Harvard Referencing
Electronic Sources

How do I cite electronic sources?
Citations for electronic sources are usually based on the same principles as citations for print sources like books and journals.

The Harvard System requires two parts: you should have both in-text references and a list of references at the end of your work.

1. Within the Text—In-text Citations
The Harvard referencing system requires you to include specific information about a source within the text of your work. This information is:
• the name of the author or authors
• the year of publication
While the page number is usually included for print materials, many electronic resources don’t have page numbering. Only include page numbers where applicable.

2. At the End of the Text—List of References
At the end of your assignment, you must include a List of References, a list of all the books, journal articles and other sources of information you have used to research your assignment.

What are Electronic Sources?
Electronic sources include:
• web sites
• emails
• films, videos or dvds
• podcasts and radio broadcasts
• journal articles published on the Internet
• journal articles retrieved from the full text databases available from the Library
• CD ROMs

What information should I include?
Referencing electronic resources can be confusing. It can be difficult to know which information should be included or where to find it. However, as a general principle, provide as much information as possible concerning the authorship and the location and availability of electronic sources.

Electronic citations require much of the same information as print sources (author, year of publication, title, publisher). However, some extra details are required:

• You must identify that you accessed the source in an electronic format
• You must provide an accurate access date for online sources (that is, identify when a source was viewed or downloaded).
• You must provide the location of an online source (for example, an electronic database or web address)

Some documents are published in both paper and electronic formats. You should cite according to the format you accessed. Unlike printed material, internet sources can easily be changed, or disappear altogether, so full and accurate citation information is essential.

About this Guide
Please Note: this brochure provides a modified version of the author-date system presented in:


Methods for referencing electronic sources are changing rapidly and do not always keep pace with the development of new technology. As the Style manual does not fully cover electronic referencing, The Learning Centre has adapted and modified the existing information. The creation of citations for new electronic sources are based on the principles of other references types.

Always check with your lecturer or tutor about their preferred referencing method. Many UNSW faculties and schools have style guides and The Learning Centre strongly suggests you check with them about which methods to use.
# Table of Electronic Citations

## To cite a website

<table>
<thead>
<tr>
<th>In text</th>
<th>List of References</th>
</tr>
</thead>
<tbody>
<tr>
<td>(International Narcotics Control Board 1999)</td>
<td>1. author (the person or organisation responsible for the site)</td>
</tr>
<tr>
<td></td>
<td>2. year (date created or last updated)</td>
</tr>
<tr>
<td></td>
<td>3. name of sponsor of site</td>
</tr>
<tr>
<td></td>
<td>4. place of sponsor of site (if available)</td>
</tr>
<tr>
<td></td>
<td>5. accessed day month year (the date you viewed the site)</td>
</tr>
<tr>
<td></td>
<td>6. URL or Internet address (between pointed brackets)</td>
</tr>
<tr>
<td></td>
<td>If possible, ensure that the URL is included without a line-break.</td>
</tr>
</tbody>
</table>

## To cite a document or page within a website

| (United Nations 1999) | Include the following information: |
| | 1. author (the person or organisation responsible for the site) |
| | 2. year (date created or last updated) |
| | 3. title (in italics) |
| | 4. name of sponsor of site |
| | 5. accessed day month year (the date you viewed the site) |
| | 6. URL or Internet address (between pointed brackets) |

If the author’s name is unknown, cite the website/ page title and date:

*(Land for sale on moon 2007)*


If there is no date on the page, use the abbreviation n.d. (no date):

*(ArtsNSW n.d.)*


## To cite Online Journals accessed via the World Wide Web

<table>
<thead>
<tr>
<th>In Text</th>
<th>List of References</th>
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</thead>
<tbody>
<tr>
<td>(Morris 2004)</td>
<td>Cite the following information:</td>
</tr>
<tr>
<td></td>
<td>1. author(s) name and initials</td>
</tr>
<tr>
<td></td>
<td>2. title of the article (between single quotation marks)</td>
</tr>
<tr>
<td></td>
<td>3. title of the journal (in italics)</td>
</tr>
<tr>
<td></td>
<td>4. all publication information (issue number, volume number etc.)</td>
</tr>
<tr>
<td></td>
<td>5. accessed day month year (the date of viewing)</td>
</tr>
<tr>
<td></td>
<td>6. URL or Internet address (between pointed brackets)</td>
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</tbody>
</table>
**To cite a journal article from full text database**

UNSW library offers students access to the full text of journals articles, newspapers, and other publications through searchable databases. They are usually accessed through SIRIUS, from links in the Library Resource Database, or through MyCourse materials.

Journals in full text databases are usually not free but are purchased on subscription by the library. For this reason, cite the database name and the date of access. Full text databases include ProQuest, EAI, and Wiley Interscience. Library-subscribed resources usually have URLs that will not work independently, so URLs are not generally included when citing database resources.

