Oxford Referencing Guide

School of Philosophy and Theology

**Based on the '*Oxford Guide to Style'*

THE UNIVERSITY OF
NOTRE DAME
AUSTRALIA

The Oxford Referencing style is a standardised format of acknowledging sources of information used in academic writing, and is the style used in the School of Philosophy and Theology at the University of Notre Dame Australia, Sydney. Referencing is an essential part of assignments and it must be done correctly or penalties may apply.

Plagiarism is the copying or paraphrasing of work from another source without acknowledging the author of that work. Plagiarism affects the academic integrity of both the individual and the University, and is not acceptable (see University *General Regulations* 8.3 & 8.5. and also the UNDA Policy: *Academic Misconduct*).

To reference correctly you need to include both footnotes within your work and a reference list at the end of the assignment. The reader can then follow the footnoted citation to the full details in the reference list. **References cited in text must be included in the reference list, and vice-versa.** Additional books that have been read and which have influenced your thinking on the essay topic may be placed in a bibliography following the reference list.

Note: this guide is designed primarily for students enrolled in the school of Philosophy and Theology. If you are studying a Core Unit, you may reference in the style that your School uses.

Footnoting

Within the assignment you must acknowledge where information has come from through the use of footnotes. Most word processers now include an easy to use 'insert footnote' option. In the Oxford style of referencing you are required to insert a footnote at the end of any text which contains a quote, paraphrase, or simply the use of ideas derived from another source. Generally, this will involve placing a footnote at the end of the sentence (after the full stop mark). However, if one sentence contains more than one idea or paraphrased source you may insert a footnote within the sentence itself. Footnotes are marked by 'superscript' numbers, e.g., "[1]" with a corresponding note at the foot (bottom) of the page. Look at the examples given in the middle column of the referencing guide that follows and read the notes, if you are unsure ask one of your lecturers or tutors.

Quotations - if less than 40 words then the quote should be enclosed within double quotation marks " ".

- Quotations of more than 40 words should be set out in a block, commencing on a new line and indented 5 spaces from the left hand margin. Quotation marks are not used for the block.

Acronyms - should be spelled out in full on first mention and the acronym given in square brackets. In subsequent mentions the acronym only is allowed, e.g.: The World Health Organization [WHO] stated in 1996 that this had become an epidemic. Subsequent reports by WHO confirm these earlier findings …….

Reference Lists

The Reference list is given at the end of the work on a separate page. It gives the author's surname and first name, the title, and publication details such as the edition, place and year of publication. Electronic resources will also need the database name or website address.

The Reference list must be set out correctly. It should:

- ❖ be in alphabetical order using the surname of the author (**DO NOT** list books, journals, websites separately)
- ❖ use the title of the material if there is no author
- ❖ use *italics* for the title of the book, website name, journal name and volume number.
- ❖ use consistent size and type of font
- ❖ be consistent and accurate in details given
- ❖ have **NO** bullet points or numbering

Author

- ❖ Use the surname of the author, followed by their first name. Do not put in any titles such as Dr. or Professor. Use an ampersand (&) between two authors, or between the second last and last authors. Corporate or organisation names may be used for the author.

Date

- ❖ For books and journals use the publication year of the work; for online information from the World Wide Web **(**WWW**)** use the year given or the "last updated" information. If there is no date use the notation (n.d.).

Title

- ❖ Use *italics* for the title of books, and the names of journals (**not** the title of the article within the journal). Journal titles must be spelled out in full, e.g. *Journal of Sports Medicine*, not *J Sports Med*.

Capitalisation

- ❖ Please capitalize the words comprising the title as provided in the publication details of the reference

Place of publication

- ❖ For locations give the city, however if the city is not well known or likely to be confused with another location of the same name, provide state or country details. States can be abbreviated, country names are written in full. If several places of publication are listed on a book, give the first one only.

Publishers

- ❖ Give the name of the publisher as briefly as possible; normally you do not need the words Publishers, Co., Ltd. or Incorporated.
- ❖ Where the author of the work is also the publisher write the word - Author - for the publisher's name.

