Pre-enrolment workshop – Referencing

Become what you want to be
Aim of today’s session:

• Introduction to referencing

• How to avoid plagiarism

• Referencing exercises
Why should you reference your work?

• To acknowledge other people’s ideas and to avoid charges of plagiarism

• To offer support for the argument we are making

• To enable readers to trace the source
Most courses use............LSBU Harvard Referencing

BUT! there are some exceptions:

• The Psychology department uses APA (similar to LSBU Harvard)

• Electrical Engineering uses the IEEE Numeric style (similar to LSBU Harvard)

• The Law department uses OSCOLA

If you are unsure which referencing style to use, please check with your lecturer.
What is Plagiarism?

Plagiarism is the act of presenting the work or ideas of another as your own.

Why is it considered misconduct?

• Prevents deep learning
• Degrades academic standards
• Impacts on professional standards
Is this plagiarism?

1. You copy and paste a paragraph of text from a website without enclosing it in quotation marks or referencing the source.

   **YES**

   This is definitely plagiarism. When you copy the exact words from another source you must enclose them in quotation marks and provide a reference.
Is this plagiarism?

2. You rewrite the words of another in your essay and don’t include a reference to their work.

**YES**

Even if you do not directly copy the author's words you must provide a reference when you refer to their work.
Is this plagiarism?

3. You copy and paste an image from a free website into your essay and don’t include a reference.

   **YES**

   You must provide references to images, illustrations, diagrams, data tables etc. that you copy from other sources.
Is this plagiarism?

4. You copy words from a book into your own work, place quotation marks around them and provide a reference.  

NO

It is not plagiarism to copy words from another source as long as you place them in quotation marks and provide a reference.
Is this plagiarism?

5. You include a fact or saying in your assignment which is generally known without providing a reference.

   NO

   If a fact is generally well known or “common knowledge” then you don't need to reference it.
6. You incorporate text from another source, changing one or two words and providing a reference.

**YES**

If you do not intend to quote directly from the source, you must write about it in your own words. Using too many words from the original source is plagiarism, even if you provide a reference.
Examples of plagiarism

• Failure to cite source of information which is not “common knowledge”

• Cutting and pasting or copying another’s words without quoting or citing

• Paraphrasing another’s words without citing

• Summarising another’s ideas or findings without citing

• Using illustrative materials such as diagrams and statistics without citing the source
Two elements to referencing:

1) In-text citation (Author, year) or (Author, year, page)

- ... other authors have denied this (Hartley, 2015).
- Hartley (2015) suggests that ...
- “transformation is key to ...” (Hartley, 2015, p.74).

2) Reference list

Books

• Author (Surname, Initials)
• Year published (in brackets)
• Title (in italics)
• Edition (if later than the first)
• Place of publication
• Publisher

Example:

In-text citation: (Strauss and Frost, 2014)
<table>
<thead>
<tr>
<th><strong>Book:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>(2017)</td>
</tr>
<tr>
<td>Los Angeles:</td>
</tr>
<tr>
<td>Sage Publishing.</td>
</tr>
<tr>
<td><em>Law and ethics in nursing and healthcare: an introduction.</em></td>
</tr>
<tr>
<td>2nd ed.</td>
</tr>
<tr>
<td>Avery, G.</td>
</tr>
</tbody>
</table>

In-text citation? ____________________________
Book answer:


In-text citation:

(Avery, 2017)
Journal articles

- Author (Surname, Initials)
- Year published (in brackets)
- Title of article
- Name of journal (in italics)
- Volume & issue number
- First & last page numbers

Example:

In-text citation: (Dowling, 2015)
**Journal article:**

*Communications of the ACM,*

Scaling synchronization in multicore programs,

pp. 44-51.

Morrison, A.

59 (11),

(2016)

In-text citation? ________________________________
Journal answer:


In-text citation:

(Morrison, 2016)
Websites

• Author (Surname, Initials)
• Year of publication (in brackets)
• Title (in italics)
• Available from: URL
• [Accessed date].

Example website:

In-text citation: (The Chartered Institute of Marketing, 2017)
### Activity

**Website:**

[Accessed 18 June 2018].

(2016)

Available from: [http://www.bbc.co.uk/news/uk-36528256](http://www.bbc.co.uk/news/uk-36528256)

Wakefield, J.

**Social media 'outstrips TV' as news source for young people.**

**In-text citation?** _____________

In-text citation: (Wakefield, 2016)
Which is the correct reference?


Which is the correct reference?


Which is the correct reference?


Which is the correct reference?


Which is the correct reference?


Tips!

• Keep track of everything you have used – start compiling your reference list as soon as you start reading a document
• Make accurate notes to distinguish your own words/ideas from the work of other people
• Be consistent
• It is better to reference too much than not enough
• If you are unsure, ask!
RefWorks

Citation management tool—includes LSBU Harvard style so make sure you select it!

Sign up at
https://refworks.proquest.com
(or just Google new RefWorks)

NOTE: you will need to check any references generated by RefWorks
Once you’ve started university, come to the **Research Helpdesk** in the Library, Level 3 Bridge, open 12-4pm, term-time.