

# Ultimate Citation Cheat Sheet

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## How to Cite a Book

	Template	Example
<b>APA</b>	Author surname, Initial(s). (Year). <i>Title</i> (ed.). Publisher location: Publisher	Mitchell, J.A., Thomson, M., & Coyne, R.P. (2017). <i>A guide to citation</i> (2 <sup>nd</sup> ed.). London, England: My Publisher
<b>MLA</b>	Last name, first name. <i>Title</i> . <i>Title of container</i> , Contributors, Version, Number, Publisher, Year of publication.	Mitchell, James A. <i>A Guide to Citation</i> . 2 <sup>nd</sup> ed, My London Publisher, 2017.
<b>Harvard</b>	Author surname(s), initial(s). (Year Published) <i>Title</i> . Edition. Place of publication: publisher.	Mitchell, J.A. and Thomson, M. (2017) <i>A guide to citation</i> . 3 <sup>rd</sup> edn. London: London Publishings.

## How to Cite an Edited Book

	Template	Example
<b>APA</b>	Author surname, initial(s). (Ed(s).). (Year). <i>Title</i> (ed.). Place: Publisher	Williams, S.T. (Ed.). (2015). <i>Referencing: A guide to citation rules</i> (3 <sup>rd</sup> ed.). New York, NY: My Publisher
<b>MLA</b>	Last name, first name, editor. <i>Title</i> . <i>Title of container</i> , Contributors, Version, Number, Publisher, Year of publication. Or Last name, first name. <i>Title</i> . <i>Title of container</i> , edited by Contributors, Version, Number, Publisher, Year of publication.*	Troy, Ben N., editor, and Mary Smith. <i>A Guide to Citation Rules</i> . Oxford Publishers, 2015. Or Coyne, Kate and Nick A. Smith. <i>MLA Citation Rules</i> . Edited by Chris Andrews, New York Publishings, 2004.
<b>Harvard</b>	Editor surname(s), initial(s). (eds.) (Year Published). <i>Title</i> . Edition. Place of publication: publishers	William, S.T. (eds.) (2015) <i>Referencing: a guide to citation rules</i> . New York: My Publisher

\* This is the same way to cite a translated book except the term ‘translator’ or ‘translated by’ is used, depending on the format of the reference.

## How to Cite a Chapter from an Edited Book

	Template	Example
<b>APA</b>	Last name of the chapter author, initial(s). (Year). Chapter title. In editor initial(s), surname (Ed.). <i>Title</i> (ed., pp.chapter page range). Location: Publisher	Troy, B.N. (2015). APA citation rules. In S.T, Williams (Ed.). <i>A guide to citation rules</i> (2 <sup>nd</sup> ed., pp. 50-95). New York, NY: Publishers.
<b>MLA</b>	Author name(s). “Chapter Title”. <i>Title of Book</i> , edited by Contributors, Version, Number, Publisher, Year of Publication, Page number/range.	Mitchell, James A. “MLA Citation”. <i>A Guide to Citation</i> , edited by Sam T. Williams, My London Publisher, 2017, pp. 107-134
<b>Harvard</b>	Author names. (Year published). ‘Title of chapter’ in editor(s) surname, initials (ed(s).) <i>Title of book</i> . Edition. Place of publication: publisher, page numbers.	Troy B.N. (2015) ‘Harvard citation rules’ in Williams, S.T. (ed.) <i>A guide to citation rules</i> . New York: NY Publishers, pp. 34-89.

## How to Cite an E-Book

	Template	Example
<b>APA</b>	Author surname, initial(s) (Ed(s).). (Year). <i>Title</i> (ed.). Retrieved from URL	Mitchell, J.A., Thomson, M., & Coyne, R.P. (2017). <i>A guide to citation</i> . Retrieved from <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a>
<b>MLA</b>	Last name, first name. <i>Title</i> . Title of container, Contributors, edition, e-book, Number, Publisher, Year of publication.	Troy, Ben N., et al. <i>A Guide to Citation</i> . 2 <sup>nd</sup> ed, e-book, New York Publishers, 2010.

