bath-bst: Harvard referencing style as recommended by the University of Bath Library

Maintainer: Alex Ball*

Package v2.0 – 23 April 2018

1 Introduction

The data model offered by the standard BibTEX styles, and even the extended natbib variants, is not really rich enough to support the nuances of the Harvard (Bath) style. This means design decisions have to be made about whether to attempt some level of compatibility with other styles or craft something utterly unique.

In the first version of bath-bst, the intention was to set things up so that, if the same .bib file was used with a different style, the features peculiar to the Harvard (Bath) style would be ignored and the remaining information would come out in a sensible arrangement. The recommendations of the style's documentation were to use the standard entry types as much as possible (though more semantic aliases were provided), and minimal new fields were introduced. For the more exotic (in BibTEX terms) demands of the style, extensive use was made of the (standard) note and (non-standard) titleaddon fields to place information properly. If you have written a .bib file according the principles in that first version, the bath style will still work as advertised for you.

The second version introduces a new variant, bathx ('Bath extended'), which has a different aim. The idea with this one is that .bib files written for this style will be rendered just the same by the companion biblatex-bath style. Where possible, features from the latter have been emulated for BibT_FX; otherwise, the 'cheats' used in this style will also work under biblatex.

Happily, it has been possible to do this while keeping most of the code in common. The main differences between two versions are as follows:

- In bath, the titleaddon field is printed bare, while in bathx it is wrapped in square brackets.
- In bathx online items are marked with '[Online]' automatically, while in bath you have to mark them thus yourself.
- In bathx undated items are marked with 'n.d.' automatically, while in bath you have to give 'n.d.' as the value of year yourself.

One other change worth noting regards URL access dates. In version 1, the advice was to put them in urldate. With version 2 the advice is now to put them, perhaps counter-intuitively, in urlyear. The reason is that biblatex will complain if the value of urldate is in the wrong format, but will happily print the contents of urlyear literally. If you don't care about biblatex compatibility, you can continue to use urldate.

This document provides a suite of examples that demonstrate and test the bibliography format that was recommended for version 1.0 of the style.

2 Using the style

To use the style, add these lines to your preamble:

^{*}To contact the maintainer about this package, please visit the repository where the code is hosted: https://github.com/alex-ball/bathbib.

```
\usepackage{natbib}
\newcommand*{\urlprefix}{Available from: }
\newcommand*{\urldateprefix}{Accessed }
\bibliographystyle{bath}
```

Remember also to specify your .bib file at the end of the document:

```
\bibliography{file}
```

To make a citation in the text, use the key that corresponds to the entry in your .bib file:

```
While collections can be supplemented by other means \citep{williams1997edd}, the absence of an invisible collection amongst historians is noted by \citet[p.556]{stieg1981inh}. It may be, as \citet{burchard1965hhl} points out, that they have no assistants or are reluctant to delegate, or it may be down to economic factors \citep{adams2009tc1, adams2014tc2, gb.pa2014, adams2017tc3}\dots
```

While collections can be supplemented by other means (Williams, 1997), the absence of an invisible collection amongst historians is noted by Stieg (1981b, p.556). It may be, as Burchard (1965) points out, that they have no assistants or are reluctant to delegate, or it may be down to economic factors (Adams, 2009, 2014; Pensions Act 2014; Adams, 2017)...

Please refer to the documentation for natbib for the full range of commands available for in-text citations. Be aware that the natbib option sort will sort citations in bibliography order, rather than the chronological order demanded by Harvard (Bath) – so don't use it!

3 Examples

The examples below are shown in three parts. The first, marked with , shows an extract from the *Harvard (Bath) guide to citing and referencing* or *Referencing images*. The second, marked with , shows the reference as formatted by BibTeX. The last shows how the reference was entered in the .bib file. The bottom right corner shows the source of the example: 'HBS' indicates the 'Specific examples' section of the Guide (followed by the number of the example); 'ref. list' indicates the 'How to organise a reference list' section of the Guide; 'RI' indicates *Referencing images*.

Some examples are highlighted in orange. This indicates that some fields have been 'abused' to achieve the right effect; in other words, they contain information that does not conform with their intended use. Some others make use of the note and titleaddon fields to achieve the right effect, where other styles might need the information placed differently. Particular care should be taken with such items when switching between different styles, though of course any item might need adjustment to take account of differing conventions.