DOI

- ❖ The Digital Object Identifier (DOI) is a unique numbering system for identifying content objects in the digital environment. It is used for articles accessed via an online database, online publisher collection, online scholarly archive or the internet and replaces the retrieval statement previously used in referencing. You may need to open either the bibliographic abstract or full text of an article to find the DOI. If a DOI is available you do not need to give the database name or URL. If a DOI is not available then a retrieval statement incorporating either the name of the database or the URL is needed (see examples under journals on following pages). **The School of Philosophy & Theology prefers students to cite the database name rather than the DOI.**

URL References

- ❖ The URL (Internet address) should **not** be underlined or a different colour. Most word processing packages will automatically underline the URL. To get rid of this (if using MS Word) highlight the URL, go to the Toolbar – Insert – Hyperlink – Remove Link.

Common abbreviations

ed. (eds.) = Editor (Editors)

Ed. = edition

Rev.Ed. = Revised edition

n.d. = no date

p. (pp.) = page (pages)

Suppl. = supplement

et al. = and others

Ibid = same as immediately previous footnoted reference

Op.Cit = same reference as previously referenced (where you are only using one reference by that author)

Loc.cit = same journal article as previously referenced (where you are only using one journal article by that author)

Formatting your assignments

It is important to present your assignment in the correct way. For the School of Philosophy & Theology please follow the guidelines set out below.

NB: Different types of assignments, such as tutorial assessments, might require different formatting. Consult with your lecturer or refer to your course outline for further information if you are unsure.

Cover Sheet

All assignments must be submitted with the correct University of Notre Dame cover sheet before 4pm on the due date to the school office (unless other arrangements are made by your lecturer).

Title Page

Do not include a title page. A university cover page is sufficient.

Layout

Unless otherwise specified in the assignment guide, your assignments should be submitted with the following layout:

- ❖ Margins -- 3cm for the left and 2cm for the right.
- ❖ Justification -- left.
- ❖ Spacing -- 1.5 or double line spacing.
- ❖ Paragraphs -- do not leave lines between paragraphs. Instead, indent the first line of each paragraph with one tab space.
- ❖ As a general guide, each paragraph should discuss only one main point and should not be too long (generally between 3 and 6 sentences in length)
- ❖ Font -- use a simple font which is easy to read. Either Arial in size 11 or Times New Roman in size 12 are recommended.
- ❖ Italics are used sparingly and is generally only used to indicate the title of a text or a specialist philosophical or theological term or words from a language other than English.
- ❖ Underlining and fancy scripts should never be used.
- ❖ Page numbers should be inserted as a header or footer beginning on the first page of the essay (not assignment cover sheet).

The following pages give some examples of how to reference different types of resources.

Books	footnote citation First time cited	footnote citation Subsequent times cited	Reference list
One author	Simon Blackburn, *Think*, p.5	Blackburn, *Think*, p.6	Blackburn, Simon, *Think* (Oxford: Oxford University Press, 1999)
		If you cite Blackburn more than once in a row you can then simply cite this text as: *Ibid.*, p.6	
		If you cite Blackburn more than once in the same essay, and are only using one reference by Blackburn, you can cite subsequent references (not right after each other) to this text as: Blackburn, *Opcit.*, p.6	
		You can also cite this reference (if you are citing more than one text from the same author) in this way: Blackburn, *OpCit.*, 1999, p.6	
Two authors	Samuel Enoch Stumpf & James Fieser, *Philosophy: History and Problems*, p.20	Stumpf & Fieser, *Philosophy*, p.25	Stumpf, Samuel Enoch., Fieser, James., *Philosophy: History and Problems*, 7th Ed. (Boston: McGraw Hill, 2008)
Three to six authors **(The first time cited in-text list all authors' surnames, subsequent entries use the first surname and et al.)**	Bacon, Brook, & Stumpf, *An Introduction to Ontology*, p.5	Bacon, et al., *An Introduction to Ontology*, p.10	Bacon, Francis., Brook, Agnes., & Cicero, Stumpf, *An Introduction to Ontology* (Sydney: UNDA Press, 2009)
Reference Books	*Oxford History of the Classical World*, ed. John Boardman, Jasper Griffin, & Osywn Murray, p.20	*Oxford History of the Classical World*, p.25	*Oxford History of the Classical World*, John Boardman, Jasper Griffin, & Osywn Murray (Eds.) (Oxford: Clarendon Press, 1926)