<table>
<thead>
<tr>
<th>In the text</th>
<th>List of References</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cite as you would a journal article:</td>
<td>Nicholls, D 2006, ‘Does the meaning mean a thing?’: Johnny Young’s hit songs of the 60s-70s, <em>Australian Cultural History</em>, No. 24, pp. 163-183, accessed 11 May 2007 from Informit Full Text Database, ISSN: 0728-8433.</td>
</tr>
<tr>
<td>(Holmes 2004)</td>
<td></td>
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</tbody>
</table>

Articles retrieved from databases are usually in pdf form and have page numbers.

**To cite a newspaper article from an electronic database**

In the text

*If the article has a named author:*

(Pianin 2001)

*No named author:*

*(The Illinois Gazette 1830)*

<table>
<thead>
<tr>
<th>In the text</th>
<th>List of References</th>
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</thead>
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<tr>
<td>(Pianin 2001)</td>
<td>Include the following information:</td>
</tr>
<tr>
<td>No named author:</td>
<td>1. author (if available)</td>
</tr>
<tr>
<td><em>(The Illinois Gazette 1830)</em></td>
<td>2. year of publication</td>
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<td></td>
<td>3. article title (between single quotation marks)</td>
</tr>
<tr>
<td></td>
<td>4. newspaper title (in italics)</td>
</tr>
<tr>
<td></td>
<td>5. date of article (day, month, page number—if given—and any additional information available)</td>
</tr>
<tr>
<td></td>
<td>6. accessed day month year (the date you accessed the items)</td>
</tr>
<tr>
<td></td>
<td>7. from name of database</td>
</tr>
<tr>
<td></td>
<td>8. item number (if given)</td>
</tr>
</tbody>
</table>

**Article without a named author**

If there is no named author, list the article title first.


<table>
<thead>
<tr>
<th><strong>To cite an Online Newspaper Article</strong></th>
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<tr>
<td>(Coorey 2007)</td>
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<tr>
<th><strong>To cite an Electronic Book</strong></th>
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<tr>
<td>Cite in-text as for a book. An e-book usually has page numbers:</td>
</tr>
<tr>
<td>Include the following information:</td>
</tr>
<tr>
<td>2. date of original publication</td>
</tr>
<tr>
<td>3. title of e-book (in italics)</td>
</tr>
<tr>
<td>4. publisher</td>
</tr>
<tr>
<td>5. place of publication</td>
</tr>
<tr>
<td>6. accessed day month year (the date of viewing)</td>
</tr>
<tr>
<td>7. URL or Internet address (between pointed brackets)</td>
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</table>

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<tr>
<th><strong>To cite a Media Release</strong></th>
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<tr>
<td>Prime Minister Howard (2007) announced plans for further welfare reform ...</td>
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</table>

<table>
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<tr>
<th><strong>To cite a Thesis accessed online</strong></th>
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<tr>
<td>(Lee 2005 p. 78)</td>
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</table>

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<tr>
<th><strong>To cite a Film, Video, and Television or Radio program</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Include the full title and date of production:</td>
</tr>
<tr>
<td>Include the following details in the List of References:</td>
</tr>
<tr>
<td>2. year of recording</td>
</tr>
<tr>
<td>3. format</td>
</tr>
<tr>
<td>4. publisher/ distributer</td>
</tr>
<tr>
<td>5. place of recording</td>
</tr>
<tr>
<td>6. date of recording (if applicable)</td>
</tr>
</tbody>
</table>
To cite a Web Video

In Text
In the Overlander's (2007) short film ... 

List of References

The Cabinet of Dr. Caligari (1919) is a German expressionist classic from the silent era ...

List of References

To cite Online Images

In the text
Mention the image in the text and cite the author and date: 
The cartoon by Frith (1968) describes ...

List of References

If the image has no named author, cite the full name and date of the image:
The map shows the Parish of Maroota during the 1840s (Map of the Parish of Maroota, County of Cumberland, District of Windsor 1840-1849)

List of References

To cite Online Images/ Diagrams used as Figures

Figures include diagrams, graphs, sketches, photographs and maps. If you are writing a report or an assignment where you include any visuals as Figures, you must include a reference.

If you include Figures in your work, they should be numbered and labelled with captions. Captions should be very simple and descriptive and be followed by an in-text citation. Figure captions should be directly under the image.

Cite the author and year:
Figure 1: Khafre pyramid from Khufu’s quarry (Ancient Egypt Research Associates 2007)

List of References


To cite Online Data in a Table Caption

If you reproduce table data found online you must include a reference. All tables should be numbered and table captions should be above the table.