3.1 Books and book chapters

Book with author(s)

- Rang, H.P., Dale, M.M., Ritter, J.M., Flower, R.J. and Henderson, G., 2012. Rang and Dale's pharmacology. 7th ed. Edinburgh: Elsevier Churchill Livingstone.
- Rang, H.P., Dale, M.M., Ritter, J.M., Flower, R.J. and Henderson, G., 2012. *Rang and Dale's pharmacology*. 7th ed. Edinburgh: Elsevier Churchill Livingstone.

```
@book{rang.etal2012rdp,
  author = {Rang, H. P. and Dale, M. M. and Ritter, J. M. and Flower, R. J. and Henderson, G.},
  year = {2012},
  title = {Rang and {Dale's} Pharmacology},
  edition = {7},
  address = {Edinburgh},
  publisher = {Elsevier Churchill Livingstone}}
HBS 1
```

- Den University, 1972. Electricity and magnetism. Bletchley: Open University Press.
- ❖ Open University, 1972. *Electricity and magnetism*. Bletchley: Open University Press.

```
@book{ou1972em,
  author = {{Open University}},
  year = {1972},
  title = {Electricity and Magnetism},
  address = {Bletchley},
  publisher = {Open University Press}}
HBS 1
```

Book with editor(s) instead of author(s)

- Rothman, K.J., Greenland, S. and Lash, T.L., eds., 2008. Modern epidemiology. 3rd ed. Philadelphia, Pa.: Lippincott Williams & Wilkins.
- Rothman, K.J., Greenland, S. and Lash, T.L., eds., 2008. *Modern epidemiology*. 3rd ed. Philadelphia, Pa.: Lippincott Williams & Wilkins.

```
@book{rothman.etal2008me,
  editor = {Kenneth J. Rothman and Sander Greenland and Timothy L. Lash},
  year = {2008},
  title = {Modern Epidemiology},
  edition = {3},
  address = {Philadelphia, Pa.},
  publisher = {Lippincott Williams \& Wilkins}}
HBS 4
```

Book usually known by title rather than author

```
Oxford English dictionary, 1989. 2nd ed. Oxford: Clarendon Press.
Oxford English dictionary, 1989. 2nd ed. Oxford: Clarendon Press.

@book{oed1989,
   title = {0xford {English} Dictionary},
   year = {1989},
   edition = {2},
   address = {0xford},
   publisher = {Clarendon Press}}
HBS 5
```

```
The Merck index online, n.d. [Online]. London: RSC Publishing. Available from: http:
    //www.rsc.org/Merck-Index [Accessed 16 June 2016].

The Merck index online, n.d. [Online]. London: RSC Publishing. Available from: http:
    //www.rsc.org/Merck-Index [Accessed 16 June 2016].

Obook{merckNDidx,
    title = {The {Merck} Index Online},
    year = {n.d.},
    titleaddon = {[Online]},
    address = {London},
    publisher = {RSC Publishing},
    url = {http://www.rsc.org/Merck-Index},
    urldate = {16 June 2016}}

HBS 5
```

Electronic book

- Haynes, W.M., ed., 2014. *CRC handbook of chemistry and physics* [Online]. 94th ed. Boca Raton, Fla.: CRC Press/Taylor and Francis. Available from: http://www.hbcpnetbase.com [Accessed 16 June 2016].
- Haynes, W.M., ed., 2014. CRC handbook of chemistry and physics [Online]. 94th ed. Boca Raton, Fla.: CRC Press/Taylor and Francis. Available from: http://www.hbcpnetbase.com [Accessed 16 June 2016].

```
@book{haynes2014crc,
  editor = {Haynes, W. M.},
  year = {2014},
  title = {{CRC} Handbook of Chemistry and Physics},
  titleaddon = {[Online]},
  edition = {94},
  address = {Boca Raton, Fla.},
  publisher = {CRC Press/Taylor and Francis},
  url = {http://www.hbcpnetbase.com},
  urldate = {16 June 2016}}
HBS 3
```

- Hodds, J., 2016. Referencing ebooks [Kindle version 4.18]. Bath: University of Bath.
- ♣ Hodds, J., 2016. Referencing ebooks [Kindle version 4.18]. Bath: University of Bath.

```
@book{hodds2016re,
  author = {Hodds, J.},
  year = {2016},
  title = {Referencing ebooks},
  titleaddon = {[Kindle version 4.18]},
  address = {Bath},
  publisher = {University of Bath}}
```

