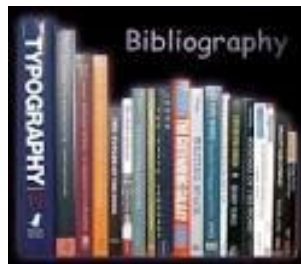


A guide to writing BIBLIOGRAPHIES



Based on the Harvard Style



Background

- ✓ A bibliography is a list of resources used in preparing a piece of work.
- ✓ When writing a piece of work you will need to cite and the bibliographical references of all resources you have used.
- ✓ Bibliographical references need to be cited in two different places.
 1. Where a document is referred to in the text.

e.g. Thompson (1994) and Bryant (1986) were both concerned with the importance of consistency in bibliographies.

e.g. (for direct quote) "consistency in bibliography writing is of paramount importance"
(Thompson 1994, p 24)
 2. In a list at the end of the work arranged in alphabetically by author and then date.

BIBLIOGRAPHY

Include the following information in the order given:

Books

1. Author's surname, (comma) initials
2. Year, (comma)
3. *Title of book*, (italics) (comma)
4. Publisher, (comma)
5. Place of publication. (full stop)

Dixon, J 1993, *How to be a successful student*, Penguin Books, Ringwood.

Books (Reference books)

1. *Title of book*, (italics) (comma)
2. Year, (comma)
3. Edition, (comma)
4. Publisher, (comma)
5. Place of publication. (full stop)

E - Books

1. Author's surname, (comma)Initials
2. Year of Publication,(comma)
3. *Title of book* , (italics)(comma)
4. Publisher,(comma)
5. Place of Publication, (comma)
6. Date accessed,(comma)
7. URL

Payne, T 1980, *The Lost Thing*, Fey Press, London, accessed 2.10.2010, <http://www.dogs.com.au>

CD-Roms

1. Subject, (in single quotation marks) (comma)
2. Date, (comma)
3. *Title of CD-Rom*, (italics)
4. CD ROM. [in square brackets] (full stop),
5. Publisher, (comma)
6. Place of publication. (full stop)

'Snakes', 1994, *Habitats of reptiles* [CD-ROM]. Crunch Media, N.Y.

Database Journals

Include the following information in this order:

1. Author's Surname, (comma) initials
2. Date, (comma)
3. Title of article, (in single quotation marks) (comma)
4. *Title of journal*, (italics) (comma)
5. Volume.(comma) number, (comma)Month(comma)
6. Page numbers of article. (full stop)
7. Date viewed.
8. Name of Database

Burns, S 1989, 'There's more than one way to learn', *Australian Wellbeing*, Vol6, No 33, October, pp42-44. Viewed 10/03/2013. ProQuest

Email

1. Author's surname, (comma) initials
2. Year,(comma)
3. email
4. Date sent, (comma)
5. Email address

Stacy, T 2006, email, 24 August 2006, mrstacy@uow.edu.au

Interview

1. Surname of person being interviewed, (comma) initials
2. Month and year of interview, (comma)
3. *Title of interview*, (italics) (comma)
4. Interviewer's name
5. Type of interview e.g tape recording, transcript, video recording [in square brackets]
6. Place of interview. (full stop)

Berger, P August 2002, *Teaching in L.A.*, Interviewed by J. Smith [Transcript of Interview] Melbourne Conference Centre.

Journal Articles

Include the following information in this order:

9. Author's Surname, (comma) initials
10. Date, (comma)
11. Title of article, (in single quotation marks) (comma)
12. *Title of journal*, (italics) (comma)
13. Volume.(comma) number, (comma)Month(comma)
14. Page numbers of article. (full stop)

Burns, S 1989, 'There's more than one way to learn', *Australian Wellbeing*, Vol6, No 33, October, pp42-44.

E- Journals

1. Author's Surname,(comma)initials
2. Year of publication,(comma)
3. Title of article(in single quotation marks) ,(comma)
4. *Journal title*,(Italics)(comma)
5. Volume Number,(comma)
6. Page number, (comma)
7. Date accessed (comma)
8. URL

Robbins, T 2002, 'The proof of Money', *Investment Weekly*,Vol 23, No 23, p 23 – 45, accessed 10.3.2003, <http://www.ami.gov.au>

Newspaper Articles

1. Author's Surname, (comma) initials
2. Date, (comma)
3. Title of article, (in single quotation marks) (comma)
4. *Title of newspaper*, (italics) (comma)
5. Date of publication, (comma)
6. Page numbers of the article. (full stop)

Popham,B 1997, 'Saving the future', *Weekend Australia*, 7 February, p2.

Videos (films, television, radio)

Include the following information in this order:

1. *Title (italics)*
2. Date, (comma)
3. Format, (video recording) (comma)
4. Publisher, (comma)
5. Place of publication. (full stop)

South American wetland 1982, video recording, BBC, London

World Wide Web – Author Known

1. Author's surname,(comma) Initials
2. Year,(comma)
3. *Title of the Website*(Italics) (comma)
4. Date Accessed,(comma)
5. URL

Department of Finance and Administration 2001, *Motor Vehicles registrations*, accessed 7 August 2001,
<http://www.finance.gov.au>

World Wide Web – Author Unknown

1. Title of Website,(Italics)(comma)
2. Date accessed,(comma)
3. URL

The Rainforest, accessed 3.10.2011, <http://www.beetles.com> ad

Blogs

1. Author ,(comma) Initials
2. Year ,(comma)
3. *Title of blog article or post*, (comma) (italics)
4. Blog post,(comma)
5. Date accessed,(comma)
6. URL

Smith, I J 2007, *Dolphins in captivity*, Blog post, accessed on 12 March 2007,
<http://www.someblog.com.au>

Podcasts

1. Name of podcast(Italics)
2. Year, (comma)
3. Podcast,(comma)
4. Publisher,(comma)
5. Date of podcast,(comma)
6. Date accessed,(comma)
7. URL

Tim Flannery and global climate change 2005, Darby, podcast, BBC, 7 July 2005, accessed
23.7.2006, <http://abc.podcasting.com.au>

Online Images

Include the following information in this order:

1. Author's surname,(comma) Initials
2. Year (comma)
3. *Title of image*, (comma)
4. Date accessed this image ,(comma)
5. URL

Smith , P J 2009, *Sunset over the lake*, accessed 12 June 2009, <http://www.sunsetimages.com.au>

Wikis

1. Wiki Name, (comma)
2. Date ,(comma)
3. Name of Article, (comma)
4. Date accessed, (comma)
5. URL

Wikipedia, 2009, Grana Padano Cheese, accessed on 26 March, 2009,
http://en.wikipedia.org/wiki/Grana_padano

Google Earth Image

1. Google Earth version. (full stop)
2. Year date released (Brackets around date)
3. Image details- location, (Italics) (comma)
4. Co-ordinates, (comma)
5. Elevation. (full stop)
6. Data Set (full stop)
7. Date accessed,(comma)
8. URL

Google Earth 5.0 (2009) *Woonona High*, 58_48 28.61N. 1_30 11.85W, elv 93km. clouds data layer.
accessed on the 29 June 2010, <http://www.dairyscience.info>

Video from YouTube

1. Author's surname,(comma) Initials
2. Year uploaded ,(comma)
3. *Title of Video*, (Italics) (comma)
4. Date accessed ,(comma)
5. URL of video

Dragon, T Y 2006), *Mike Oldfield Moonlight Shadow*, accessed on 26 October 2007,
<http://uk.youtube.com/watch?v=8bOckPn>

