

Bachelor's seminar Referencing 2020

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Photo:Tuomas Uusheimo



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Content of the lecture

- 1) why and how to cite
- 2) Harvard style
- 3) Number-based style
 - alphabet number style
- 4) footnote style
- 5) referencing exercise
- 6) reference management tools (RefWorks)



Why and how to cite



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Where to find information for referencing

- Successfull information retrieval is the basis for a good thesis.
- You should have the key information sources within.
- Choose the best and most essential sources.
- Remember reference lists.
- Verify the reliability of the information sources.

Why you have to reference

- The original publication should be found based on the bibliographic reference → reader can get more information on the topic and check that the information has been used correctly.
- Credit will be given to the work done by other researchers.
- You can show where the information is from.
- You can show how well you have familiarised yourself with the topic.

When to cite

- When you cite other persons' text, you have to cite.
- plagiarism = copying other persons' ideas, results or wording
- Write in such a way that your own thoughts and information from others can be distinguished.
- Basic information does not need referencing.
- "direct quotations" in quotations marks

How to cite 1/2

- Follow primarily the instructions of your own school or discipline.
- Be consequent – use always the same style both for in-text citations and bibliographic references.
- Do not reference imperfectly or unclearly.
- Use guides for help.

How to cite 2/2

- When there is not a person author, the institution should be put as the author.
- Entries in the language of the bachelor's thesis.
- Each bibliographic reference is ended with a full stop.

Referencing has two parts

- in-text citation: citation in a correct place of the text
 - bibliographic reference: exact information of the source
 - reference list: only the sources you have cited in your thesis
-





Harvard style aka name-year -style



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In-text citation

- Armitage (2007, 90-93) has shown that in machines causing vibrations...
- According to a report on planning a screw connection (McPhee 1999, 50) it should be taken into consideration that...

Bibliographic reference of a book

Amjad, Z. (2000). Advances in crystal growth inhibition. New York, New York, USA: Kluwer Academic Publishers. 277 p. ISBN 0-3064-6499-3.

- **This is not Aalto referencing style, but one way to do Harvard.**

Bibliographic reference to a printed article

- Datye, K.R., Gore, V.N. (1994).
Application of natural geotextiles and
related products. Geotextiles and
Geomembranes, vol. 13:6-7. P. 371-388.
ISSN 0266-1144.

Bibliographic reference to a thesis –is this correct?

- Heino, K. (1992). Ice loads against marine structures. Master's thesis. Department of construction and surveying. P. 90

A better bibliographic reference

- Heino, Kirsi. (1992). Ice loads against marine structures. Master's thesis. Department of construction and surveying, Helsinki University of Technology. Espoo. 90 p. <http://urn.fi/URN:NBN:fi:aalto-202002182237>.



Reference list (1)

- bibliographic references in alphabetical order
- year right after the author(s)
- If same author has several publications on same year these are separated with alphabets a,b,c (both in-text citation and reference list)

Reference list (2)

- Hakala, Juha T., Hughes, Liisa, Hughes, Glyn. (2000). Creative thesis writing. Helsinki: Gaudeamus. 126 p. ISBN 9516627862.
- Oliver, Paul. (2004). Writing your thesis. London: SAGE Publications. 197 p. ISBN 0761942298X.



Number-based style



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In-text citation

- Armitage [1, 90-93] has shown that in machines causing vibrations...
- According to a report on planning a screw connection [2, 50] it should be taken into consideration that...

Bibliographic reference to a book

3. Amjad, Z. Advances in crystal growth inhibition. New York, New York, USA: Kluwer Academic Publishers, 2000. 277 p. ISBN 0-3064-6499-3.

Bibliographic reference to a printed article

4. Datye, K.R., Gore, V.N. Application of natural geotextiles and related products. Geotextiles and Geomembranes, 1994, vol. 13:6-7. P. 371-388. ISSN 0266-1144.