HBS 3

One chapter/paper from a collection (by different authors) in an edited book

- Burchard, J.E., 1965. How humanists use a library. In: C.F.J. Overhage and J.R. Harman, eds. Intrex: report on a planning conference and information transfer experiments. Cambridge, Mass.: MIT Press, pp.41–87.
- **☼** Burchard, J.E., 1965. How humanists use a library. In: C.F.J. Overhage and J.R. Harman, eds. *Intrex: report on a planning conference and information transfer experiments*. Cambridge, Mass.: MIT Press, pp.41–87.

```
@incollection{burchard1965hhl,
   author = {Burchard, J. E.},
   year = {1965},
   title = {How Humanists use a Library},
   editor = {C. F. J. Overhage and J. R. Harman},
   booktitle = {Intrex: report on a planning conference and information transfer experiments},
   address = {Cambridge, Mass.},
   publisher = {MIT Press},
   pages = {41-87}}
ref. list
```

- Reid, D.R., 1967. Physical testing of polymer films. In: S.H. Pinner, ed. Modern packaging films. London: Butterworths, pp.143–183.
- Reid, D.R., 1967. Physical testing of polymer films. In: S.H. Pinner, ed. *Modern packaging films*. London: Butterworths, pp.143–183.

```
@incollection{reid1967ptp,
  author = {D. R. Reid},
  year = {1967},
  title = {Physical Testing of Polymer Films},
  editor = {S. H. Pinner},
  booktitle = {Modern Packaging Films},
  address = {London},
  publisher = {Butterworths},
  pages = {143-183}}
HBS 2
```

3.2 Articles and periodicals

Journal article

- Stieg, M.F., 1981a. Continuing education and the reference librarian in the academic and research library. *Library Journal*, 105(22), pp.2547–2551.
- Stieg, M.F., 1981a. Continuing education and the reference librarian in the academic and research library. *Library Journal*, 105(22), pp.2547–2551.

```
@article{stieg1981cer,
   author = {Stieg, M. F.},
   year = {1981},
   title = {Continuing Education and the Reference Librarian in the Academic and Research Library}
   journal = {Library Journal},
   volume = {105},
   number ={22},
   pages = {2547-2551}}

   ref. list
```

- Stieg, M.F., 1981b. The information needs of historians. *College and research libraries*, 42(6), pp.549–560.
- Stieg, M.F., 1981b. The information needs of historians. *College and Research Libraries*, 42(6), pp.549–560.

```
@article{stieg1981inh,
  author = {Stieg, M. F.},
  year = {1981},
  title = {The Information Needs of Historians},
  journal = {College and Research Libraries},
  volume = {42},
  number ={6},
  pages = {549-560}}
```

ref. list

- Newman, R., 2010. Malaria control beyond 2010. Brit. Med. J., 341(7765), pp.157–208.
- ❖ Newman, R., 2010. Malaria control beyond 2010. Brit. Med. J., 341(7765), pp.157–208.

```
@article{newman2010mcb,
  author = {Newman, R.},
  year = {2010},
  title = {Malaria control beyond 2010},
  journal = {Brit.\@ Med.\@ J.},
  volume = {341},
  number = {7765},
  pages = {157-208}}
```

HBS 6

Electronic journal article

- Williams, F., 1997. Electronic document delivery: a trial in an academic library. Ariadne [Online], 10. Available from: http://www.ariadne.ac.uk/issue10/edd/ [Accessed 5 December 1997].
- ➡ Williams, F., 1997. Electronic document delivery: a trial in an academic library. Ariadne [Online], 10. Available from: http://www.ariadne.ac.uk/issue10/edd/ [Accessed 5 December 1997].

```
@article{williams1997edd,
  author = {Williams, F.},
  year = {1997},
  title = {Electronic Document Delivery: a Trial in an Academic Library},
  journal = {Ariadne \textup{[Online]}},
  volume = {10},
  url = {http://www.ariadne.ac.uk/issue10/edd/},
  urldate = {5 December 1997}}
```

HBS 7

Preprint in a digital repository

- Mark I. and Corrick, I. 2016. How should central banks respond to non-neutral inflation expectations? Bath: University of Bath. OPUS [Online]. Available from: http://opus. bath.ac.uk [Accessed 4 May 2016]. Shah, I. and Corrick, I., 2016. How should central banks respond to non-neutral inflation expectations? Bath: University of Bath. OPUS [Online]. Available from: http://opus. bath.ac.uk [Accessed 4 May 2016]. @techreport{shah.corrick2016hsc, author = {Shah, I. and Corrick, I.}, year = {2016}, title = {How should central banks respond to non-neutral inflation expectations?}, address = {Bath}, institution = {University of Bath}, note = {\emph{OPUS} [Online]}, url = {http://opus.bath.ac.uk}, urldate = {4 May 2016}} HBS 8
 - The Harvard (Bath) style treats preprints as grey literature, and so the techreport entry type is the best match semantically.

