What is referencing?

INSTITUTE FOR ACADEMIC DEVELOPMENT

In the collective academic tradition academics relate their own work to the existing body of research and scholarship in their field.

Note:

Referencing styles may differ between assignments, courses and programmes.

We provide references for sources we use in our work

By providing references:

- We allow the reader to identify the source being used.
- We acknowledge other people's work.
- We demonstrate our familiarity and expertise within a subject.
- We link what we write with the evidence on which it is based.
- We show how we've arrived at our conclusions.

What does referencing look like?

- **The citation is a key to the full reference which is listed separately.**
- The citation appears in the text at the point where we use someone else's work.
- Common systems use (author, date, page no) or numbers.

> Where your work includes quotations, theories, ideas, data or any other materials which are the work of another person or persons, you must ensure that you have taken all reasonable steps to acknowledge the source.
> (Academic Services 2024)

In text citation
Can be name/year or a number pointing to a footnote or an endnote.

The full reference, often listed separately at the end of your work, allows a reader to trace your sources.

Academic Services (2024) *Academic misconduct: Plagiarism*, July 27 2024. Retrieved Mar 17, 2025, from University of Edinburgh:
http://www.ed.ac.uk/academic-services/students/conduct/academic-misconduct/plagiarism

More detailed information usually goes in the **reference list** or bibliography.

For examples see **Cite them right online**: www.citethemrightonline.com

You need to reference **every source** you use!

For example:
- ✓ Blogs
- ✓ Music
- ✓ Data
- ✓ Reports

- ✓ Events
- ✓ Articles
- ✓ Images
- ✓ Websites
- ✓ Gen AI

- ✓ Art works
- ✓ Podcasts
- ✓ Films
- ✓ Statutes