WEB PAGES

Web page with an author (bibliography example)


Web page—author as an organisation (bibliography example)


Web page—No dates (bibliography example)


Full and abbreviated references

Note that the first time you cite a source, you should give full details in the footnote or endnote. Subsequent entries to the same source can be abbreviated to author’s surname and the first few words of the title, plus a page number if you are citing a specific part of the text, giving you a short citation.

As well as footnotes or endnotes, you should list all your sources, including those you have read but not cited, in a bibliography at the end of your work. For more examples on how to input references, rather than the bibliography examples in the previous pages, consult the i-cite website (link on the front page).

New sources

There are always new types of sources being regularly used within academic work, such as an increasing number of different social media sites, so if you are unsure of how to reference a newer source always check www.citethemrightonline.com or the University’s i-cite website, as these sites are regularly updated.

Where To Get More Help

Your Subject Advisor will be able to assist you with any help, advice, or support you need. Go to http://libguides.bham.ac.uk/subjectsupport/index and locate your subject, and then subject advisor, for contact details.

Quick Guide to MHRA Referencing

This is an introductory guide to citing and referencing using the MHRA system of referencing. For more detailed examples go to the i-cite guide—intranet.birmingham.ac.uk/icite or Cite Them Right Online.

Citing in text

Superscript numbers (\(^1\), \(^2\), \(^3\) etc) are used in text to denote citations and these numbers are linked to a full reference in either a footnote or endnote and in a bibliography at the end of your work. An example of this is shown at the bottom of this page.

Using this method of referencing, the footnotes in your work must be included in the final word count. Footnotes give details of the source that you are quoting from or referring to. These footnotes will then link to the same reference in your bibliography at the end of your work. The bibliography is always arranged in alphabetical order by author. If you have cited a work in an appendix, but not in the main body of your text, this should still be included in the reference list.

If you have used a direct quote or an idea from a specific page, or set of pages, you should include the page numbers in your footnote (but not in your bibliography). The abbreviation for page is p. or pp. for multiple pages of books, but not journal articles. See the examples below to see how they are used correctly.

According to Guy\(^9\), the Zulus faced many grave dangers when confronting the British.

(example of superscript number being used in text. Note that in the bibliography there are no page numbers—they should be in the footnotes at the bottom of your page.)

Guy, Jeff, In Zululand (London: Zulu Press). (bibliography example)

REFERENCES

A reference gives the full details of the superscript number you have referred to in text and is shown at the end of your essay. A reference will include authors, titles, editions, publisher details or journal details.

Examples of References

Authors/Editors: In the footnotes, author names should be forename followed by surname. In the bibliography, author names should be surname followed by forename, see example below under One Author.

BOOKS

Author/editor, Title (in italics), Edition (only include the edition number if it is not the first edition), Place of publication: publisher, year of publication (all in round brackets), Series and volume number (where relevant).

One Author (bibliography example)

One Author (Footnote example)

Two Authors (bibliography example)

Four Authors or More (bibliography example)

Edited Book (bibliography example)

Chapter in a Book (bibliography example)

E-Book (bibliography example)
Author/Editor, Title of book (in italics) (publication details), <website URL> [accessed date]


JOURNALS

Journal (Print) (bibliography example)

Journal (Print) (Footnote example)

Journal (Electronic) (bibliography example)
Same information as above, but if doi available include at the end of the reference.


Journal (Electronic) (Footnote example)