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### Introduction

The author-date system originated atHarvardUniversity, and although they no longer produce a standard guide to referencing, a version of the author-date system is still commonly referred to as the Harvard style. Other author-date referencing styles include Chicago, APA, and MLA. The Harvard Style of referencing is widely accepted in scholarly circles. Each reference is indicated in the text by the author and date of the publication cited, sometimes with added information such as page numbers. The full details of these references are listed at the end of the text in a Reference list. There are many different styles or ways of using the Harvard or author-date system. This document is meant only as a guide. It is important that you check with your School as to what they require for referencing. You may be penalized for not conforming to your School’s requirements. Further details and examples may be found in the Style manual for authors, editors, and printers. Electronic resources are not adequately addressed in the

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In-text references In the text of your essay or thesis you should identify your source by giving, in parentheses, the author's name and year of publication of the work to which reference has been made. From the textual reference, the reader can turn to the alphabetical list of references for full publication details. Page numbers are essential if directly quoting from a work, use single quotation marks, and the relevant page numbers. If the work being referred to is long then page numbers may be useful to the reader. For example, Larsen noted ‘ many of the facts, in this case, are incorrect’. OR ’Many of the facts, in this case, are incorrect’.

## Reference

1. Style manual for authors, editors, and printers 2002, 1998.
2. Tomlinson, 1999.
3. Bauman, Z 1998.
4. Globalizationandculture, Polity Press, Oxford. Tomlinson, J 1999, Globalization: the human consequences, Routledge, London.