REFERENCE TECHNIQUES

BEDEE1-V RIS WORKSHOP
By
Madely du Preez
Hannalie Knoetze
And Mabel Minishi-Majanja

CITING SOURCES

- When using ideas or arguments of other authors or present facts obtained from their works, we must cite the sources where these ideas and facts were found.
- A List of References is a combined list of all the sources cited in one document.
- This is also known as a Bibliography or a List of Sources
- A list including sources that were consulted but not cited, it is a List of Sources Consulted.

CITING SOURCES Continued

Sources are cited by:

- Clearly identifying the SOURCE (author and work) in which the facts, ideas or arguments were found.
- Precisely stating where (on which PAGE of the source) the material was found.
- The technique of referring to sources is called "reference techniques".

CITING SOURCES (continued)

Different types of sources are described using different methods.

The referencing method used by the Dept of Environmental Education, Unisa, is known as the Harvard method.

CITING BOOKS

Books are separately published monographs A reference for a book includes the following elements (in this order):

- Author(s) name(s) and initials
- Date of publication
- Title of the book (underlined / italics)
- Edition
- Place of publication:
- Publisher.

CITING BOOKS Title page

Finding your way in QUALITATIVE RESEARCH

Elizabeth Henning
With Wilhelm van Rensburg
And Brigitte Smit

Van Schaik Publishers

CITING BOOKS Verso of Title page

Published by Van Schaik Publishers 1064 Arcadia Street, Hatfield, Pretoria All rights reserved Copyright 2004

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First edition 2004

ISBN 0 627 02545 5
Commissioning editor Leanne Martini
Production manager Ernst Schlatter
Editorial coordinator Julia Read

CITING BOOKS

Completed citation:

Henning, E, Van Rensburg, W & Smit, B. 2004. *Finding your way in qualitative research*. Pretoria: Van Schaik.

CITING BOOKS

- What happens when there are more than 3 authors?
- Give the name of the first author only followed by (et al).
- What happens if the book does not have a publication date?
- [nd] or [19--?] or [20--?]

CITING BOOKS GROUP ACTIVITY

ECOLOGICAL LITERACY

Educating our children for a sustainable world

By

Michael K Stone

And

Zenobia Barlow

3rd edition

San Francisco
University of California
2005.

CITING COLLECTED WORKS

- A Composite book or collected work is a book that consists of a number of chapters that were written by different authors. This book will have an editor or compiler.
- The citation will now have a title entry.

CITING COLLECTED WORKS Title page

Global perspectives in environmental adult education

Edited by
Darlene E. Clover
With the assistance of
Sandra Tan.

New York Lang Books c2004

CITING COLLECTED WORKS Citation

Global perspectives in environmental adult education. 2004. Edited by DE Clover with the assistance of S Tan. New York: Lang Books.

CITING COLLECTED WORKS ACTIVITY

Environmental education

Some South African perspectives

Editor:

C.P. Loubser

Pretoria
Van Schaik
2005

CITING A CHAPTER FROM A BOOK

When citing a chapter in a collected work each reference should include the following elements:

- Author(s) name(s) and initials
- Date of publication of the book
- Title of chapter as it appears in the book
- Title of collected work as it appears on the title page
- Editor(s) name(s) and initials
- Place of publication
- Publisher
- Page numbers on which the chapter appears (both beginning and end page numbers)

CITING A CHAPTER FROM A BOOK

Chapter 2

Re-invigorating Pastoralist Environmental Practices Through Collective Learning

A Case study of Nomadic Ethnic Groups of Northern Kenya

By

Rosa Muraguri-Mwololo

This chapter constitutes of a case study of nomadic ethnic groups of Northern Kenya

(this chapter concluded on page 40)

CITING A CHAPTER FROM A BOOK

Muraguri-Mwololo, R. 2004. Re-invigorating pastoralist environmental practices through collective learning: a case study of nomadic ethnic groups of Northern Kenya, in *Global perspectives in environmental adult education* / edited by DE Clover with the assistance of S Tan. New York: Lang Books:23-40

CITING A CHAPTER FROM A BOOK - ACTIVITY

Chapter 8
Women, Literacy, and environmental Adult
Education in Sudan
By
Salwa B Tabiedi.

This chapter appears on pages 71-84 of Global perspectives in environmental adult education / edited by Darlene E. Clover with the assistance of Sandra Tan. It was published in 2004 in New York by Lang Books.