Newspaper article

F Give the issue's day and month as the volume.

```
Haurant, S., 2004. Britain's borrowing hits £1 trillion. The Guardian, 29 July, p.16c.

Haurant, S., 2004. Britain's borrowing hits £1 trillion. The Guardian, 29 July, p.16c.

Carticle(haurant2004bbh,
   author = {Haurant, S.},
   year = {2004},
   title = {Britain's Borrowing Hits \pounds 1 Trillion},
   journal = {The Guardian},
   volume = {29 July},
   pages = {16c}}
```

```
The Independent, 1992. Picking up the bills. The Independent, 4 June, p.28a.
The Independent, 1992. Picking up the bills. The Independent, 4 June, p.28a.

Carticle{independent1992pub,
    author = {{The Independent}},
    year = {1992},
    title = {Picking Up the Bills},
    journal = {The Independent},
    volume = {4 June},
    pages = {28a}}
```

3.3 Conference papers

• As in the standard BibTeX styles, conference is a legacy (and highly deprecated) alias for inproceedings.

Conference paper (when proceedings have a named editor)

- Crawford, G.I., 1965. Oxygen in metals. In: J.M.A. Lenihan and S.J. Thompson, eds. Activation analysis: proceedings of a NATO Advanced Study Institute, 2–4 August 1964 Glasgow. London: Academic Press, pp.113–118.
- ❖ Crawford, G.I., 1965. Oxygen in metals. In: J.M.A. Lenihan and S.J. Thompson, eds. *Activation analysis: Proceedings of a NATO Advanced Study Institute* 2–4 August 1964 Glasgow. London: Academic Press, pp.113–118.

```
@inproceedings{crawford1965oim,
  author = {Crawford, G. I.},
  year = {1965},
  title = {0xygen in Metals},
  editor = {J. M. A. Lenihan and S. J. Thompson},
  booktitle = {Activation Analysis: Proceedings of a {NATO} {Advanced} {Study} {Institute}},
  venue = {2--4 August 1964 Glasgow},
  address = {London},
  publisher = {Academic Press},
  pages = {113-118}}
HBS 10
```

Conference paper (when proceedings have no named editor or are part of a major series)

- Soper, D., 1972. Review of bracken control experiments with asulam. Proceedings of the 11th British Weed Control Conference, 15–17 November 1972 Brighton. Brighton: University of Sussex, pp.24–31.
- Soper, D., 1972. Review of bracken control experiments with asulam. *Proceedings of the 11th British Weed Control Conference* 15–17 November 1972 Brighton. Brighton: University of Sussex, pp.24–31.

```
@inproceedings{soper1972rbc,
  author = {Soper, D.},
  year = {1972},
  title = {Review of Bracken Control Experiments with Asulam},
  booktitle = {Proceedings of the 11th {British} {Weed} {Control} {Conference}},
  venue = {15--17 November 1972 Brighton},
  address = {Brighton},
  publisher = {University of Sussex},
  pages = {24-31}}
HBS 11
```

3.4 Grey literature

Thesis/dissertation

- Burrell, J.G., 1973. The importance of school tours in education. Thesis (M.A.). Queen's University, Belfast.
- **☼** Burrell, J.G., 1973. *The importance of school tours in education*. Thesis (M.A.). Queen's University, Belfast.

```
@mastersthesis{burrell1973ist,
  author = {Burrell, J. G.},
  year = {1973},
  title = {The Importance of School Tours in Education},
  type = {Thesis ({M.A.})},
  school = {Queen's University, Belfast}}
HBS 13
```

1 Internally, thesis is an alias for phdthesis.

Report

- 1 Internally, report is an alias for techreport.