Bibliographic reference to an electronic article(ISO 690)

5. Lassalle, V. L; Failla, M. D; Vallés, E. M; Martin-Martinez, J. M. *Chemical modification of styrene-butadiene-styrene co-polymer by grafting of N-carbamyl maleamic acid*. Journal of adhesion science and technology. 2005, vol. 18:15. P. 1849-1860 [viewed 1.6.2020]. ISSN 1568-5616 [online]. Available from: doi:10.1163/1568561042708359.

(you can leave these out)

doi-identification

- doi = digital object identifier
- a unique code for an electronic article
- You can search in Aalto-Finna (Article Search) and Google Scholar.

- Use either way but not both:

doi:10.1163/1568561042708359

<https://doi.org/10.1163/1568561042708359>

Article number instead of page numbers

- Chen, J., Cheng, S., Xie, H., Wang, L. & Xiang, T. Equivalence of restricted Boltzmann machines and tensor network states, Physical Review B, 2018, 97(8), 085104.
<https://doi.org/10.1103/PhysRevB.97.085104>.
- Nowadays articles have often article numbers (**085104**) instead of page numbers.

Bibliographic reference to a standard

- 6. SFS 5989. Lähde- ja tekstiviitteitä koskevat ohjeet. Helsinki: Finnish Standards Association, 2012. 41 p.
- (available in Aalto-Finna in SFS Online database, examples in English!)

Reference list 1/2

- bibliographic references in chronological order i.e. the same order as in the thesis
- publication year among publication information

Reference list 2/2

1. Murray, Rowena. How to Write a Thesis. 3rd ed. Maidenhead, England: McGraw Hill, 2011. 346 p. ISBN 9780335244294. Available from:

<https://ebookcentral.proquest.com/lib/aalto-ebooks/reader.action?docID=729520>

2. Oliver, Paul. Writing your thesis. London: SAGE Publications. 2004. 197 p. ISBN 0761942298X.



Alphabet number system

- Reference list is organised alphabetically and numbered accordingly.
 - In-text citation is the number from the reference list i.e. in-text citations are not in chronological order.
 - Bibliographic references are similar to those in number-based system.
-



Footnote system



In-text citation

- Vibrations in machines cause¹...
 - The reference at the bottom of the page:

¹ Mäkinen, P. & Lahtinen, S. Safety of the machinery. P. 90.
 - Numbering can start from the beginning on every page or chapter or it can run consistently through the whole work.
 - The references at the bottom of the page can be short or complete.
-

Reference list

- bibliographic references in alphabetical order
- publication year among publication information as in number-based system





Referencing exercise



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Exercise: bibliographic reference to a journal article

- Author(s). (year) (*Harvard style*). Title. Journal's name, year (*number-based style/footnote style*), volume: journal number. Pages. ISSN. doi.

Model answer: Harvard style

Sellers, S., Ebi, K.L., Hess, J. (2019).
Climate Change, Human Health, and Social
Stability: Addressing Interlinkages.
Environmental Health Perspectives, vol.
127:4, p. 1-10. ISSN 0091-6765.
<https://doi.org/10.1289/EHP4534>.

Model answer number-based system

1. Sellers, S., Ebi, K.L., Hess, J. Climate Change, Human Health, and Social Stability: Addressing Interlinkages. Environmental Health Perspectives, 2019, vol. 127:4. p. 1-10. ISSN 0091-6765.
<https://doi.org/10.1289/EHP4534>.

Reference management tools

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What's the use?

- Saving search results in one place.
- In-text citations automatically.
- Reference list automatically according to the chosen style: BibTeX, Harvard British Standard 2010, ISO 690:2010(E) (Numeric Method)

Reference management tools

- Citavi, EndNote (not free)
- CiteULike, JabRef, Mendeley, Zotero (free at least initially)
- RefWorks (not free, but available at Aalto)
- Microsoft Word's (simple)
- Wikipedia: [Comparison of reference management software](#)

RefWorks

- In most databases there is a link for exporting references to RefWorks
- [RefWorks Guide](#)



RefWorks Citation Manager & Write-N-Cite

- They work together with Microsoft Word.
- They make in-text citations and reference list according to the chosen style.
- You can download them to your computer.

NB!

- Put enough effort also to the details mentioned previously as:
- In-text citations and bibliographic references give an overview of the quality and reliability of your thesis.