

Guidelines for using the Harvard Reference system

Citation in the text of your writing

If you use the author's or authors name(s) in your text put date in brackets:

e.g. 'Studies by Oulton and colleagues (2004) and Cotton (2004) suggested that geography teachers associate many different controversial issues with their subject'

If you do not include the author's name in your text put both author and date in brackets:

e.g. '.... it affects how they learn geography' (Naish, 1988)

If you use a direct quotation or summarise an author's thinking include the page number:

e.g. Sheeran and Barnes noted that students often spent time 'copying considerable chunks of textbook prose' (1991, p. 59) in humanities lessons.

e.g. Mercer argued that this type of talk enables students to be apprentices in thinking, under the expert guidance of their teacher (2000, p.161)

If you use secondary sources (if you have not used the original work but have read about it in a work by another author) acknowledge both authors:

e.g. (Peters, 1965 cited in Slater, 1992, p 97)

If there are more than two authors, list only the first author in the text but all of them in the references:

e.g. (as part of your text): ...in the 1990 structure question papers (Battersby et al., 1995)

e.g. (in the references): Battersby, J., Webster, A. & Younger, M. (1995) *The case study in GCSE Geography: experiences from the Avery Hill Project*, Cardiff: Welsh Joint Education Committee.

References

Authors referred to in the text should be listed alphabetically in the references using the conventions exemplified below:

Books by a single author (book title in italics):

Taylor, L. (2004) *Representing Geography*. Cambridge: Chris Kington Publishing.

An edited book (book title in italics)

Lambert, D. & Machon, P. (eds) (2001) *Citizenship Through Secondary Geography*. London: RoutledgeFalmer.

Chapter in edited book (book title, not chapter, in italics and include page numbers):

Huckle, J. (2001) 'Towards ecological citizenship' in D. Lambert, & P. Machon (eds) *Citizenship Through Secondary Geography*, London: RoutledgeFalmer, pp. 144-60.

Organisations (title in italics)

Tide (2002) *Start with a story*, Birmingham: Tide

DfES (2003) *Excellence and Enjoyment: A national strategy for primary schools*. London: DfES.

Journal articles (journal title in italics)

Ellis, B. (2003) 'Constructing a value map: a rejoinder', *Geography*, 88, 3, pp. 234-235.

Newspaper article (title of newspaper in italics)

Harrison, D. (2002) 'Children "being brainwashed" by new green geography lessons'. *Sunday Telegraph*, 24 November.

Newspaper article accessed online (include the date accessed)

Pyke, N. (2003) Gifted and Talented, *TES*, 10.10.03 accessed [online](#) March 2007

Articles found on websites (include the date accessed)

DfES (2005) 'Harnessing technology: transforming learning and children's services', pp. 72, (<http://www.dfes.gov.uk/publications/e-strategy/docs/e-strategy.pdf>) Accessed on 12.05.07.

Authors with more than one cited publication from the same year (distinguish with lower case letters):

Sandford, H.A. (1980a) 'Directed and free search of the school atlas map', *The Cartographic Journal*, 17, pp. 83-92.

Sandford, H.A. (1980b) 'Map design for children', *Bulletin of the Society of University Cartographers*, 14, pp. 39-48.