# What to record to accurately reference your sources

**Articles in journals or periodicals**
- Author's full name*
- Date of publication (including day, month and year if applicable)
- Title of article
- Title of journal or periodical in which the article appears
- Volume number
- Issue number (if applicable)
- Page numbers
- Electronic database or web address (if online version was used)

**Books**
- Author's full name*
- Year of publication
- Title of book (taken from title page, not front cover)
- Title of series (if applicable)
- Edition (if other than first)
- Editor, reviser, compiler, or and translator (if other than author)
- City of publication
- Publisher/Publishing house

**Works of art**
- Author's full name
- Title of work
- Year of work
- Medium
- Size of work
- Location of work in a city, building or museum

**Electronic sources**
- Author's full name*
- Date of publication#
- Title of article, web page or section
- Title of website (if applicable)
- Date you retrieved the information
- Web address

---

* This information is often at the bottom of a web page and is often indicated by ©.
* An author's name may be an organisation name, particularly in the case of websites.

More information on referencing @
www.cite.auckland.ac.nz