Table 2: Agricultural water use by state 2004-05 (Australian Bureau of Statistics 2006)

List of References
### A CD-ROM

**In the text**  
Cite the CD title and year:  
*(Australia through time 1994)*

**List of References**  

The bibliographic details are the same as those required for films, videos, DVDs, television and radio programs. Include:  
1. title (in italics)  
2. year of recording  
3. format  
4. publisher  
5. place of recording

### Weblog (Blog)

**Include author name and year of posting:**  
(Bartlett 2006)  
(Bahnisch 2007)

**A blog**  
<http://www.andrewbartlett.com/blog/>.

**A blog post**  
If you are citing a group blog, cite the author of the post:  
Bahnisch, M 2007, ‘The commentariat vs. the people?’, *Larvatus Prodeo*,  
weblog post, 11 May, accessed 22 May 2007,  

Include:  
1. the name (or alias) of the author  
2. year of post  
3. the title of the posting (if applicable) between single quotation marks  
4. the title of the site (in italics)  
5. format  
6. the date of posting (day month)  
7. accessed day month year (the date you viewed the site)  
8. the URL of the blog post (between pointed brackets)

### A Wiki

As wikis usually feature user-generated content, there is usually no named author.  
Cite the title of the wiki and the date of last revision:  
*(An Essay Evolves 2007)*

‘Freud and science’, *An essay evolves*, wiki article, March 8 2007,  

Include the following information:  
1. article name (between single quotation marks)  
2. title of wiki (in italics)  
3. format  
4. date of last revision  
5. accessed day month year (the date you viewed the site)  
6. the URL of wiki article page (between pointed brackets)
### Emails

**In the text**
Include the abbreviation ‘pers. comm.’ in your in-text reference:

(J Smith 2006, pers. comm. 23 July)

Note that the initial precedes the surname.
If the the form of communication is relevent, mention it in the text:

Email confirmation was received (J Smith 2006, pers. comm. 23 July).

**List of References**
References to emails are treated as a form of personal communication and are not usually included in reference lists as they cannot be traced by the reader. However, if your tutor or lecturer requests an entry in the List of References, cite emails as below:


### Electronic mail lists, Usenet groups and bulletin boards

**In the text**
Include author name and date of posting:

(Wiggers 2006)

**List of References**

Include the following details:
1. author
2. author’s details (eg.email address)
3. date of posting
4. title of posting (from the ‘subject’ line in the message)
5. format (listserver)
6. name of list owner
7. accessed day month year (the date of viewing)
8. URL or Internet address (between pointed brackets)

### Podcasts

**In the text**

(J Lingua Franca 2007)

referring to the speaker:

Jill Kitson (Lingua Franca 2007) reported that …

**List of References**

List a podcast as you would a radio program. Include the following:
1. name of the podcast (in italics)
2. year
3. format (podcast)
4. publisher
5. date of podcast (day, month)
6. accessed day month year
7. the URL (between pointed brackets)
FAQs & Troubleshooting

I can't find a guideline for the source I want to cite
As information formats and technologies are changing rapidly, standards and conventions for citing many electronic sources have not yet been formalised by style authorities. If there is no specific guideline for a particular electronic source, base your citation on an existing guideline.

What is the ‘accessed’ date?
The date on which you viewed or downloaded the source. As web-based materials can change or disappear at any time, you must cite the date on which you accessed the information.

I need to cite a website and don’t know where to look for ‘bibliographic’ information
Finding bibliographic information (author, date, publishing information etc) for printed sources like books is relatively easy; the required details are usually on the first few pages. With electronic sources, finding the relevant information is not always so straightforward. You may need to look a little harder and be resourceful.

• How do I find the author of a webpage?
If authorship of a site or web page is ascribed to an individual, then cite them as author. If you can’t see a specific named author, then identify the organisation that published the information. In such cases, ascribe authorship to the smallest identifiable organisational unit.

To find this information:
• scroll down to the bottom of the webpage and look at the footer information.
• Look for an ‘about’ link.
• Look at the page header for organisational logos or other identification.
• If there is no information on the webpage you want to cite, go to the home page of the website and look for author information there.

• Who is the publisher of a website?
The term publisher is used here to cover both the traditional idea of a publisher of printed sources, as well as organisations responsible for maintaining websites. In this case, look for the largest identifiable unit.

• Finding the date on a webpage
  • The date of publication is often provided in the footer area of the page with the author’s name.
  • If a Web document includes both a creation date and the date it was last updated, cite only the ‘last updated’ date.
  • If a web document has no date, check the site homepage. If a date is available there, cite that.
  • If you are citing a wiki, check the history of the page and cite the date of the most recent revision.

How do I reference a Web page that lists no author?
When there is no author for a web page, the title moves to the first position of the reference entry. See the Table of Citations for an example.

What if a website has no date?
Use the abbreviation n.d. (no date) when the electronic publication date is not available. See the Table of Citations for an example.

TIP: If factual or statistical information has no date, don’t use it.

What if there’s no author, publisher or date?
If you can’t find date, author or publisher information on a specific webpage, use the information from the site’s home page.

TIP: In the unlikely event that you can’t find any information, cite the url of the site as the author. However, if the sponsorship and authorship of a site can’t be identified, think twice about using the site for your research.