Referencing a Book
Author surname, followed by first initial. (Year of publication) Title of book in italics. Place of publication: Publisher.

Referencing an E-Book

Referencing an Online Journal Article
Authors’ surname, followed by first initial. (Year of publication) Article title in single quotation marks, journal title in italics, volume(issue), page nos. doi: ...
The digital object identifier (doi) is a numbered tag used to identify individual online sources and is usually located on the first page of an online journal article.

Print Journal Articles are referenced in the same way as online journal articles, just without the DOI.

Referencing a Webpage
Name of author or organisation (Date of latest update) Title of page accessed in italics. Available at: URL (Accessed: date).

Referencing a Book Chapter
Same as for referencing a book, but include author and title information about the chapter and the word ‘in’ before referencing the book. Add the page numbers of the chapter after the publication details.
The information for this guide is based on: Pears, R. and Shields, G. (2016) *Cite them right: the essential referencing guide*. 10th edn. Basingstoke: Palgrave Macmillan. Call No: 808.02 It has been adjusted where necessary to meet the referencing requirements of our own students.

**Why do I need to reference?**

It is standard practice at third-level to include references in all of your assignments. Referencing acknowledges the sources you have used. It shows that you have read around your subject area and protects you from any charges of copying or plagiarism.

This is an excerpt from an essay that is properly referenced:

> Dublin is the capital of Ireland. The Visit Dublin page of the Discover Ireland website (Fáilte Ireland, 2017) outlines some of the main tourist attractions in Dublin. The city is ‘small, easy to get around and offers no greater challenge than struggling to be cultural the morning after the night before’ (Davenport, 2010, p. 16). Dublin aims to encourage sustainable tourism and members of the public can help by altering behaviour patterns (Miller et al., 2010).

All sources you use in your writing must be acknowledged by providing references to them. This is done by citing them in the text of your assignment (in-text citations) and referencing them at the end of your assignment (reference list).

**In-Text Citations**

These are the references within the text of your assignment.

**Direct Quote**

*Put the quote in single quotation marks. List the surname of the author, the date of publication and the page number that it appeared on directly after the quote.*

**Example**: According to one source, ‘the city is small, easy to get around and offers no greater challenge than struggling to be cultural the morning after the night before’ (Davenport, 2010, p. 16).

**Paraphrase or Summary**

*This is not a direct quote, so there is no need to include quotation marks or page numbers. List the name(s) of the author(s) and the date of publication directly after the paraphrase.*

**Example**: Dublin aims to become part of the sustainable tourism drive. This relates to changes in behaviour patterns among members of the public (Miller et al., 2010).

**Note**: If there are four or more authors, use *et al.*, meaning ‘and others’.

**Note**: If no date of publication can be identified, use *no date*, for example, Murphy, J. (no date).

**Reference List**

This is an alphabetical listing by author, containing the full details of all of the sources you have cited (quoted or paraphrased).

This is an excerpt from the reference list at the end of the essay:

**Reference List**


**Common Knowledge**

A statement like Dublin is the capital of Ireland is common knowledge, so there is no need to reference this. Everything you take from other sources - books, journals, websites (including YouTube) - that is not common knowledge does need to be referenced however.