Standard

▶ Unless it already has one, give the standard identifier as the author. This is not terribly semantic but is the easiest way to get the bibliography sorting and citation text correct.

```
BS 5605:1990. Recommendations for citing and referencing published material. BSI.

BS 5605:1990. Recommendations for citing and referencing published material. BSI.

Cmanual{bs5605:1990,
author = {{BS 5605:1990}},
title = {Recommendations for citing and referencing published material},
organization = {BSI}}
```

1 Internally, standard is an alias for manual.

Patent

- Phillipp Morris Inc., 1981. Optical perforating apparatus and system. European patent application 0021165A1. 1981-01-07.
- ❖ Phillipp Morris Inc., 1981. Optical perforating apparatus and system. European patent application 0021165A1. 1981-01-07.

```
application 0021105A1. 1981-01-07.

@manual{pm1981opa,
   author = {{Phillipp Morris Inc.}},
   year = {1981},
   title = {0ptical perforating apparatus and system},
   series = {European patent application},
   number = {0021165A1. 1981-01-07}}
HBS 16
```

1 Internally, patent is an alias for manual.

3.5 Audiovisual materials

Image

▼ You can use online (an alias for manual) for online images and unpublished for physical images.

- NASA, 2015, NASA Astronaut Tim Kopra on Dec. 21 Spacewalk. Washington: NASA. Available from: http://www.nasa.gov/image-feature/nasa-astronaut-tim-kopraon-dec-21-spacewalk [Accessed 7 January 2015].
- NASA, 2015. NASA astronaut Tim Kopra on Dec. 21 spacewalk. Washington: NASA. Available from: http://www.nasa.gov/image-feature/nasa-astronaut-tim-kopraon-dec-21-spacewalk [Accessed 7 January 2015].

```
@manual{nasa2015nat,
  author = {{NASA}},
  year = {2015},
  title = {{NASA} Astronaut {Tim} {Kopra} on {Dec.\@} 21 Spacewalk},
  address = {Washington},
  organization = {NASA},
 url = {http://www.nasa.gov/image-feature/nasa-astronaut-tim-kopra-on-dec-21-spacewalk},
  urldate = {7 January 2015}}
```

- You can use either the publisher or the organization field to record the source of the image. If you use both, organization will be ignored.
 - Iliff, D., 2006. Royal Crescent in Bath, England July 2006, San Francisco: Wikimedia Foundation. Available from: https://commons.wikimedia.org/wiki/File:Royal_ Crescent_in_Bath,_England_-_July_2006.jpg [Accessed 7 January 2016].
 - 🌣 Iliff, D., 2006. Royal Crescent in Bath, England July 2006. San Francisco: Wikimedia Foundation. Available from: https://commons.wikimedia.org/wiki/File:Royal Crescent_in_Bath,_England_-_July_2006.jpg [Accessed 7 January 2016].

```
@manual{iliff2006rcb,
  author = {D. Iliff},
 year = {2006},
  title = {{Royal} {Crescent} in {Bath,} {England} - {July} 2006},
  address = {San Francisco},
  organization = {Wikimedia Foundation},
  url = {https://commons.wikimedia.org/wiki/File:Royal_Crescent_in_Bath,_England_-_July_2006.jpg}
  urldate = {7 January 2016}}
                                                                                               RI
```

- 🗐 Anon., 1946. Prototype electric bicycle displayed at the 'Britain Can Make It' exhibition organised by the Council of Industrial Design and held at the Victoria and Albert Museum, London, 1946. Designed by B. G. Bowden [photograph]. At: London. Design Council Slide Collection.
- Anon., 1946. Prototype electric bicycle displayed at the 'Britain Can Make It' exhibition organised by the Council of Industrial Design and held at the Victoria and Albert Museum, London, 1946. Designed by B. G. Bowden [photograph]. At: London. Design Council Slide Collection.

```
@unpublished{anon1946peb,
 author = {Anon.},
 year = \{1946\},\
 title = {Prototype electric bicycle displayed at the \enquote{Britain Can Make It} exhibition
   organised by the {Council} of {Industrial} {Design} and held at the {Victoria} and {Albert}
   {Museum}, {London}, 1946. {Designed} by {B.~G.} {Bowden}},
 titleaddon = {[photograph]},
 note = {At: London. Design Council Slide Collection}}
```

RI

Map

- Andrews, J. and Dury, A., 1773. *Map of Wiltshire*, 1 inch to 2 miles. Devizes: Wiltshire Record Society.
- Andrews, J. and Dury, A., 1773. *Map of Wiltshire*. 1 inch to 2 miles. Devizes: Wiltshire Record Society.

```
@manual{andrews.dury1773wilts,
   author = {Andrews, J. and Dury, A.},
   year = {1773},
   title = {Map of {Wiltshire}},
   series = {1 inch to 2 miles},
   address = {Devizes},
   publisher = {Wiltshire Record Society}}
HBS 18
```

The book entry type would also work for this reference.