Second or later edition	Louis P. Pojman, *Introduction to Philosophy: Classical and Contemporary Readings*, p.56	Pojman, *Introduction to Philosophy*, p.67	Pojman, Louis P., *Introduction to Philosophy: Classical and Contemporary Readings*, 3rd Ed. (Oxford: Oxford University Press, 2004)
Book with an editor	E. Ruspini, P. Bonissone, & W. Pedrycz (eds.), *Handbook of Fuzzy Computation*, p.34	Ruspini, et al., *Handbook of Fuzzy Computation*, p.58	Ruspini, E., Bonissone, P., & Pedrycz, W. (eds.), *Handbook of Fuzzy Computation* (London: Institute of Physics Publishing, 1998)
Chapter in edited work	Robyn Barnacle, 'Gut Instinct: the body and learning', in *Exploring Education Through Phenomenology*, p.17	Robyn Barnacle, 'Gut Instinct', p.19	Barnacle, Robyn., 'Gut Instinct: the body and learning', in Gloria Dall'Alba (ed.), *Exploring Education Through Phenomenology: diverse approaches* (Malden: Wiley-Blackwell, 2009)
Books with a translator	Martin Heidegger, *Being and Time*, p.#	Martin Heidegger, *Being and Time*, p.# (or *Ibid*., or *OpCit*.,)	Heidegger, Martin., *Being and Time*, John Macquarrie & Edward Robinson (trans.) (New York: Harper & Row, 1962)
Several sources are cited at once	E. S. Brightman, 'Religion as a Philosophical Problem', *Approaches to the Philosophy of Religion, A Book of Readings,* p.5. F. Ferre, *Basic Modern Philosophy of Religion*, pp31-33. R. Fisher, 'Philosophical Approaches', *Approaches to the Study of Religion,* Peter Connolly (ed.) pp.106-107. Ninian Smart, *The Philosophy of Religion,* pp.3-4	NA	NA
Secondary reference: *Referring to an author (**primary reference**) read about in another publication (**secondary reference**)* **NB: Try to locate the primary source if possible**	Socrates as quoted by Mark McPherran, *The Religion of Socrates*, p.34	NA	McPherran, Mark., *The Religion of Socrates* (University Park: The Pennsylvania State University Press, 1996)

E-books	footnote First time cited	footnote citation Subsequent times cited	Reference list
*Same as books **BUT** you must also cite the name of the database the book has been retrieved from*	Author's name, *Book Title*, page number(s)	Author's name, *Book Title*, page number(s) (or) *Ibid*., p.# (or) Authors name, *OpCit*., p.#	Last Name, First Name., *Book Title* (Place: Publisher, Year) (Database Name)
Journals	**footnote** First time cited	**footnote** Subsequent times cited	**Reference list**
Journal article in print **Rules for multiple authors same as books.**	Author's Name, 'article title', *Journal title*, Vol.#:Issue#, Year, page(s)	Author's name, 'article title', page number(s)	Last Name, First Name., 'article title', *Journal Title*, Vol#:Issue#, Year, page numbers of article
*Journal article – **Electronic** -- with a DOI*	Author's Name, 'article title', *Journal title*, Vol.#:Issue#, Year, page(s)	Author's name, 'article title', page number(s)	Last Name, First Name., 'article title', *Journal Title*, Vol#:Issue#, Year, page numbers of article (database name)
WWW	**Footnote** First time cited	**footnote** Subsequent times cited	**Reference list**
*The School of Philosophy and Theology, Sydney strongly discourages students from using internet sources for academic research. However, there are a few Internet sources that are genuinely credible sources of research. You should **only** ever use an internet source if, and only if, you have checked with your unit coordinator as to the intellectual quality and academic reliability of the source.*			
Document on the WWW (with author)	Aristotle, 'Metaphysics', p.#	Aristotle, 'Metaphysics', p.#	Aristotle, 'Metaphysics', in *Aristotle in 23 Volumes*, Vols.17, 18, Hugh Tredennick (trans.) (Cambridge, MA, Harvard University Press, 1989) < http://www.perseus.tufts.edu>
Document on the WWW (with author) – 2nd example	J. Malpas, 'Donald Davidson', *The Stanford Encyclopedia of Philosophy*	J. Malpas, 'Donald Davidson', *The Stanford Encyclopedia of Philosophy*	Malpas, J., "Donald Davidson", *The Stanford Encyclopedia of Philosophy,* Edward N. Zalta (ed.) (Winter 2003 Edition) <http://plato.stanford.edu/archives/win2003/entries/davidson/>