CITING A THESIS

- A Thesis or dissertation reports on personal research and is written as part of a university degree.
- A thesis is not a published information source.
- A citation of a thesis will include the following:
- Author's name and initials
- Date of publication
- Title (not in italics or underlined)
- Degree
- University

CITING A THESIS TITLE PAGE

An evaluation of the implementation of the "School environmental policy and management plan" in schools in Mpumalanga

By

Aletha Maria de Lange

D.ED Thesis
University of South Africa
2004

CITING A THESIS

De Lange, AM. 2004. An evaluation of the implementation of the "School environmental policy and management plan" in schools in Mpumalanga. Thesis (D.Ed) – University of South Africa.

CITING A THESIS ACTIVITY

Household participation in domestic waste disposal and recycling in the Tshwane Metropolitan Area

An environmental education perspective

By
Agnes Jonton Kamara

M.Ed Thesis
University of South Africa
2006

Citing a paper-based journal article

Bibliographical information

Elements of the reference

Completed citation

Group activity

Citing an online journal article

Bibliographical information

Elements of the reference

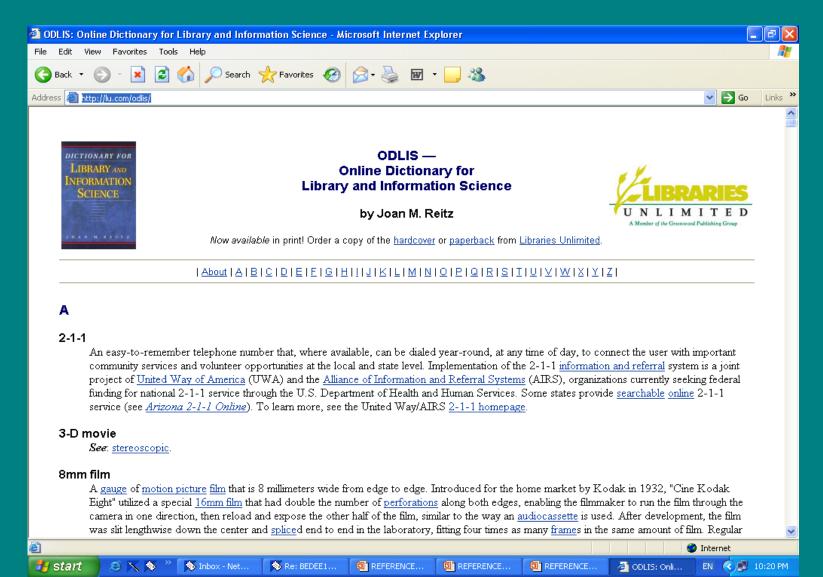
Completed citation

Group activity

An electronic publication or a website also contains published information.

A citation of an electronic publication will include the following:

- Author (if available)
- Date website was created
- Title of website (in italics)
- URL
- Date accessed



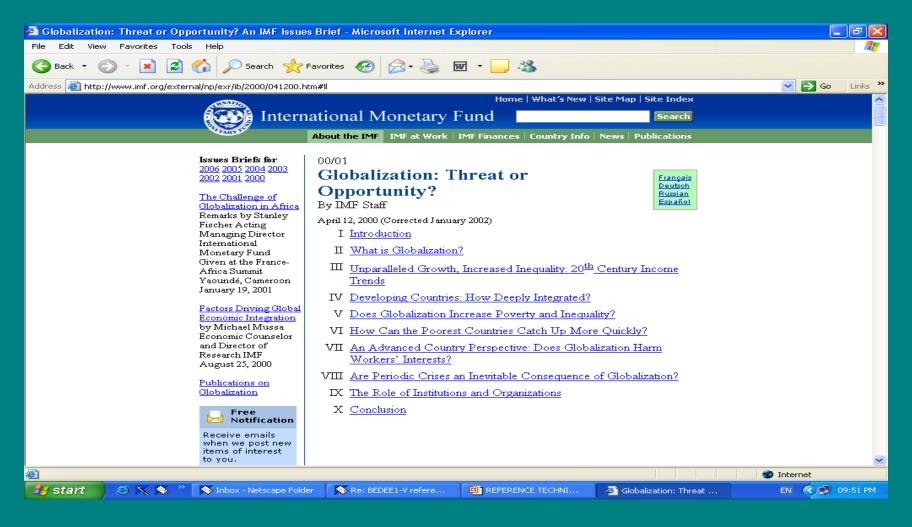
Reitz, JM. 2004. Online Dictionary of Library and Information Science. Available: http://lu.com/odlis/ (accessed 21 June 2006)

CITING OTHER ELECTRONIC PUBLICATIONS (Continued)



