



# HOW TO RESEARCH IN SPORT AND FITNESS: AN INTRODUCTION

*A very quick guide to  
referencing*

## What is referencing?

You need to acknowledge other people's ideas and reference the sources that you have used in your assignments. This is done in two parts:

- a brief citation which appears within the text and refers to
- the full reference which is listed at the end of your work

## Citation

Always includes the author's surname and the year of publication. Include page numbers only for quotations or paraphrases, not for summaries.

Cottrell (2008, p.156) argues that....

- New research (Lee and Chung, 2009) shows ...
- Use et al. for more than three authors (Balvinsdottir et al., 2009).

Short quotes are included in the text. E.g. Crumbie (2006, p.5) states that "Quotation..." Longer quotes are included as a separate, indented paragraph, e.g.

No quotation marks, with the citation at the end (Smith, 2010 p.44).

## Reference list

References of everything cited in the text are listed at the end in alphabetical order, by author's surname (or title if no author). Don't separate out by format.

N.B. A bibliography includes additional works read, but not cited. Generally, you are required to provide a reference list.

Example of how to compile your references! (However ask delivering lecturer appropriate reference style)

	Format	Comment
Author	Surname, Initial	Always first. List authors in the order they appear in the source
Year of publication	(Year)	In brackets e.g. (2004)
Title of article/chapter	'In single quotation marks',	Used for a chapter in a book or journal article/. First letter of the first word capitalised, the rest lowercase.
Title of publication	Italics Book  Journal	Capitalise the 1 <sup>st</sup> letter of the first word and any proper nouns. Capitalise first letter of every word, except for linking words.
Edition	edn.	Only used if not the 1 <sup>st</sup> . e.g. 2 <sup>nd</sup> edn.
Issue details	Volume no. (part or issues), Season/month	Numbers as figures e.g. 13(4), AND/OR season as text
Place publication and publisher	Place: Publisher.	Separated by a colon e.g. London: Elsevier.
Page number	pp. 84-95	One p. for single page; pp. for multiple pages
URL	Available at: ....	In brackets with the date you viewed it.
Date accessed	(Accessed: full date)	In brackets with the date you viewed it.

## Examples

<p><b>Books</b> Author (Year) Title. Edition. Place &amp; publisher.</p> <p>Cottrell, S. (2008) The study skills handbook. 3rd edn. Basingstoke: Macmillan</p>
<p><b>Chapter of an edited book</b> Author (Year) 'Title of the chapter', in Author/editor of the book Title of the book. Edition. Place &amp; publisher, Page Numbers.</p> <p>Crumbie, A. (2006) 'Problem solving', in Walsh, M. (ed.) Nurse practitioners: clinical skills and professional issues. Oxford: Butterworth–Heinemann, pp. 3-13.</p>
<p><b>Journal article</b> Author (Year) 'Title of article', Title of Journal, Issue details, Page number(s).</p> <p>Armstrong, J., Green, K. and Soon, W. (2011) 'Research on forecasting for the manmade global warming alarm', Energy and Environment, 22(8), pp. 1091-1104.</p>
<p><b>Online resources</b> You can find many different types of information on the internet such as Government papers, reports and images. You should always reference according to the type of information first and then the fact that you have found it online Give the URL and date accessed instead of the publisher details.</p> <p>Author or organisation (Year- last updated) Title of site or page. Available at: URL (Accessed: date).</p> <p>Department for Education (2015) Working together to safeguard children. Available at: <a href="https://www.gov.uk/government/publications/working-together-to-safeguard-children—2">https://www.gov.uk/government/publications/working-together-to-safeguard-children—2</a>(Accessed: 19th July 2017). N.B. If there is no author put the title first, no title use the URL</p>