Other Specialist texts in Philosophy & Theology	Footnote or in-text First time cited	Footnote or in-text Subsequent times cited	Reference list
The Bible	If a footnote: Gen. 1:3 If in-text: (Gen. 1:3)	If a footnote: Gen. 1:3 If in-text: (Gen. 1:3)	Same as with a normal book
The Summa Theologica	If in a footnote: Aquinas, *Summa Theologica*, Ia-IIae, Q.1, Art.1 in-text: (*ST*, Ia-IIae, Q.1, Art.1)	If in a footnote: Aquinas, Summa Theologica, Ia-IIae, Q.1, Art.1 in-text: (ST, Ia-IIae, Q.1, Art.1)	Same as with a normal book
Ancient Greek Philosophical texts. Most Ancient Greek Philosophical works contain the page and line number which is what we use to cite them. The example I give next to this is a citation of the first page of Aristotle's *Metaphysics*	Footnote: Aristotle, *Metaphysics*, Book 1, 980^{a}25 In-text: (980^{a}25)	Footnote: Aristotle, *Metaphysics*, Book 1, 980^{a}25 In-text: (980^{a}25)	Aristotle, 'Metaphysics', in *The Complete Works of Aristotle: the revised Oxford translation*, Jonathan Barnes (ed.), (Princeton: Princeton University Press, 1995)
Online Images and Artwork	Artist's name, *artwork name*, year of creation	Artist's name, *artwork name*	Artist's name, artwork name, year of creation (filetype) <http://address> date of access
Thesis	Author's Name, 'Thesis Title', page #	Author's Name, 'Thesis Title', page # Or *Ibid*., p.# (if directly after initial citation) or Author's Name, *OpCit*., page# or if more than one title by the same author: Author's name, OpCit., Year, p.#	Last Name, First Name., 'Thesis Title', PhD Thesis (University, Year)
Personal Communications		In a telephone conversation on 6 August 2007, Dr Lawrence stated that... **OR** Evidence given (C. Lawrence, personal communication, 6 August, 2007) ...	**Personal communications such as conversations, letters, personal email messages and messages on bulletin boards/discussion lists, are not usually included in a reference list unless specifically requested by your lecturer.**

Bible Dictionaries, Single-Volume Commentaries & Multi-Volume Commentaries (see *CMS* sections 17.68 - 17.75)

Tips for citing Bible dictionaries, single-volume commentaries & multi-volume commentaries:

- ➢ Cite the section about your book of the Bible as a book chapter (see examples below)
- ➢ Cite the author of the section (e.g. the chapter on Luke); the author's name is usually given at the beginning or end of the essay.
- ➢ If your source lists a chief or head editor, you only need to cite that person. However, if your source lists multiple editors without designating a clear leader, you need to cite all the editors.

	Footnote First time cited	**Footnote or in-text** Subsequent times cited	**Reference list**
	1. Author1 First name last name and Author2 First name Last name, "Title of Chapter," in *Title of book*, ed. Editor's name. (Place: Publisher, Year), Volume number: Page number.		Author1 Last name, First name and Author2 First name Last name. "Title of Chapter." In *Title of book,* edited by Editor's name, Page numbers. Place: Publisher, Year published.
Bible dictionary example:	1. Nahum M. Sarna, "Book of Exodus," in *The Anchor Bible Dictionary*, ed. David Noel Freedman (New York: Doubleday, 1992), 2:690.	(Sama, *Book of Exodus*, 1992, 2:690).	Sarna, Nahum M. "Exodus, Book of." In *The Anchor Bible Dictionary*, edited by David Noel Freedman, Vol. 2, 689-700. New York: Doubleday, 1992.
Single-volume commentary example:	1. Pheme Perkins, "The Gospel According to John," in *The New Jerome Biblical Commentary*, eds. Raymond E. Brown, Joseph A. Fitzmyer, and Roland E. Murphy (London: Geoffrey Chapman, 1995), 945.		Perkins, Pheme. "The Gospel According to John." In *The New Jerome Biblical Commentary*, edited by Raymond E. Brown, Joseph A. Fitzmyer, and Roland E. Murphy, 942-985. London: Geoffrey Chapman, 1995.
Multi-volume commentary example:	1. M. Eugene Boring, "The Gospel of Matthew," in *The New Interpreter's Bible*, ed. Leander E. Keck (Nashville: Abingdon Press, 1994), 8:94.		Boring, M. Eugene. "The Gospel of Matthew." In *The New Interpreter's Bible*, edited by Leander E. Keck, Vol. 8, 89-505. Nashville: Abingdon Press, 1994.

