Referencing

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Referencing

- Referencing refers to the process of crediting the sources used by the researcher when writing a thesis or a research paper. It helps to avoid plagiarism and ensure the credibility of the research work.

- Specific style guides are followed when writing a thesis or a research work.

- In the social sciences, the APA (American Psychological Association) style is used as a means of referencing and citing the sources of information.

APA Style Conventions (6th Edition)

- The APA style represents an author-date system that is based on a set of principles and conventions. Among its rules, one can mention the following:

- If the writer's name is unknown, a shortened version of the title is utilized.

- If the year of publication is unknown, the abbreviation "n.d." is used.

- When citing quotations, the page number is mentioned. If there is not a page number, it is replaced by the abbreviation "para." followed by the paragraph number.

In-text Citations

- An in-text citation implies referencing and citing sources within the main text or the body of a research work. It includes the writer's name, year of publication and page number. It is used when quoting, paraphrasing or summarizing others' words.

Quoting

- In the APA style, the author's last name, the year of publication and the page number are mentioned to identify the source of the quote.

Example :

"Although conventions are important, it is worth remembering the principal reason for referencing systems. It is to help you to identify the source of a quotation and, if necessary, to locate the original publication as easily as possible" (Oliver, 2008, p. 62).

- If the quote includes less than 40 words, it is inserted within the text. If it consists of 40 words or more, it is presented as a block quotation.

Paraphrasing

- In the APA style, the author's last name, and the year of publication are mentioned to identify the source of the paraphrase. The page number is optional. However, writers are encouraged to mention it.

Example :

Even if principles are vital, it is necessary to keep in mind the major purpose of referencing styles. The main objective of referencing systems is to facilitate the identification of the source of a citation. It also enables the researcher to find the primary source without difficulty if such a type of information is required (Oliver, 2008).

Summarizing

- In the APA style, the author's last name, and the year of publication are mentioned to identify the source of the summary. The page number is optional. However, writers are encouraged to mention it.

Example :

The main purpose of referencing styles is to facilitate the identification of the source of a quote (Oliver, 2008).

Writing a Bibliography

- In a bibliography, all the works are listed in alphabetical order and the titles of books and periodicals are written in italics.

- The reference must include the writer's name, the publication date, title of the work and publication information.

- An electronic reference should comprise the writer's name, the publication date, title and publication data in addition to the expression "Retrieved from" followed by a web page address or URL (the Uniform Resource Locator).

The following examples give an idea about the way of referencing in APA:

■ **A book :**

Author's Last Name, First Initial. (year). *Title*. Place of Publication : Publisher.

Example :

Oliver, P. (2008). *Writing Your Thesis*. London: Sage Publications Ltd.

■ **A chapter in a book:**

Author's Last Name, First Initial. (year). Title of chapter. In Editor's First Initial. Editor's Last Name (Ed.). *Title of book*. Place of Publication : Publisher. Page numbers.

Example :

Steane, P. & Burton, S. (2004). Writing the Thesis. In S. Burton & P. Steane (Eds.). *Surviving Your Thesis*. London: Routledge. 178-194.

- **A journal article:**

Author's Last Name, First Initial. (year). Title of article. *Journal title*. Volume number (issue number), Page numbers.

- **An unpublished thesis or dissertation:**

Author's Last Name, First Initial. (year). Title of thesis or dissertation (unpublished thesis or dissertation). University ,Place.

■ **A web page with an author :**

Author's Last Name, First Initial. (year). Web page title. Retrieved from **URL**.

■ **A web page with no author :**

Web page title. (year). Retrieved from **URL**.

Crediting sources

- Referencing is an essential element that has to be taken into consideration when writing a research paper.

- The researcher should present in-text citations and references in a correct and consistent manner.

- Appropriate referencing helps to guarantee the reliability of the research work and prevent ethical issues.

References

❑ Glenn, C., & Gray, L. (2008). *The Writer's Harbrace Handbook, Brief*. USA: Thomson Learning, Inc.

❑ Oliver, Paul. (2008). *Writing Your Thesis*. London: Sage Publications Ltd.

❑ Perrin, R. (2012). *Pocket Guide to APA Style.* USA: Wadsworth.

❑ Steane, P. & Burton, S. (2004). Writing the Thesis. In S. Burton & P. Steane (Eds.). *Surviving Your Thesis.* London: Routledge. 178-194.