



AJCR REFERENCING STYLE SHEET

ACCORD requires the use of the author-date style (also known as the Harvard style). This style is simple and clear, and renders footnotes for referencing details obsolete. In all the examples provided below, please note the use of punctuation.

Setting out a list of sources

Arrange the list in alphabetical order, according to the surnames of the authors of the various works. Please use first names of authors whenever available. When not available, however, use initials.

Use the minimum of capitals in titles. For instance:

Peacekeeping and gender issues in southern Africa

Book

Walker, Alice 1983. *The color purple*. London, The Women's Press.

Books written by more than one author

Two authors:

Bukatko, Danuta and Marvin W. Daehler 1992. *Child development: A topical approach*. Boston, Houghton Mifflin Company.

In the text: (Bukatko and Daehler 1992:10) / Bukatko and Daehler (1992:10) wrote ... [If the reference is not related to a quotation, paraphrase or specific contents, the page number(s) may of course be left out.]

Three or more authors:

Buscemi, Santi V., Albert H. Nicolai and Richard Strugala 1996. *The basics: A rhetoric and handbook*. New York, McGraw-Hill.

In the text: (Buscemi et al. 1996:20) / Buscemi and others (1996:20) emphasise ...

Chapter in a book

Davis, Lisa 1998. Where do we stand? In: Gardner, Peter S. ed. *New directions*. Cambridge, Cambridge University Press. pp. 25–27.

Journal article

Eades, Diana 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. Durban, 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Conference paper (unpublished)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, 22–24 February, in Stellenbosch, South Africa.

Digital video disc (DVD) and other audio-visual material

Walking wounded: Domestic violence and abuse 2001. Directed by Petra Coetzee. Johannesburg, Africana Imagery [video: DVD].

The layout is identical for other audio-visual material, but the last part of the entry would read [film: 35 mm or audio: CD etc.].

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].

Interview (anonymous)

Non-attributable comment by UN official on 7 July 2009. New York.

Article on a web page

Fordyce, T. 2004. Doping in sport. *BBC News*, 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*, 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)*. Available from:
<<http://www.who.int/en/>> [Accessed 7 July 2006].

Chapter in an online book

Miah, Andy No date. Gene-doping: sport, values and bioethics. In: Glasa, J ed. *The ethics of human genetics*. 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 R. F. Marzke 2000. Evolution of the human hand: Approaches to acquiring, analysing and interpreting the anatomical evidence. *Journal of Anatomy*, 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, Johann 2004. Beneficiaries battle to reap harvest of land reform. *Business Day*, 21 December. Available from: <<http://www.businessday.co.za/Articles/TarkArticle.aspx?ID=1340094>> [Accessed 8 October 2005].

Personal e-mail

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