Book-length commentaries of a single book of the Bible (see *CMS* sections 17.90-17.95; 17.274)

Tips for citing Book-length commentaries:

- ➢ Include the series title in your citation (e.g. The Anchor Bible).
- ➢ The name of the series editor is usually omitted.

Tips for citing Ancient Christian Commentary:
- ➢ In your bibliography, you need to cite both Ancient Christian Commentary AND the original source.
- ➢ To find the information about the original source, look for a footnote number at the end of the excerpt you are citing. A footnote at the bottom of the page will provide an acronym and page number (e.g. OCC 267-68). Look up this acronym in the *Abbreviations* section at the front of the Ancient Christian Commentary volume, where you will find the full citation information.

	Footnote First time cited	**Footnote or in-text** Subsequent times cited	**Reference list**
Book-length commentary of 1 book of the Bible	1. John Bright, *Jeremiah*. The Anchor Bible (Garden City, NY: Doubleday, 1965), 60.		Bright, John. *Jeremiah*. The Anchor Bible. Garden City, NY: Doubleday, 1965.
Book-length commentary – series editor omitted (see Tips)	1. John R. Donahue and Daniel J. Harrington, *The Gospel of Mark*. Sacra Pagina (Collegeville, MN: Liturgical Press, 2002), 195.	1. Donahue & Harrington, *The Gospel of Mark*, 2002, 195.	Donahue, John R. and Daniel J. Harrington. *The Gospel of Mark*. Sacra Pagina. Collegeville, MN: Liturgical Press, 2002.
Patristic Commentary:	1. Origen, *Contra Celsum*. Translated with an Introduction and Notes by Henry Chadwick. Cambridge University Press, 1953, 267-68, quoted in Joseph T. Lienhard, ed., *Exodus, Leviticus, Numbers, Deuteronomy*, Ancient Christian Commentary (Downers Grove, IL: InterVarsity Press, 2001), 102.		Lienhard, Joseph T., ed., *Exodus, Leviticus, Numbers, Deuteronomy*. Ancient Christian Commentary. Downers Grove, IL: InterVarsity Press, 2001. Origen. *Contra Celsum*. Translated with an Introduction and Notes by Henry Chadwick. Cambridge University Press, 1953. Quoted in Lienhard, 102.
"Overview" section in Ancient Christian Commentary	1. Arthur A. Just, ed., "Overview, Luke 3:1-20," in *Luke,* Ancient Christian Commentary (Downers Grove, IL: InterVarsity Press, 2001), 57.		Just, Arthur A., ed. "Overview, Luke 3:1-20." In *Luke,* 57-58. Ancient Christian Commentary. Downers Grove, IL: InterVarsity Press, 2001.

Other Biblical Reference Sources (see *CMS* sections 17.26-17.30; 17.68 - 17.75; 17.239; and *Online! A Reference Guide to Using Internet Sources http://www.bedfordstmartins.com/online/cite7.html*)

Tips for citing other Biblical reference sources:
- ➤ If your source has individual authors for each essay, cite the item as a book chapter (see Bible Dictionary example)
- ➤ If your source is written by a single author, cite the entire book, rather than the specific chapter (see examples below):