<b>Harvard</b>	Author surname(s), initial(s). (Year published). <i>Title</i> . Edition. <i>Name of e-book collection</i> [online]. Available at: URL or DOI (Accessed: day month year).	Mitchell, J.A., Thomson, M. and Coyne, R.P. (2017) <i>A guide to citation. E-book library</i> [online]. Available at: <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a> (Accessed: 10 September 2016)
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To cite an e-book chapter, apply the rules in the edited book chapter section.

## How to Cite a Journal Article

	<b>Template</b>	<b>Example</b>
<b>APA</b>	Author surname, initial (s). (Year). Article title. <i>Journal Title</i> , Volume Number(issue or part number, optional), page numbers. DOI or Retrieved from URL*	Mitchell, J.A. (2017). Citation: Why is it so important. <i>Mendeley Journal</i> , 67(2), 81-95. Retrieved from <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a>
<b>MLA</b>	Author name(s). "Article Title". <i>Title of journal</i> , contributors, version, numbers, date of publication, location. Title of database, DOI or URL*	Mitchell, James A. "Citation: Why is it Important". <i>Mendeley Journal</i> , vol. 4, no. 6, Summer 1999, pp .607-674. Journal Database, <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a>
<b>Harvard</b>	Print Reference: Author names. (year) 'Title of article', Title, volume(issue/season etc), page numbers. Online Reference: Author surname(s), initial(s). (Year) 'Title of article', <i>Title of journal</i> , volume(issue/season) [online]. Available at: URL or DOI (Accessed: day month year)	Mitchell, J.A. 'How citation changed the research works', <i>The Mendeley</i> , 62(9), p70-81. Or Mitchell, J.A. 'How citation changed the research works', <i>The Mendeley</i> , 62(9) [online]. Available at: <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a> (Accessed: 15 November 2016)

\* These sections are only added if the article was retrieved online.

## How to Cite a Newspaper Article

	Template	Example
<b>APA</b>	Author surname, initial(s). (Year, Month Day). Title. <i>Title of Newspaper</i> , column/section, p. or pp. Retrieved from URL*	Mitchell, J.A. (2017). Changes to citation formats shake the research world. <i>The Mendeley Telegraph</i> , Research News, pp.9-12. Retrieved from <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a>
<b>MLA</b>	Author name(s). "Article Title". <i>Title of newspaper</i> , contributors, version, numbers, date of publication, location. Title of database, DOI or URL*	Mitchell, James A. "Changes to citation formats shake the research world". <i>The Mendeley Telegraph</i> , weekend edition, vol. 62, no. 9, 6 September 2017, pp. 9-12. Newspaper Database, <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a>
<b>Harvard</b>	Print Reference: Author surname(s), initial(s). (Year) 'Article Title', <i>Newspaper Title</i> (edition), day month, page number(s). Online Reference: Author surname(s), initial(s). (Year) 'Article Title', <i>Newspaper Title</i> (edition), day month [online]. Available at: URL or DOI (Accessed: day month year)	Mitchell, J.A. (2017) 'Changes to citation formats shake the research world', <i>The Mendeley Telegraph</i> (Weekend edition), 6 July, pp.9-12. Or Mitchell, J.A. (2017) 'Changes to citation formats shake the research world', <i>The Mendeley Telegraph</i> (Weekend edition), 6 July [online]. Available at: <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a> (Accessed: 15 November 2016)

\* These sections are only added if the article was retrieved online.

