

REFERENCING STYLE SHEET

ACCORD requires the use of the author-date style (also known as the Harvard). For the purpose of adding extra details, comments or references which may distract attention from the argument in the text, footnotes may be used sparingly.

In all the examples provided below, please note the use of punctuation.

Setting out a list of references

Arrange the list in alphabetical order, according to the surnames of the authors of the various works.

Use the minimum of capitals in titles. For instance:

Peacekeeping and gender issues in southern Africa

Book

Walker, A. (1983) *The color purple*. London, The Women's Press.

Books written by more than one author

Two authors:

Bukatko, D. and Daehler, M.W. (1992) *Child development: a topical approach*. Boston, Houghton Mifflin Company.

Three authors:

Buscemi, S.V., Nicolai, A.H. and Strugala, R. (1996) *The basics: a rhetoric and handbook*. New York, McGraw-Hill.

Chapter in a book

Davis, L. (1998) Where do we stand? In: Gardner, P. ed. *New directions*. Cambridge, Cambridge University Press. pp. 25–27.

Journal article

Eades, D. (2005) Applied linguistics and language analysis in asylum seeker cases. *Applied Linguistics*, 26 (4), pp. 503–526.

Newspaper article

Carnie, T. (2003) Rejoice kicks ass. *The Mercury*, 14 March, p. 2.

Sowetan. (2002) Making a difference. *Sowetan*, 9 July, p. 6.

Thesis

Thresher, Z. (1998) An investigation of the causes and consequences of peri-urban conflict. M.Soc.Sc. thesis, University of KwaZulu-Natal.

Conference paper (unpublished)

Stanislavsky, T. (1987) The role of justice in poverty alleviation. Paper presented at the Conference for Human Rights, February 22–24, in Stellenbosch, South Africa.

Digital video disc (DVD)

Walking wounded: domestic violence and abuse. (2001) Directed by Petra Cotzee. Johannesburg, Africana Imagery [video: DVD].

The layout is identical for a **35 mm film**, but the last part of the entry would read [film: 35 mm].

Television programme

Carte Blanche. (1999) Human body parts trafficking. Johannesburg, M-Net, 3 June, 19:00.

Interview (taped)

Naidoo, S. (2006) Interview with the author on 7 July. Bloemfontein. [Cassette recording in possession of author].

Article on a web page

Fordyce, T. (2004) Doping in sport. *BBC News* [Internet], 12 August. Available from: http://news.bbc.co.uk/2/hi/health/medical_notes/3559882.stm [Accessed 8 July 2006].

groundWork. (2003). Thor Chemicals to be held accountable for poisoning

workers, community and the environment. *groundWork* [Internet], 12 March. Available from: <http://www.groundwork.org.za/Press%20Releases/thor_chemicals.htm> [Accessed 24 March 2003].

Website

World Health Organization. (2006) *World Health Organization (WHO)* [Internet]. Available from: <<http://www.who.int/en/>> [Accessed 7 July 2006].

Chapter in an online book

Miah, A. (no date) Gene-doping: sport, values and bioethics. In: Glasa, J. ed. *The ethics of human genetics* [Internet]. Strasburg, Council of Europe. pp. 171–180. Available from: <<http://64.233.183.104/search?q=cache:hgF999j9WjepIJ:www.media.paisley.ac.uk/andy>> [Accessed 6 July 2006].

Online journal article

Marzke, M.W. and Marzke, R.F. (2000) Evolution of the human hand: approaches to acquiring, analysing and interpreting the anatomical evidence. *Journal of Anatomy* [Internet], July, 197 (1), pp. 121–140. Available from: <<http://journals.cambridge.org/action/displayAbstract?fromPage=online&aid=53047>> [Accessed 2 June 2003].

Online newspaper article

Kirsten, J. (2004) Beneficiaries battle to reap harvest of land reform. *Business Day* [Internet], 21 December. Available from: <<http://www.businessday.co.za/Articles/TarkArticle.aspx?ID=1340094>> [Accessed 8 October 2005].

Personal e-mail

Dodge, P. (pdodge@supportforce.co.za), 9 January 2008. Re: trauma debriefing of refugees. E-mail to M. McPhee (mcphee@gmail.com).