

# Cheat Sheet – how to cite references according to the Harvard Style Guide

## Cite sources with different authors

Author	In parentheses	In running text	In the reference list
<b>One author</b>	(Latimer 2007 <sup>1</sup> )	Latimer (2007) points out that...	Latimer, J. (2007). <i>Advanced qualitative research for nursing</i> . Blackwell.
<b>Two authors</b>	(Panter & Sterba 2011)	Panter and Sterba (2011) suggest that one explanation for this may be...	Panter, A. T. & Sterba, S. K. (2011). <i>Handbook of ethics in quantitative methodology</i> . Routledge.
<b>Three authors</b>	(Benbow, Walsh & Gill 2001)	Benbow, Walsh and Gill (2001) also showed this relationship...	Benbow, S. J., Walsh, A. & Gill, G. V. (2001). Brittle diabetes in the elderly. <i>Journal of the Royal Society of Medicine</i> , 94(11), pp. 578-580.
<b>Four or five authors</b>	<b>First time:</b> (Goworek, Fisher, Cooper, Woodward & Hiller 2012) <b>Subsequently:</b> (Goworek et al. 2012)	<b>First time:</b> Based on Goworek, Fisher, Cooper, Woodward, and Hiller (2012) ... <b>Subsequently:</b> According to Goworek et al. (2012)...	Goworek, H., Fisher, T., Cooper, T., Woodward, S. & Hiller, A. (2012). The sustainable clothing market: an evaluation of potential strategies for UK retailers. <i>International Journal of Retail &amp; Distribution Management</i> , 40(12), pp. 935–955. doi:10.1108/09590551211274937
<b>Six or more authors</b>	(Bruning et al. 2015)	This is shown by Bruning et al. (2015)...	Bruning, A. H., Heller, H. M., Kieviet, N., Bakker, P. C., de Groot, C. J., Dolman, K. M. & Honig, A. (2015). Antidepressants during pregnancy and postpartum haemorrhage: a systematic review. <i>European Journal of Obstetrics, Gynecology, and Reproductive Biology</i> , 189, pp. 38-47. doi:10.1016/j.ejogrb.2015.03.022
<b>Book with editor(s)</b>	(Muthu & Gardetti 2016)	In Muthu and Gardetti's (2016) book...	Muthu, S. S. & Gardetti, M. A. (eds.) (2016). <i>Green fashion</i> . Springer. doi:10.1007/978-981-10-0245-8
<b>Chapters in book with editor(s)</b>	(Zachrisen 2018)	...Zachrisen (2018) writes about this.	Zachrisen, B. (2018). Recognizing children's diverse backgrounds: democracy and equality in preschool. In Johansson, E., Emilson, A. & Puroila, A.-M. (eds.) <i>Values education in early childhood settings: concepts, approaches and practices</i> . Springer, pp. 231-247. doi:10.1007/978-3-319-75559-5_14
<b>Authority/organisation as author</b>	(Swedish Environmental Protection Agency 2021)	This is explained by the Swedish Environmental Protection Agency (2021) in its report as a...	Swedish Environmental Protection Agency (2021). <i>The Swedish EPA's roadmap for the sustainable use of plastics: inspiring action</i> . <a href="https://www.naturvardsverket.se/4a63c8/globalassets/media/publikationer-pdf/6900/978-91-620-6998-8.pdf">https://www.naturvardsverket.se/4a63c8/globalassets/media/publikationer-pdf/6900/978-91-620-6998-8.pdf</a>
<b>Long name/acronym</b>	<b>First time:</b> (International Federation of Library Associations and Institutions [IFLA] 2007) <b>Subsequently:</b> (IFLA 2007)	<b>First time:</b> The International Federation of Library Associations and Institutions (IFLA) (2007) states the following reasons...	International Federation of Library Associations and Institutions (IFLA) (2007). <i>Guidelines for library services to babies and toddlers</i> (IFLA professional report 100). <a href="http://archive.ifla.org/VII/d3/pub/Profrep100.pdf">http://archive.ifla.org/VII/d3/pub/Profrep100.pdf</a>

<sup>1</sup> Please note that in many educational programmes at the university, it is recommended that students also indicate in the in-text citation on which page the information can be found, e.g. (Dahlberg 1997, pp. 12-15)

Subsequently...according to IFLA (2007).

## Cite several sources at once

Type of reference	In parentheses	In running text	In the reference list
<b>Several works by the same author with the same year of publication</b>	(Albers 1972a, 1972b)	Albers (1972a, 1972b) stresses the importance of...	Albers, J. (1972a). <i>Formulation: articulation. Portfolio 1</i> . Abrams. Albers, J. (1972b). <i>Formulation: articulation. Portfolio 2</i> . Abrams.
<b>Several authors with the same last name</b>	(Ekelund, C. 2002) (Ekelund, M. 2002)	C. Ekelund (2002) compared...	Ekelund, C. (2002). <i>How to govern relationships and established commitments: a study of standardized products in mature industrial markets</i> . Diss. Copenhagen Business School.  Ekelund, M. (2002). <i>Intestinal bypass and total parenteral nutrition: changes in gut function and morphology</i> . Diss. Lund University.
<b>Multiple publications by the same author in the same in-text reference</b>	(Francke 2019, 2022)	Francke (2019, 2022) demonstrates this in several studies...	Francke, H. (2019). The academic web profile as a genre of "self-making." <i>Online Information Review</i> , 43(5), 760–774. doi:10.1108/OIR-12-2017-0347  Francke, H. (2022). Trust in the academy: a conceptual framework for understanding trust on academic web profiles. <i>Journal of Documentation</i> , 78(7), pp. 192–210. doi:10.1108/JD-01-2021-0010
<b>Multiple authors in the same in-text reference</b>	(Belanger, Bliquez & Mondal 2012; Kellum, Mark & Riley-Huff 2011)	Both Belanger, Bliquez and Mondal (2012) and Kellum, Mark and Riley-Huff (2011) have examined...	Belanger, J., Bliquez, R. & Mondal, S. (2012). Developing a collaborative faculty-librarian information literacy assessment project. <i>Library Review</i> , 61(2), pp. 68-91. doi:10.1108/00242531211220726  Kellum, K. K., Mark, A. E. & Riley-Huff, D. A. (2011). Development, assessment and use of an on-line plagiarism tutorial. <i>Library Hi Tech</i> , 29(4), pp. 641-654. doi:10.1108/07378831111189741