## How to Cite a Magazine Article

	Template	Example
<b>APA</b>	Author surname, initial(s). (Year, month day). Title. <i>Title of the Magazine</i> , pp. Retrieved from URL*	Mitchell, J.A. (2017). How citation changed the research world. <i>The Mendeley</i> , pp. 70-81. Retrieved from <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a>

<b>MLA</b>	Author name(s). "Article Title". <i>Title of magazine</i> , contributors, version, numbers, date of publication, location. Title of database, DOI or URL*	Mitchell, James A. "How Citation Changed the Research World". <i>The Mendeley</i> , weekend edition, vol. 47, no.12, 6 September 2017, pp. 70-81. Magazine Database, <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a>
<b>Harvard</b>	Print Reference: Author surname(s), initial(s). (Year) 'Article Title', <i>Magazine Title</i> (edition), day month, page number(s). Online Reference: Author surname(s), initial(s). (Year) 'Article Title', <i>Magazine Title</i> (edition), day month [online]. Available at: URL or DOI (Accessed: day month year)	Mitchell, J.A. (2017) 'How Citation Changed the Research World', <i>The Mendeley</i> , 6 July, pp.70-81. Or Mitchell, J.A. (2017) 'How Citation Changed the Research World', <i>The Mendeley</i> , 6 July [online]. Available at: <a href="https://www.mendeley.com/reference-management/reference-manager">https://www.mendeley.com/reference-management/reference-manager</a> (Accessed: 15 November 2016)

\* These sections are only added if the article was retrieved online. **How to Cite an Image**

	<b>Template</b>	<b>Example</b>
<b>APA</b>	Author surname, initial(s). (Publication date). <i>Title of image</i> [media type]. Retrieved from URL	Millais, J.E. (1851-1852). <i>Ophelia</i> [painting]. Retrieved from <a href="http://www.tate.org.uk/art/artworks/millais-ophelia-n01506">www.tate.org.uk/art/artworks/millais-ophelia-n01506</a>
<b>MLA</b>	Creator's surname, other names. "Title of Image". Website Title, contributors, reproduction number, date, URL.	Millais, Sir John Everett. "Ophelia." <i>Tate</i> , N01506, 1851-2, <a href="http://www.tate.org.uk/art/artworks/millais-ophelia-n01506">www.tate.org.uk/art/artworks/millais-ophelia-n01506</a>
<b>Harvard</b>	Photograph surname, initial. (Year of publication) <i>Title of photograph</i> [online]. Available at: URL (Accessed: day month year)	Millais, J.E. (1851-1852) <i>Ophelia</i> [online]. Available at: <a href="http://www.tate.org.uk/art/artworks/millais-ophelia-n01506">www.tate.org.uk/art/artworks/millais-ophelia-n01506</a> (Accessed: 21 June 2014)

## How to Cite a Film

	Template	Example
<b>APA</b>	Producer surname, initial (Producer), & Director surname, initial (Director). (Year of Release). <i>Title of film</i> [Motion Picture]. Country of Origin: Studio.	Hitchcock, A. (Producer), & Hitchcock, A. (1954) <i>Rear window</i> . United States of America: Paramount Pictures.
<b>MLA</b>	Director name, director. "Title of film". Contributors, <i>Distributor</i> , year of release. Medium Or "Title of film". Directed by director name, contributors, <i>Distributor</i> , year of release. Medium *	Hitchcock, Alfred, director. "Rear Window". Performances by Grace Kelly and James Stewart, Paramount Pictures, 1954. DVD Or "Rear Window". Directed by Alfred Hitchcock, performances by Grace Kelly and James Stewart, <i>Paramount Pictures</i> , 1954. DVD
<b>Harvard</b>	<i>Title of film</i> (Year of distribution) Directed by director's name [format]. Place of distribution: Distribution Company.	<i>Rear Window</i> (1954) Directed by Alfred Hitchcock [Film]. Los Angeles: Paramount Pictures.

\* Which of these references you use depends on the focus of your work: if it is on the director use the first format, otherwise use the second.

