

Quadrant II - Notes

Course Code: COG136

Module Name: Bibliography and Reference Styles

Bibliography and Reference Styles

Bibliography is a list of all the sources used by the researcher to get information for research report. It contains information about books, reports, articles and other sources related to the investigation. It is included at the end of the report. The main purpose of bibliography entry is to acknowledge the contribution of other writers and researchers in your work. It also makes it easy for a reader to find out more about the topic by delving into the research that you used to write your paper.

Elements of Bibliography

- The authors' names
- The titles of the works
- The names and locations of the companies that published your copies of the sources
- The dates your copies were published
- The page numbers of your sources

Kinds of Bibliography

1. Working Bibliography: It is prepared at the starting state of research. It helps researcher to start investigation, understand the problem and to determine the hypothesis.

2. Final Bibliography: It is prepared after the completion of the investigation or research report. It helps the researcher who are interested to further study of the problem. It also helps to verify the facts and statements in the report.

Referencing Styles

Referencing is an important academic practice. There are many different styles of referencing. Particular referencing styles are preferred by particular academic disciplines because they work better with the kind of texts that are most commonly used in that discipline.

Examples

Referencing Style	In-text Citation	Full Citation in Bibliography
Harvard (Name, Date)	(Tolstoy, 2006)	Tolstoy, L. (2006) War and peace. Translated from the Russian by A Briggs. London:Penguin.+
Oxford (¹ Foot note)	¹ Biow, D. (2015), <i>On the Importance of Being an Individual in Renaissance Italy</i> , Philadelphia, University of Pennsylvania Press.	Biow, D., <i>On the Importance of Being an Individual in Renaissance Italy</i> , Philadelphia, University of Pennsylvania Press, 2015
MHRA (¹ Foot note)	¹ George Eliot, <i>Silas Marner</i> , ed. by Juliette Atkinson (Oxford: Oxford University Press, 2017), p. 3.	George Eliot, <i>Silas Marner</i> , ed. by Juliette Atkinson (Oxford: Oxford University Press, 2017), p. 3.
Vancouver (Number)	(1)	O'Campo P, Dunn JR, editors. Rethinking social epidemiology: towards a science of change. Dordrecht: Springer; 2012. 348 p.

General Guidelines to Write the References

- 1. For a Book:** Author (last name first), title of the book, city: publisher, date of publication.
- 2. For an Encyclopedia:** Encyclopedia title, edition date. volume number, "article title," page numbers.
- 3. For a Magazine:** Author (last name first), "Article Title". Name of magazine. Volume number, (Date): page numbers.
- 4. For a Newspaper:** Author (last name first), "Article Title". Name of newspaper, city, state of publication. (date): edition if available, section, page numbers.
- 5. CD-ROM:** Disc title: Version, Date. "Article title," pages if given. Publisher.
- 4. For a film:** Title, Director, Year
- 6. For a Person:** Full name (last name first). Occupation. Date of interview.
- 7. Internet:** Author of message, (Date). Subject of message. Electronic conference or bulletin board (online). Available e-mail: LISTSERV@ e-mail address.
- 8. World Wide Web:** URL (Uniform Resource Locator or WWW address). Author (or items name, if mentioned), date.