	Footnote First time cited	**Footnote or in-text** Subsequent times cited	**Reference list**
Biblical History source:	1. J.A. Thompson, *Handbook of Life in Bible Times* (Downers Grove, IL: Inter-Varsity Press, 1986), 83.		Thompson, J.A. *Handbook of Life in Bible Times*. Downers Grove, IL: Inter-Varsity Press, 1986.
Online Biblical reference source:	1. John H. Hayes, "Moses," in *The Oxford Guide to People and Places of the Bible*, eds. Bruce M. Metzger and Michael D. Coogan (Oxford: Oxford University Press, 2001). *Oxford Reference Online*, Oxford University Press (accessed December 11, 2006).		Hayes, John H. "Moses." In *The Oxford Guide to People and Places of the Bible*, edited by Bruce M. Metzger and Michael D. Coogan. Oxford: Oxford University Press, 2001. *Oxford Reference Online*, Oxford University Press (accessed December 11, 2006).
Papal document. In this case an Apostolic Exhortation	Pope Benedict XVI, Post-Synodal Apostolic Exhortation *Sacramentum caritatis*. English translation: The Eucharist as the Source and Summit of the Church's Life and Mission (22 February 2007) 22*. *Number after date of publication is the paragraph cited in the student's work. It is NOT a page number. Thus, the symbol § can be used (indicates "paragraph") So, 22 or §22, or §§22-24 for more than one paragraph.	Benedict XVI, (*Sacramentum caritatis,* 22 (Hereafter, SC))* If Pope is introduced in sentence: (*Sacramentum caritatis,* 22) *(SC 31) Just abbreviation and paragraph number	Benedict XVI, Pope. Post-Synodal Apostolic Exhortation *Sacramentum caritatis*. English translation: The Eucharist as the Source and Summit of the Church's Life and Mission (22 February 2007). (You would add the website and date it was accessed if you got it off the internet.)
A national liturgical resource	USCCB Bishops' Committee on the Liturgy, *Introduction to the Order of Mass: A Pastoral Resource of the Bishops' Committee on the Liturgy*. Washington DC: USCCB, 2003. Also called *Pastoral Introduction to the Order of Mass* (No. 5-544) §5.		Bishops' Committee on the Liturgy, USCCB. *Introduction to the Order of Mass: A Pastoral Resource of the Bishops' Committee on the Liturgy*. Washington DC: USCCB, 2003. Also called *Pastoral Introduction to the Order of Mass* (No. 5-544)

Magisterial document from a Vatican office.	Congregation for Divine Worship and the Discipline of the Sacraments. Fifth Instruction *Liturgiam authenticam*. English translation: *For the Right Implementation of the Constitution on the Sacred Liturgy of the Second Vatican Council* (28 March 2001), §35.	(CDWDS, *Liturgiam Authenticam*, 35)	Congregation for Divine Worship and the Discipline of the Sacraments. Fifth Instruction *Liturgiam authenticam*. English translation: *For the Right Implementation of the Constitution on the Sacred Liturgy of the Second Vatican Council* (28 March 2001). (You would add the website and date it was accessed if you got it off the internet.)
Example of 3 different kinds of documents from same pope. Notice they are listed by <u>date order</u>, not name or type.	1. Pope John Paul II, World Day of Peace Message *Peace with God the Creator, Peace with All of Creation.*, 1990. http://www.vatican.va/holy_father/ john_paul_ii/messages/peace. (accessed) 3 6. Pope John Paul II, Apostolic Letter *Dies Domini*. English translation: *On Keeping the Lord's Day Holy* (31 May 1998). 24 15. Pope John Paul II, Encyclical Letter *Ecclesia de Eucharistia*. English translation: On the Eucharist in Its Relationship to the Church. (17 April 2003) 17.		John Paul II, Pope. World Day of Peace Message *Peace with God the Creator, Peace with All of Creation.*, 1990. http://www.vatican.va/holy_father/ john_paul_ii/messages/peace. (accessed) -----Apostolic Letter *Dies Domini*. English translation: *On Keeping the Lord's Day Holy* (31 May 1998). -----Encyclical Letter *Ecclesia de Eucharistia*. English translation: On the Eucharist in Its Relationship to the Church. (17 April 2003).
Document of 2nd Vatican Council	Second Vatican Council. Constitution on the Liturgy *Sacrosanctum Concilium* (4 December 1963) 10. (Hereafter SC)	(Second Vatican Council. Constitution on the Liturgy *Sacrosanctum Concilium* 4 December 1963, 10)	Second Vatican Council. Constitution on the Liturgy *Sacrosanctum Concilium* (4 December 1963). (You would add the website and date it was accessed if you got it off the internet.)
Liturgical Rites book.	*Rite of Penance,* New York: Catholic Book Publishing Co, 1975, 76^ ^Usually a paragraph number.	(*Rite of Penance*, 76)	*Rite of Penance.* New York: Catholic Book Publishing Co, 1975.