## How to Cite a TV Programme

	Template	Example
<b>APA</b>	Writer surname, initial(s) (Writer), & Director surname, initial(s) (Director). (Year of Release). Episode title [Television series episode]. In Executive producer surname, initial(s) (Executive Producer), <i>TV series name</i> . City, State of original channel: Network, Studio or Distributor	Catlin, M., and Walley-Beckett, Moire (Writers), & Johnson, R (Director). (2010). Fly [Television series episode]. In Schnauz, T. (Executive Producer). <i>Breaking bad</i> . Culver City, CA: Sony Pictures Television
<b>MLA</b>	"Episode Title". <i>Program Title</i> , created by Creator Name, contributors, season #, episode #. Network, Date of Publication.	"Fly." <i>Breaking Bad</i> , written by Sam Catlin and Moira Walley-Beckett, directed by Rian Johnson, season 3, episode 10, AMC, 2010.
<b>Harvard</b>	'Title of episode' (Year of transmission) <i>Title of TV show</i> , Series #, episode #. Name of channel or streaming service, day month of transmission.	'Fly' (2010) <i>Breaking Bad</i> , Series 2, episode 10. AMC, 23 May 2010.

## How to Cite Music

	Template	Example
<b>APA</b>	Author surname, initial (s). (Year). Article title. Journal Title, Volume Number(issue or part number, optional), page numbers. DOI or Retrieved from URL	Beyonce, Diplo, MNEK, Koenig, E., Haynie, E., Tillman, J., and Rhoden, S.M. (2016) Hold up [Recorded by Beyonce]. On <i>Lemonade</i> [visual album]. New York, NY: Parkwood Records (August 16)
<b>MLA</b>	Author name(s). "Title of the Track". <i>Title of the Album</i> , other contributors, version, Record Label, Year of Publication	Beyonce. "Hold Up". <i>Lemonade</i> , Parkwood Entertainment, 2016.
<b>Harvard</b>	Artist name (Year of publication) <i>Title of album</i> [format] Place of distribution: distribution company. Available at: URL (Accessed: day month year)	Beyonce (2016) <i>Lemonade</i> [Visual Album] New York: Parkwood Records. Available at: <a href="https://www.beyonce.com/album/lemonade-visual-album/">https://www.beyonce.com/album/lemonade-visual-album/</a> (Accessed: 17 February 2016).

## How to Cite an Entire Website

	Template	Example
<b>APA</b>	Author surname(s), initial(s). (Year, month day of publishing). <i>Title</i> . Retrieved from URL	Mendeley, J.A., Thomson, M., & Coyne, R.P. (2017, January 16). <i>How and when to reference</i> . Retrieved from <a href="https://www.howandwhentoreference.com">https://www.howandwhentoreference.com</a>
<b>MLA</b>	Last name, first name. <i>Site Title</i> . Sponsoring institution/publisher. Publication date day month abbreviation. year, URL.	Mitchell, James A., and Martha Thomson. <i>How and When to Reference</i> . 25 Jan. 2017: <a href="https://www.howandwhentoreference.com/APAcitation">https://www.howandwhentoreference.com/APAcitation</a> .
<b>Harvard</b>	Author surname(s), initial(s). (Year of publishing). Title of site [Online]. Available at: URL (Accessed: day month year).	Mitchell, J.A and Thomson, M. (2017). How and when to reference [Online]. Available at: <a href="https://www.howandwhentoreference.com/APAcitation">https://www.howandwhentoreference.com/APAcitation</a> (Accessed: 21 August 2017).



## How to Cite a Webpage

	Template	Example
<b>APA</b>	Author surname(s), initial(s). (Year, month day of publishing). Page title. <i>Website Title</i> . Retrieved from URL	Mitchell, J.A., Thomson, M., & Coyne, R.P. (2017, January 25) APA citation. <i>How and when to reference</i> . Retrieved from <a href="https://www.howandwhentoreference.com/APAcitation">https://www.howandwhentoreference.com/APAcitation</a>
<b>MLA</b>	Last name, first name. "Page Title". Site Title. Sponsoring institution/publisher. Publication date day month abbreviation. year, URL.	Thomson, Martha. "APA Citation". <i>How and When to Reference</i> . 2 Feb. 2017: <a href="https://www.howandwhentoreference.com/APAcitation">https://www.howandwhentoreference.com/APAcitation</a> .
<b>Harvard</b>	Author surname(s), initial(s). (Year of publishing). <i>Title of page</i> [Online]. Title of site. Available at: URL (Accessed: day month year)	Thomson, M. (2017). <i>APA citation</i> [Online]. How and when to reference. Available at: <a href="https://www.howandwhentoreference.com/APAcitation">https://www.howandwhentoreference.com/APAcitation</a> (Accessed: 21 August 2017).