Film, video or DVD

1 Internally, movie and video are aliases for booklet.

Streamed video (YouTube, TED Talks, etc.)

```
Moran, C., 2016. Save Our Libraries [Online]. Available from: https://www.youtube.
com/watch?v=gKTfCz4JtVE&feature=youtu.be [Accessed 29 April 2016]

Moran, C., 2016. Save Our Libraries [Online]. Available from: https://www.youtube.
com/watch?v=gKTfCz4JtVE&feature=youtu.be [Accessed 29 April 2016].

@manual{moran2016sol,
author = {Moran, C.},
year = {2016},
title = {Save {Our} {Libraries}},
titleaddon = {[Online]},
url = {https://www.youtube.com/watch?v=gKTfCz4JtVE&feature=youtu.be},
urldate = {29 April 2016}}

HBS 20
```

```
University of Bath, 2015. What is engineering? Available from: https://www.youtube.
com/watch?v=NoyZarq-Zbo [Accessed 12 January 2016].
University of Bath, 2015. What is engineering? Available from: https://www.youtube.
com/watch?v=NoyZarq-Zbo [Accessed 12 January 2016].

@manual{uob2015wie,
author = {{University of Bath}},
year = {2015},
title = {What is Engineering?},
url = {https://www.youtube.com/watch?v=NoyZarq-Zbo},
urldate = {12 January 2016}}
```

Television or radio broadcast

- ### Rick Stein's French Odyssey: Episode 5, 2006. TV. BBC2, 23 August. 20.30 hrs.

 ### Rick Stein's French Odyssey: Episode 5, 2006. TV. BBC2, 23 August. 20.30 hrs.

 | Obooklet{rsfo2006ep5, year = {2006}, title = {Rick {Stein's} {French} {Odyssey}: Episode 5}, howpublished = {TV. BBC2, 23 August. 20.30 hrs}}

 | HBS 21
- The Archers, 2006. Radio. BBC Radio 4, 23 August. 19.02 hrs.
 ★ The Archers, 2006. Radio. BBC Radio 4, 23 August. 19.02 hrs.
 ©booklet{archers20060823, year = {2006}, title = {The {Archers}}, howpublished = {Radio. BBC Radio 4, 23 August. 19.02 hrs}}
 HBS 21
- 1 Internally, audio and music are aliases for booklet.

Music score

```
Beethoven, L. van, 1950. Symphony no.1 in C, Op.21. Harmondsworth: Penguin.

Beethoven, L. van, 1950. Symphony no.1 in C, Op.21. Harmondsworth: Penguin.

Obook{beethoven1950symph1,
author = {Ludwig van Beethoven},
year = {1950},
title = {Symphony no.1 in {C,} {Op.21}},
address = {Harmondsworth},
publisher = {Penguin}}
```

3.6 Digital media

Website/webpage

While it is normal when using BibTeX to use misc for websites, with this style you should use online (or electronic or www) instead. Internally these are all aliases for manual.

- Holland, M., 2002. Guide to citing internet sources [Online]. Poole: Bournemouth University. Available from: http://www.bournemouth.ac.uk/library/using/guide_to_citing_internet_sourc.html [Accessed 4 November 2002].
- ➡ Holland, M., 2002. Guide to citing internet sources [Online]. Poole: Bournemouth University. Available from: http://www.bournemouth.ac.uk/library/using/guide_to_citing_internet_sourc.html [Accessed 4 November 2002].

```
@manual{holland2002gci,
  author = {Holland, M.},
  year = {2002},
  title = {Guide to Citing Internet Sources},
  titleaddon = {[Online]},
  address = {Poole},
  organization = {Bournemouth University},
  url = {http://www.bournemouth.ac.uk/library/using/guide_to_citing_internet_sourc.html},
  urldate = {4 November 2002}}
HBS 9
```

- Wiltshire Council, 2015. Get Wiltshire walking [Online]. Trowbridge: Wiltshire Council. Available from: http://www.wiltshire.gov.uk/leisureandrecreation/sportphysicalactivity/getwiltshirewalking.html [Accessed 19 August 2015].
- ₩ Wiltshire Council, 2015. Get Wiltshire walking [Online]. Trowbridge: Wiltshire Council. Available from: http://www.wiltshire.gov.uk/leisureandrecreation/sportphysicalactivity/getwiltshirewalking.html [Accessed 19 August 2015].

```
@online{wiltshire2015gww,
  author = {{Wiltshire Council}},
  year = {2015},
  title = {Get {Wiltshire} walking},
  titleaddon = {[Online]},
  address = {Trowbridge},
  organization = {Wiltshire Council},
  url = {http://www.wiltshire.gov.uk/leisureandrecreation/sportphysicalactivity/getwiltshirewalking.html},
  urldate = {19 August 2015}}
HBS 9
```

Email discussion lists (jiscmail/listserv etc.)