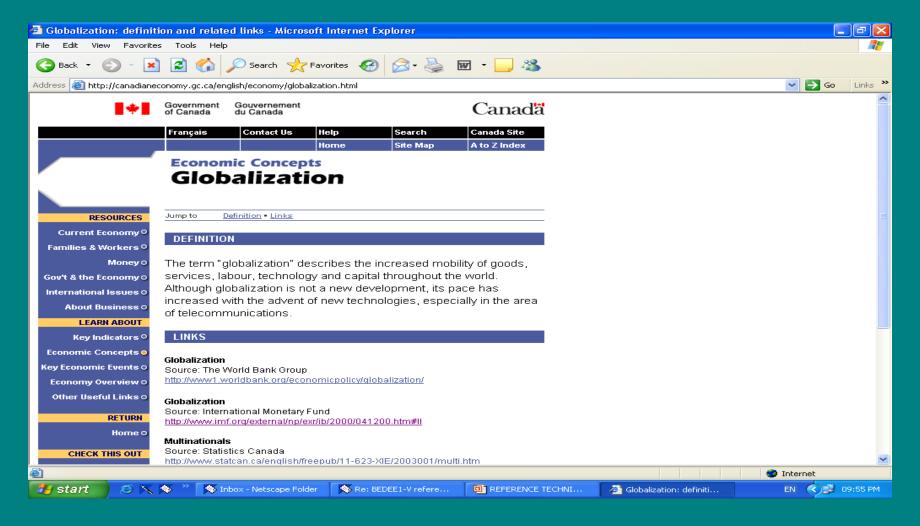
 Mapp, F. 2002. Mapping IT: Seven Initiatives for Success. AMD Website. Available: http://www.amd.com/us-en/Processors/ComputingSolutions/0,,30
 288_1907_6669, 00.html (accessed: 24

July 2006)



International Monetary Fund (IMF). 2000. Globalization: Threat or Opportunity? Available:

http://www.imf.org/external/np/exr/ib/2000/041200.htm#ll (accessed 22 July 2002).



Canada. Government. 2002. *Economic concepts: globalisation*. Available: http://canadianeconomy.gc.ca/english/economy/globalization.html (accessed 22 July 2002).

- Accenture, Markle & UNDP. 2001. Creating a development dynamic: final report of the digital opportunity initiative. Available: http://www.opt-init.org/framework.onepage/onepage.html#2-2-2-html (accessed 2 August 2004).
- Association of African Universities (AAU). 2000. *ICTs in higher education institutions in Africa: annex 4; summary of on-line discussions at the Technical Experts meeting on the use and application of ICTs in higher education institutions in Africa, 17-19 May 2000 at the University of Dar-es-Salaam. Available:*

http://www.aau.org/english/documents/aau-ictreport-toc.html (accessed 7 May 2002).

CITING OTHER ELECTRONIC PUBLICATIONS - ACTIVITY



Solutions to activities

- Environmental education: some South African perspectives. 2005. Editor, CP Loubser. Pretoria: Van Schaik.
- Global perspectives in environmental adult education 2004. Edited by DE Clover with the assistance of S Tan. New York: Lang Books.
- Golden, DS. 2002. The blind men and the earth: an environmental parabale. *Harvard International Review*, 24(3). http://hir.harvard.edu/articles/1076/. Also available: *Intelligence*, 24(3), 2002 (Accessed:23 June 2006).
- Kamara, AJ. 2006. Household participation in domestic waste disposal and recycling in the Tshwane Metropolitan Area: an environmental education perspective. Thesis (M.Ed.) University of South Africa.
- Muraguri-Mwololo, R. 2004. Re-invigorating pastoralist environmental practices through collective learning: a case study of nomadic ethnic groups of Northern Kenya, in *Global perspectives in environmental adult education / edited by DE Clover with the assistance of S Tan.* New York: Lang Books

Solutions to activities (Continued)

- Stone, MK & Barlow, Z. 2005. *Ecological literacy: educating our children for a sustainable world.* 3rd ed. San Francisco: University of California.
- Tabiedi, SB. 2004. Women, literacy and environmental adult education in Sudan, in *Global perspectives in environmental adult education /* edited by DE Clover with the assistance of S Tan. New York: Lang Books:71-84.
- Theron, K. 2006. Fish heads are good for children. *Science in Africa: Africa's First Online Science Magazine, (49).* Online: http://www.scienceinafrica.co.za (Accessed:23 June 2006)
- Wildlife and Environment Society of South Africa (WESSA). 2005. Celebrating 80 years of environmental education. Available: http://www.wildlifesociety.org.za/ (Accessed: 24 June 2006)