## How to Cite a Blog Post

	Template	Example
<b>APA</b>	Author surname(s), initial(s). (Year, month date of post). Title of blog post [Blog post]. Retrieved from URL	Defeo, C. (2017, August 4). New webinar on research careers [Blog post]. Retrieved from <a href="https://blog.mendeley.com/2017/08/04/new-webinar-on-research-careers/">https://blog.mendeley.com/2017/08/04/new-webinar-on-research-careers/</a>
<b>MLA</b>	Author surname(s), forename(s). "Title of Post". Name of Blog. Publisher, date month abbreviation year of publication, URL.	Defeo, Christian. "New Webinar on Research Careers". Mendeley Blog. 4 Aug. 2017,

		<a href="https://blog.mendeley.com/2017/08/04/new-webinar-on-research-careers/">https://blog.mendeley.com/2017/08/04/new-webinar-on-research-careers/</a> .
<b>Harvard</b>	Author surname(s), initial(s). (Year of publishing). Title of post [Blog] <i>Blog title</i> . Available at: URL (Accessed: day month year).	Defeo, C. (2017). New webinar on research careers [Blog] <i>Mendeley blog</i> . Available at: <a href="https://blog.mendeley.com/2017/08/04/new-webinar-on-research-careers/">https://blog.mendeley.com/2017/08/04/new-webinar-on-research-careers/</a> (Accessed: 21 August 2017).

## How to Cite a Tweet

	Template	Example
<b>APA</b>	Handle of tweet author. (Year, month date of tweet). Full text of tweet [Tweet]. Retrieved from URL	Mendeley_com. (2017, May 17). We applauded our final @pintofscience talk & feeling sad. But we literally zoomed from #atomstogalaxies and it was a perfect finale [Tweet]. Retrieved from <a href="https://twitter.com/mendeley_com/status/864947989797896194">https://twitter.com/mendeley_com/status/864947989797896194</a>
<b>MLA</b>	Author handle. "Text of tweet". <i>Twitter</i> , date month abbreviation year, time of post, URL.	Mendeley_com. "We applauded our final @pintofscience talk & feeling sad. But we literally zoomed from #atomstogalaxies and it was a perfect finale". <i>Twitter</i> , 17 May 2017, 1:57p.m., <a href="https://twitter.com/mendeley_com/status/864947989797896194">https://twitter.com/mendeley_com/status/864947989797896194</a> .
<b>Harvard</b>	Twitter handle. (Year of publishing). <i>Text of tweet</i> [Twitter]. Day month tweet was published on. Available at: URL (Accessed: day month year).	Mendeley_com. (2017). <i>We applauded our final @pintofscience talk &amp; feeling sad. But we literally zoomed from #atomstogalaxies and it was a perfect finale</i> [Twitter]. 17 May. Available at: <a href="https://twitter.com/mendeley_com/status/864947989797896194">https://twitter.com/mendeley_com/status/864947989797896194</a> (Accessed: 21 August 2017).

