>or</i> (Coe, 2012)	Coe (2012) <i>or</i> (Coe, 2012)	Coe, S. (2012) Interview. In: <i>BBC News</i> [TV programme]. BBC 2, 27 July, 18:00.

Television Programme – Catch up e.g. BBC iPlayer, Box of Broadcasts	A world without Down's syndrome (2016) <i>or</i> A world without Down's syndrome, 2016)	A world without Down's syndrome (2016) <i>or</i> A world without Down's syndrome, 2016)	<i>A world without Down's syndrome</i> (2016) [TV programme – Online]. BBC 2, 5 October, 02:00. Available from: BBC iPlayer < http://www.bbc.co.uk/iplayer/episode/b07ycbj5/ad/a-world-without-downs-syndrome > [accessed 24 July 2025].
Television Programme – One off broadcast / drama	Poppy Shakespeare (2008) <i>or</i> (Poppy Shakespeare, 2008)	Poppy Shakespeare (2008) <i>or</i> (Poppy Shakespeare, 2008)	<i>Poppy Shakespeare</i> (2008) [TV programme]. Channel 4, 31 March, 21:00.
Television Programme – Part of a series	Panorama (2012) <i>or</i> (Panorama, 2012)	Panorama (2012) <i>or</i> (Panorama, 2012)	<i>Panorama</i> (2012) <i>Disabled or faking it?</i> [TV programme]. BBC 1, 31 July, 20:30.
Theses and dissertations	Smith (2009) <i>or</i> (Smith, 2009)	Smith (2009, p.73) <i>or</i> (Smith, 2009, p.73)	Smith, J. (2009) <i>An ethnographic study into postgraduate students' engagement with library resources</i> . PhD. Thesis, Liverpool Hope University.
Translations	Marx (1990) <i>or</i> (Marx, 1990)	Marx (1990, p.10) <i>or</i> (Marx, 1990, p.10)	Marx, K. (1990) <i>Capital: a critique of political economy</i> , Vol. 1. Translated from the German by B. Fowkes. London: Penguin.
UK Data Service	UK Data Service (2012) <i>or</i> (UK Data Service, 2012)	UK Data Service (2012, p.182) <i>or</i> (UK Data Service, 2012, p.182)	UK Data Service - University of London. Institute of Education. Centre for Longitudinal Studies, Millennium cohort study: first survey, 2001-2003 [online]. Colchester: UK Data Archive

			[distributor], December 2012. SN: 4683. Available from: < http://dx.doi.org/10.5255/UKDA-SN-4683-3 > [accessed 12 July 2025].
Video Games	Activision (2022) <i>or</i> (Activision, 2022)	Activision (2022) <i>or</i> (Activision, 2022)	Activision (2022) <i>Call of Duty: Modern Warfare II</i> [video game]. Activision.
Webpage	Directgov (2012) <i>or</i> (Directgov, 2012)	Directgov (2012) * <i>or</i> (Directgov, 2012) * * In most cases web pages will not be paginated	Directgov (2012) <i>Disabled people</i> [online]. Directgov. Available from: < http://www.direct.gov.uk/en/DisabledPeople/index.htm > [accessed 12 July 2025].
YouTube Videos When referring to a YouTube video include the title of the video and year the video was uploaded	What students say about Liverpool Hope University (2011) <i>Or</i> (What students say about Liverpool Hope University, 2011)	What students say about Liverpool Hope University (2011) <i>Or</i> (What students say about Liverpool Hope University, 2011)	Liverpool Hope Videos (2011) <i>What students say about Liverpool Hope University</i> [online]. Available from: YouTube < http://www.youtube.com/watch?v=0p9Lis41V6M > [accessed 14 July 2025].