| Article retrieved from ATLA Religion Database: | John J. Kilgallen, "The Elder Son." *Expository Times* 115, no. 6 (2004): 186-189. *ATLA Religion Database with ATLASerials.* EBSCOhost (accessed December 13, 2006) 188. | (Kilgallen, *Expository Times*, 188) | Kilgallen, John J, "The Elder Son." *Expository Times* 115, no. 6 (2004): 186-189. *ATLA Religion Database with ATLASerials.* EBSCOhost (accessed December 13, 2006). |

REMEMBER: You must check your references carefully before handing in your assignments. If you are unsure or have an item that does not have an example given above, check the *Oxford Style Manual* or ask at the Library. Please note however, that Library staff CANNOT check or proof-read assignment reference lists for students.

See below for an example of how the Reference List should be presented. The reference list below is also a list of some of the better 'Reference Style Guides' available.

References

Style manual for authors, editors and printers, 6th ed., (Canberra: Australian Government Publishing Services, 2002) **: St. Benedict's Library, Broadway holds two copies of the 6th edition, 2002.**

McIntosh, Lawrence D., *A style manual for the presentation of papers and theses in religion and theology* (Wagga Wagga, NSW: Centre for Information Studies,1994)

Ritter, R.M. (ed.), *The Oxford Style Manual* (Oxford: Oxford University Press, 2003): **Held at St. Benedict's Library, Broadway**

Turabian, Kate L., *Manual for writers of terms papers, theses, and dissertations*. 6th ed., (Chicago, IL: University of Chicago Press, 1996) **: held at St. Benedict's Library, Broadway.**

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Sample Reference List:

Aristotle, 'Metaphysics', in *Aristotle in 23 Volumes*, Vols.17, 18, Hugh Tredennick (trans.) (Cambridge, MA, Harvard University Press, 1989) < http://www.perseus.tufts.edu>

Aristotle, 'Metaphysics', in *The Complete Works of Aristotle: the revised Oxford translation*, Jonathan Barnes (ed.), (Princeton: Princeton University Press, 1995)

Bacon, Francis., Brook, Agnes., & Cicero, Stumpf., *An Introduction to Ontology* (Sydney: UNDA Press, 2009)

Barnacle, Robyn., 'Gut Instinct: the body and learning', in Gloria Dall'Alba (ed.), *Exploring Education Through Phenomenology: diverse approaches* (Malden: Wiley-Blackwell, 2009)

Blackburn, Simon., *Think* (Oxford: Oxford University Press, 1999)

Heidegger, Martin., *Being and Time*, John Macquarrie & Edward Robinson (trans.) (New York: Harper & Row, 1962)

Malpas, J., "Donald Davidson", *The Stanford Encyclopedia of Philosophy,* Edward N. Zalta (ed.) (Winter 2003 Edition) <http://plato.stanford.edu/archives/win2003/entries/davidson/>

McPherran, Mark., *The Religion of Socrates* (University Park: The Pennsylvania State University Press, 1996)

Oxford History of the Classical World, John Boardman, Jasper Griffin, & Osywn Murray (eds.) (Oxford: Clarendon Press, 1926)

Pojman, Louis P., *Introduction to Philosophy: Classical and Contemporary Readings*, 3rd Ed. (Oxford: Oxford University Press, 2004)

Ruspini, E., Bonissone, P., & Pedrycz, W. (eds.), *Handbook of Fuzzy Computation* (London: Institute of Physics Publishing, 1998)

Stumpf, Samuel Enoch., Fieser., James, *Philosophy: History and Problems*, 7th Ed. (Boston: McGraw Hill, 2008)