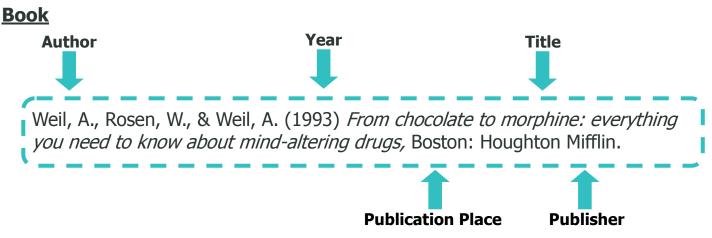# Decoding references

It can be difficult to decipher references in your reading because authors may use different referencing systems or provide incomplete information. Understanding references becomes easier when you understand that all systems follow a basic formula which includes the same key information, although it might be formatted in a different order. The examples below are from reference list which uses Cite them Right Harvard showing the key elements needed for successful referencing.

Book

Author   **Year**   **Title**

Weil, A., Rosen, W., & Weil, A. (1993) *From chocolate to morphine: everything you need to know about mind-altering drugs,* Boston: Houghton Mifflin.

Publication Place   **Publisher**

Journal Article

As journals are published periodically require additional information in the reference to identify the article. In addition to the basic information required for a book, you will need to know the issue that the article appears in.

Author   **Year**

Allen, L.L. (2011) 'Chocolate Fortunes', *China Business Review*, 38, 3, pp. 28-31.

'Article Title'   **Volume & Issue Number**

Web pages

When referencing web resources include as much detail as you can find. The author may be the organisation whose website it is and the date it was updated can be found at the bottom of the page.

Author   **Year**   **Title**   **Resource Type**

Tate.org.uk, (2014) *Max Ernst | Tate*. [Online] Available at: http://www.tate.org.uk/art/artists/max-ernst-1065 (Accessed 22 Jul. 2014).

URL   **Date Accessed**