Referencing and Referencing software at Newcastle University

Referencing and citation is about

- Recognising what kind of information you are reading
- Understanding the need for accurate citation as a means of distinguishing your own ideas from those of others
- Understanding that good referencing will also help avoid accusation of plagiarism
- Using an appropriate referencing style to cite and reference sources correctly and consistently.

The University Library Referencing Guide [http://libguides.ncl.ac.uk/referencing](http://libguides.ncl.ac.uk/referencing) provides information on a variety of different referencing styles used at Newcastle University. The most commonly used style is a version of the Harvard (author date) style known as Harvard at Newcastle. This style is based on the book Cite them Right [http://www.citethemrightonline.com/](http://www.citethemrightonline.com/). Where individual Schools have notified the Library of other preferred styles, this is also noted on the Guide.

Referencing software / Bibliographic management tools

There are a wide range tools and apps on the market (many freely available) which enable users to manage the information they find, as well as assisting with citation and referencing. Newcastle University has purchased a network licence for Endnote, a desktop, online and app tool in which bibliographic information, pdfs and other files can be stored and managed and citations and references can be created in Word.

The University Library supports the use of EndNote by providing an online guide [http://libguides.ncl.ac.uk/endnote](http://libguides.ncl.ac.uk/endnote), running regular workshops, either as part of the curriculum or independently and by offering individual help and advice. This is the only tool for which the Library offers specialised support, but information about alternative reference management software is available on the Referencing Guide, including comparison information about particular aspects of each tool [http://libguides.ncl.ac.uk/referencing/refmansoftware](http://libguides.ncl.ac.uk/referencing/refmansoftware). Students may use whichever tool they prefer for referencing purposes, as long as they are able to comply with the recommended style for their School and as long as the use of EndNote is not compulsory in a module or programme, but central support is only available for EndNote.