- Clark, T., 5 July 2004. A European UK Libraries Plus? *Lis-link* [Online]. Available from: lis-link@jiscmail.ac.uk [Accessed 30 July 2004].
- ♣ Clark, T., 5 July 2004. A European UK Libraries Plus? *Lis-link* [Online]. Available from: lis-link@jiscmail.ac.uk [Accessed 30 July 2004].

```
@article{clark2004euk,
  author = {Clark, T.},
  year = {5 July 2004},
  title = {A {European} {UK} {Libraries} {Plus}?},
  journal = {Lis-link \textup{[Online]}},
  url = {lis-link@jiscmail.ac.uk},
  urldate = {30 July 2004}}
```

- **V** Use the journal field to specify the mailing list.
- You will need to put the full date in the year field; unfortunately this means you have to put in extra work to show only the year in citations:

HBS 23

```
\citetext{\citeauthor[2004]{clark2004euk}} (Clark, 2004)
```

Personal emails

- Alston, S., 19 July 2004. Society of Architectural Historians of GB. Email to K.M. Jordan.
- Alston, S., 19 July 2004. Society of Architectural Historians of GB. Email to K.M. Jordan.

```
Qunpublished{alston2004sah,
  author = {Alston, S.},
  year = {19 July 2004},
  title = {Society of {Architectural} {Historians} of {GB}},
  note = {Email to K.M. Jordan}}
HBS 24
```

Database

- Bureau van Dijk, 2008. BT Group plc company report. FAME [Online]. London: Bureau van Dijk. Available from: http://www.portal.euromonitor.com [Accessed 6 November 2014].
- ➡ Bureau van Dijk, 2008. BT Group plc company report. FAME [Online]. London: Bureau van Dijk. Available from: http://www.portal.euromonitor.com [Accessed 6 November 2014].

```
@manual{bvd2008bt,
  author = {{Bureau van Dijk}},
  year = {2008},
  title = {{BT} {Group} PLC Company Report},
  series = {\emph{FAME} [Online]},
  address = {London},
  organization = {Bureau van Dijk},
  url = {http://www.portal.euromonitor.com},
  urldate = {6 November 2014}}
```

Dataset

■ Wilson, D., 2013. Real geometry and connectedness via triangular description: CAD example bank [Online]. Bath: University of Bath. Available from: https://doi.org/10.15125/BATH-00069 [Accessed 20 April 2016].

HBS 40

➡ Wilson, D., 2013. Real geometry and connectedness via triangular description: CAD example bank [Online]. Bath: University of Bath. Available from: https://doi.org/10.15125/BATH-00069 [Accessed 20 April 2016].

```
@manual{wilson2013rgc,
  author = {Wilson, D.},
  year = {2013},
  title = {Real Geometry and Connectedness via Triangular Description: {CAD} Example Bank},
  titleaddon = {[Online]},
  address = {Bath},
  organization = {University of Bath},
  doi = {10.15125/BATH-00069},
  urldate = {20 April 2016}}
HBS 41
```

1 Internally, dataset is an alias for manual.

Computer program

```
@screencasto, n.d. Screencast-O-Matic (v.2) [computer program]. Available from: https://screencast-o-matic.com/ [Accessed 16 May 2016].

@screencasto. Screencast-O-Matic (v.2) [computer program]. Available from: https://screencast-o-matic.com/ [Accessed 16 May 2016].

@manual{screencasto,
    author = {@screencasto},
    title = {{Screencast-O-Matic}},
    titleaddon = {(v.2) [computer program]},
    url = {https://screencast-o-matic.com/},
    urldate = {16 May 2016}}
```

1 Internally, software is an alias for manual.

3.7 Works in languages other than English

Work in translation

```
Aristotle, 2007. Nicomachean ethics (W.D. Ross. Trans.). South Dakota: NuVisions.

Aristotle, 2007. Nicomachean ethics (W.D. Ross. Trans.). South Dakota: NuVisions.

Chook{aristotle2007ne,
   author = {Aristotle},
   year = {2007},
   title = {Nicomachean Ethics},
   titleaddon = {(W.D. Ross. Trans.)},
   address = {South Dakota},
   publisher = {NuVisions}}
```

