

## St Matthew's Academy Library Helpsheets

### Creating a Bibliography

A Bibliography should contain all of the sources that you have cited (quotes and ideas that are not your own ) as well as any sources that you have read during your research.

It should be on a separate page at the end of your essay/report. The list of resources should be in alphabetical order by authors' surname. If a source doesn't have an author/editor and is produced by an organisation ( e.g BBC, Scottish Government) rather than an individual, you'd use this instead of a name.

### What details do I include in my Bibliography?

#### Book

Author, A (year of publication) Book' *Title*, Place of publication: Publisher

e.g Mitton, J (2016) *Moon* (Eyewitness) London: Dorling Kindersley  
Spilsbury, L & Spilsbury, R (2018) *Light and sound* (Essential Physical Science)  
London, Raintree

#### Web sources

Author, A (year of publication/update) title. Available from: URL (Accessed: date)

e.g Ball, J (2017) *Canine virus threatens Siberian tiger*. Available from:  
[www.bbc.co.uk/news/science-environment-24535799](http://www.bbc.co.uk/news/science-environment-24535799) (Accessed 21<sup>st</sup>  
January 2020)  
Richard, D (2018) *Ten freaky forces of nature*. Available from:  
[http://kids.nationalgeographic.co.uk/kids/stories/spacescience/freaky-  
forces-of-nature](http://kids.nationalgeographic.co.uk/kids/stories/spacescience/freaky-forces-of-nature) (Accessed 24th January 2020)

#### Journal/Newspaper Article

Author (date) 'Title of article' Title of journal, issue information, page number(s)

e.g Cameron, L (2020) '£1.7 m upgrade for wind study facility' in *The Herald*, 11<sup>th</sup>  
January, p7  
Stone, G (2020) 'Mountains in the sea' in *National Geographic*, Vol 222 (3), pp  
65-8

## Referencing

### Book Sources

Author (Surname, Initial

Mitton, J

Date (year of Publication)

2016

Title (in italics)

*Moon*

Series (if there is one)

Eyewitness

Place of publication, Publisher:

London, Dorling Kindersley

Use these details to form the basis of your reference list or Bibliography

#### **Setting the reference out correctly:**

Author's surname, Author's forename 1<sup>st</sup> initial (year of publication) Title  
(series) Place of publication, publisher

Mitton, J (2016) *Moon* (Eyewitness) London: Dorling Kindersley

## Web Sources

Author (Surname, Initials) – if available

Ball, J

Date (year of Publication/last updated)

2017

Title (in *italics*)

*Canine virus threatens Siberian tiger*

Website address (URL)

[www.bbc.co.uk/news/science-environment-24535799](http://www.bbc.co.uk/news/science-environment-24535799)

Date you looked at the website

21<sup>st</sup> January 2020

### **Setting the reference out correctly:**

Author's surname, Initials (year of publication) Title, Available at : URL  
(Accessed: date)

If there is no available author/editor use the organisation name instead  
and failing that just use the title, followed by the date.

Ball, J (2017) *Canine virus threatens Siberian tiger*. Available from:  
[www.bbc.co.uk/news/science-environment-24535799](http://www.bbc.co.uk/news/science-environment-24535799) (Accessed 21<sup>st</sup>  
January 2020)

## Articles from Newspapers/Journals

Author (Surname, Initials)

Cameron, L

Date (year of Publication)

2020

Title

£1.7m upgrade for wind study

Title of Journal (in *italics*, use a capital letter for each word except small linking words such as and, of, the, for)

*The Herald*

Issue information (Volume/ issue number)

11<sup>th</sup> January 2020

Page number

Pg 7

### **Setting the reference out correctly:**

Author(date) 'Title of article' *Title of journal*, issue information, page number

Cameron, L (2020) '£1.7 m upgrade for wind study facility' in *The Herald*, 11<sup>th</sup> January, p7

## Articles reprinted in a book

Author (Surname, Initials)

Rush, Kevin

Date (year of Publication)

2017

Title

A paparazzo speaks

Title of Journal the article appeared in (in italics)

*The Guardian*

Title of book you found the article in

Essential Article 20

Date (year of Publication) of book

2019

Page number

P128

### **Setting the reference out correctly:**

Author (date) 'Title of article' *Title of original publication* In Title of book, issue information (date) page numbers

Rush, Kevin (2017) 'A paparazzo speaks' *The Guardian* in Essential Article 20 (2019) p128