## How to Cite a Facebook Post

	Template	Example
<b>APA</b>	Author name/group username. (Year, month date of posting). Shortened version of text of post [Facebook status update]. Retrieved from URL	Mendeley. (2017, May 16). The pressure is always on for researchers to fund their research careers [Facebook status update]. Retrieved from <a href="https://www.facebook.com/mendeley/photos/a.10150156999648611.291608.42920143610/10154866770358611/?type=3">https://www.facebook.com/mendeley/photos/a.10150156999648611.291608.42920143610/10154866770358611/?type=3</a>
<b>MLA</b>	Author surname, forename OR account name. Description of post. <i>Facebook</i> , day month abbreviation year, time of post, URL.	Mendeley. Announcement of Mendeley funding. <i>Facebook</i> , 16 May 2017, 11:05a.m., <a href="https://www.facebook.com/mendeley/photos/a.10150156999648611.291608.42920143610/10154866770358611/?type=3">https://www.facebook.com/mendeley/photos/a.10150156999648611.291608.42920143610/10154866770358611/?type=3</a> .
<b>Harvard</b>	Author surname, initial OR group username. (Year of publishing). <i>Text of post</i> [Facebook]. Day month post was published on. Available at: URL (Accessed: day month year).	Mendeley. (2017). <i>The pressure is always on for researchers to fund their research careers</i> [Facebook]. 16 May. Available at: <a href="https://www.facebook.com/mendeley/photos/a.10150156999648611.291608.42920143610/10154866770358611/?type=3">https://www.facebook.com/mendeley/photos/a.10150156999648611.291608.42920143610/10154866770358611/?type=3</a> (Accessed: 21 August 2017).

## How to Cite an Online Video

	Template	Example
<b>APA</b>	Name of creator or [Username]. (Year, month date of posting). Title of video [Video File]. Retrieved from URL	[Mendeley]. (2014, April 3). Getting started with Mendeley [Video File]. Retrieved from <a href="https://www.youtube.com/watch?v=Gv6_HuCYExM">https://www.youtube.com/watch?v=Gv6_HuCYExM</a>
<b>MLA</b>	"Title of Video". <i>Title of site video is found on</i> , uploaded by uploader name, role of contributors first name last name, date month abbreviation year, URL	"Getting Started With Mendeley". <i>Youtube</i> , uploaded by Mendeley, 3 Apr. 2014, <a href="https://www.youtube.com/watch?v=Gv6_HuCYExM">https://www.youtube.com/watch?v=Gv6_HuCYExM</a>

<b>Harvard</b>	Username. (Year posted). <i>Title</i> [Online video]. Day month posted. Available at: URL (Accessed: day month year).	Mendeley. (2014). <i>Getting started with Mendeley</i> [Online video]. 3 April. Available at : <a href="https://www.youtube.com/watch?v=Gv6_HuCYExM">https://www.youtube.com/watch?v=Gv6_HuCYExM</a> (Accessed: 21 August 2017).
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## In-Text Citations

	Information Needed	1 Author	2-3 Authors	4+ Authors:	No Author
<b>APA</b>	Author, year, page number(s)	Mitchell (2017, p. 189) states.. Or (Mitchell, 2017, p. 189)	Mitchell, Smith and Thomson (2017, p. 189) states... Or (Mitchell, Coyne and Thomson, 2017, p. 189)	Mitchell et al (2017, p. 189) states... Or (Mitchell et al, 2017, p, 189)	State either the organisation responsible or the title in italics: ( <i>A guide to citation</i> , 2017, pp. 189-201)
<b>MLA</b>	Author, page number(s)	Mitchell states ... (189) Or (Mitchell 189)	2-3 Authors: (Mitchell, Thomson, and Smith 189)	4+ Authors: (Mitchell et al. 189)	State whole title italicised, a shortened title within quotation marks or an article or webpage in quotation marks: Book Title: <i>A Guide to Citation</i> states “..” (189) Or ( <i>A Guide to Citation</i> 189) Article Title: “APA Citation Guide” states “...” (189) Or (“APA Citation Guide” 189)
<b>Harvard</b>	Author, year, page number(s)	Mitchell (2017, p. 189) states.. Or (Mitchell, 2017, p. 189)	Mitchell, Smith and Thomson (2017, p. 189) states... Or (Mitchell, Coyne and Thomson, 2017, p. 189)	Mitchell et al (2017, p. 189) states... Or (Mitchell et al, 2017, p, 189)	Use the organisation responsible or the the title in italics: ( <i>A guide to citation</i> , 2017, pp. 189-201)