

Being digital

Referencing ejournal

1: Introduction

When you're writing an assignment, or any other written work which will be seen by others, you are expected to acknowledge the sources you've used.

Using a **referencing style** will help you to present this information in a format that anyone reading your work will recognise and understand.

This activity will help you to understand the basics of referencing ejournal. There are a number of referencing styles, which may differ slightly, so be sure to find out which one you should be using. You will normally find this information in your study guide. Your tutor will also be able to advise you, if you're unsure.

This activity forms part of a set that covers referencing. If you haven't already done so, you may benefit from completing the **Introduction to referencing** activity before starting this one.

Learning outcomes

By the end of this activity, you should be able to:

- reference an ejournal within your writing
- create a full reference for a reference list, that presents the correct ejournal information in the right format.

2: Citing 'in-text'

When you refer to, or quote, someone else's work within the content of your own written work, you must provide some information on the source. This is called an **'in-text citation'**.

An in-text citation isn't a full reference. You are only required to provide enough detail to direct people to the full details in the reference list.

The basic information you need for an in-text citation is:

- the name(s) of the author(s)
- the year the article was published.

If you are quoting directly from an ejournal, you also will need to include the page number on which the quote appears.

The way you word your sentence will determine where your in-text citation should be placed, and the format you should use. Look carefully through the examples in the next section.

3: Citing a book 'in-text'

The six case studies below provide some examples of where to include the citations within your written work, and how to format them.

Print journals are cited in exactly the same way as ejournal.

In each case, full details must be provided in your reference list.

Case 1: Citing an ejournal by one author

Example 1:

Further work (Bloggs, 2007) supports this claim.

Example 2:

Further work by Bloggs (2007) supports this claim.

Case 2: Citing an ejournal by two authors

Example 1:

Further work (Bloggs and Smith, 2007) supports this claim.

Example 2:

Further work by Bloggs and Smith (2007) supports this claim.

Case 3: Citing a book by three or more authors

*To reference an ejournal written by three or more authors, you only need to list the first author, followed by **et al.**, which means 'and others'.*

Example 1:

Further work (Bloggs et al., 2007) supports this claim.

Example 2:

Further work by Bloggs et al. (2007) supports this claim.

Case 4: Citing a quote within a sentence

*When including a direct quote within a sentence you have written, you should include the **publication date** and **page number** in brackets, either in the lead-in to the quote or at the end of the sentence.*

Example 1:

Mcintosh (2007, p. 175) talks about 'the importance of preparation' for interviews.

Example 2:

Mcintosh talks about 'the importance of preparation' for interviews (2007, p. 175).

Case 5: Citing before a blockquote

If you mention the author's name before a blockquote, put the publication date and page number in brackets directly after the author's name.

McIntosh (2007, p. 124) is more critical:

I don't agree with this at all, the argument is poorly made and does not hold up to any scrutiny. One begins to wonder if we shall ever see any sense from this organisation on this subject at any time in the next one hundred years.

Case 6: Citing after a blockquote

If you include a blockquote, without mentioning the author within the sentence before, put the author's name, publication date and page number in brackets on a new line.

Example:

The following year saw some criticism of this argument:

I don't agree with this at all, the argument is poorly made and does not hold up to any scrutiny. One begins to wonder if we shall ever see any sense from this organisation on this subject at any time in the next one hundred years.

(McIntosh, 2007, p. 124)

Full reference

For every 'in-text citation' you have included within your assignment or written work, there should be a detailed reference in your **reference list**.

The key pieces of information to include:

- the author's surname and initials, plus the date the article was published
- the full title of the article, and the title of the ejournal
- volume number, issue number and page numbers (**if available**)
- online details and the date you last accessed the article.

The step-by-step guide below will take you through the order and format you need to use to present this information in a reference list.

If you are referencing a printed journal, follow the same instructions up to and including **Step 3: Volume, issue number and page numbers**. Complete with a full stop.

The example will build with each step. The relevant addition for each step appears in bold for clarity. There are four steps.

Step 1: Start with the author's surname and initials, and the date of publication in brackets.

Example:

Jadad, A.R. (1999)

Step 2: Add the article title in single quotes (comma), and journal name in italics (comma).

Example continues:

Jadad, A.R. (1999) 'Promoting partnerships: challenges for the internet age', *British Medical Journal*,

Step 3: Add the volume number (comma), issue number (comma) and page numbers (if available):

Example continues:

Jadad, A.R. (1999) 'Promoting partnerships: challenges for the internet age', *British Medical Journal*, **Vol. 319, no. 7212, pp. 761-764**

Step 4: Indicate that the source is online (full stop). Then add the URL and date you last accessed the article in brackets. Finish with a full stop.

