### What to record

**Electronic sources**
- Author's full name*  
- Date of publication  
- Article Title  
- Journal Title in which the article appears  
- Volume number  
- Issue number (if applicable)  
- Page numbers range  
- Author's full name

**Books**
- Author's full name*  
- Date of publication  
- Book title (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) [if applicable]  
- Place of publication  
- Publisher  
- DOI (Digital Object Identifier) or Database Name or Web address (if online version was used)

**Book chapter/section**
- Author's full name*  
- Date of publication of book  
- Chapter title  
- Book title (taken from title page, not front cover)  
- Title of series (if applicable)  
- Volume number (if applicable)  
- Page number range of the chapter  
- Edition (if other than first)  
- Editor, reviser, compiler, or/and translator (if other than author) [if applicable]  
- Place of publication  
- Publisher  
- DOI (Digital Object Identifier) or Database Name or Web address (if online version was used)

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

*An author's name may be an organisation name, particularly in the case of websites. A web address (URL) used

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