Example continues:

Jadad, A.R. (1999) 'Promoting partnerships: challenges for the internet age', *British Medical Journal*, Vol. 319, no. 7212, pp. 761-764 **[Online]. Available at <http://bit.ly/13TtPvR> (Accessed 12 May 2013).**

5: Useful information

Issue numbers

Some ejournals do not have issue numbers. They may use seasons or months. You can use these details instead. Use your own discretion as to what information you should include to enable your readers to find the article.

Example:

Virkus, S. (2003) 'Information literacy in Europe: a literature review', *Information Research*, Vol. 8, Summer [Online]. Available at <http://informationr.net/ir/8-4/paper159.html> (Accessed 12 May 2013).

Accessed date

The date you accessed the material is important because it helps your readers to find the article and cross-reference it to your work. It also informs them which version you have used, should the content of the website change over time.

Print journals

Print journals are referenced in the same way as ejournals, but without the online information. Following the instructions in the previous section, you would provide details up to and including **Step 3: Volume, issue number and page numbers**. Finish with a full stop.

Example:

Jadad, A.R. (1999) 'Promoting partnerships: challenges for the internet age', *British Medical Journal*, vol. 319, no. 7212, pp. 761–764.

6: Quiz

Have a go at this quiz, to test your understanding of how to reference ejournals, both as in-text citations and within a reference list. There are three questions.

Question 1 of 3

The following options show three in-text citations. Which one is written correctly?

- a) Jadad (2003) found that the 'internet will undoubtedly change the way in which we communicate, relate, learn, and think'.
- b) Jadad found that the 'internet will undoubtedly change the way in which we communicate, relate, learn, and think'.
- c) Jadad (2003, p. 763) found that the 'internet will undoubtedly change the way in which we communicate, relate, learn, and think'.

Question 2 of 3

The following options show three in-text citations for a work with three authors. Which one is correct?

- a) Further work by Finlay et al. (2010) supports this claim.
- b) Further work by Finlay, Pearson and Ram (2010), supports this claim.
- c) Further work by Finlay et al. supports this claim.

Question 3 of 3

Which of the following options, for referencing ejournals, shows the right information in the right order?

- a) Author, A. 'Title of article', Title of ejournal [in italics], volume [abbreviated to vol.], number [abbreviated to no.] page numbers, (year of publication) [Online]. Available at URL (Accessed date).
- b) Author, A. (year of publication) 'Title of article', Title of ejournal [in italics], volume [abbreviated to vol.], number [abbreviated to no.], page numbers [Online]. Available at URL (Accessed date).
- c) (Year of publication) 'Title of article', Title of ejournal [in italics], Author, A. volume [abbreviated to vol.], number [abbreviated to no.], page numbers [Online]. Available at URL (Accessed date).

(You will find the answers to these questions in **Appendix 1** on page 9.)

7: Summary

The following framework provides information on the order and format of full references for ejournals. You can use this as a quick reference.

Author, A. (year of publication) 'Title of article', *Title of ejournal*, volume [abbreviated to vol.], number [abbreviated to no.] [Online]. Available at URL (Accessed date).

There are a number of different referencing styles. Your university or institution will provide you with details of which one you should be using, along with the relevant guidelines for that style. If you are unsure, you will find the information in your study guide, or you could ask your tutor.

Reference

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Appendix 1: Quiz answers and feedback

The answers to the exercise are detailed below.

Question 1

The correct in-text citation is:

c) Jadad (2003, p. 763) found that the 'internet will undoubtedly change the way in which we communicate, relate, learn, and think'.

This is because the publication date and page number have been included in brackets in the lead-in to the quote. You could also have chosen to include this information at the end of the sentence.

Question 2

The correct way to cite an ejournal with three authors is:

a) Further work by Bloggs et al. (2007) supports this claim.

This is the correct because, if there three or more authors, you would only include the name of the first author, followed by **et al.**, and then the year of publication in brackets.

Question 3

The correct format to use when referencing a book is:

b) Author, A. (year of publication) 'Title of article', Title of ejournal [in italics], volume [abbreviated to vol.], number [abbreviated to no.], page numbers [Online]. Available at URL (Accessed date).

This provides the right details, in the correct order.