Work in the Roman alphabet

- Esquivel, L., 2003. Como agua para chocolate [Like water for chocolate]. Barcelona: Debolsillo.
- ❖ Esquivel, L., 2003. *Como agua para chocolate* [Like water for chocolate]. Barcelona: Debolsillo.

```
Obook{esquivel2003cap,
  author = {Esquivel, L.},
  year = {2003},
  title = {Como Agua para Chocolate},
  titleaddon = {[Like water for chocolate]},
  address = {Barcelona},
  publisher = {Debolsillo}}
HBS 27
```

- Thurfjell, W., 1975. Vart har våran doktor tagit vägen? [Where has our doctor gone?] Läkartidningen 72, p.789.
- **☼** Thurfjell, W., 1975. Vart har våran doktor tagit vägen? [Where has our doctor gone?]. *Läkartidningen*, 72, p.789.

```
@article{thurfjell1975vhv,
  author = {Thurfjell, W.},
  year = {1975},
  title = {Vart har våran doktor tagit vägen?},
  titleaddon = {[Where has our doctor gone?]},
  journal = {Läkartidningen},
  volume = {72},
  pages = {789}}
HBS 27
```

Work in a non-Roman alphabet

The following example tricks BibTeX into treating the original rendering of the author's name as the 'von' part of a Roman-alphabet name. This requires the use of a command that simply gobbles its argument, which you have to define yourself:

```
\newcommand*{\noop}[1]{}
```

For the trick to work, the argument you give to **\noop** must be lowercase, but otherwise it can be anything you like.

- Hua, L. 華林甫, 1999. Qingdai yilai Sanxia diqu shuihan zaihai de chubu yanjiu 清代以來三峽地區水旱災害的初步研 [A preliminary study of floods and droughts in the Three Gorges region since the Qing dynasty], Zhongguo shehui kexue 中國社會科學, 1, pp.168-79
- ♥ Hua, L. 華林甫, 1999. Qingdai yilai Sanxia diqu shuihan zaihai de chubu yanjiu 清代以來三峽地區水旱災害的初步研 [A preliminary study of floods and droughts in the Three Gorges region since the Qing dynasty]. Zhongguo shehui kexue 中國社會科學, 1, pp.168-79.

```
@article{hua1999qys1,
   author = {Linfu \noop{h}華林甫 Hua},
   year = {1999},
   title = {Qingdai yilai {Sanxia} diqu shuihan zaihai de chubu yanjiu
        {清代以來三峽地區水旱災害的初步研}},
   titleaddon = {[A preliminary study of floods and droughts in the {Three} {Gorges} region since
        the {Qing} dynasty]},
   journal = {Zhongguo shehui kexue \textup{中國社會科學}},
   volume = {1},
   pages = {168-79}}
```

- ♀ If the name is due to appear initial first (e.g. after 'In:'), you can append the non-Roman characters to the author's surname; to do this, use inverted name order as you would for English double-barrelled names without hyphens, e.g. Hua 華林甫, Linfu.
 - Hua, L., 1999. Qingdai yilai Sanxia diqu shuihan zaihai de chubu yanjiu [A preliminary study of floods and droughts in the Three Gorges region since the Qing dynasty], Zhongguo shehui kexue, 1, pp.168–79.
 - ♣ Hua, L., 1999. Qingdai yilai Sanxia diqu shuihan zaihai de chubu yanjiu [A preliminary study of floods and droughts in the Three Gorges region since the Qing dynasty]. Zhongquo shehui kexue, 1, pp.168-79.

```
@article{hua1999qys2,
  author = {Hua, Linfu},
  year = {1999},
  title = {Qingdai yilai {Sanxia} diqu shuihan zaihai de chubu yanjiu},
  titleaddon = {[A preliminary study of floods and droughts in the {Three} {Gorges} region since
    the {Qing} dynasty]},
  journal = {Zhongguo shehui kexue},
  volume = {1},
  pages = {168-79}}
```

3.8 Legal references: UK legislation and parliamentary reports Act of Parliament (UK Statutes) before 1963

```
    Witchcraft Act 1735 (9 Geo.2, c.5).
    Witchcraft Act 1735 (9 Geo.2, c.5).

    @book{gb.wa1735,
        key = {Witchcraft Act 1735},
        title = {Witchcraft {Act} 1735},
        title = {(9 Geo.2, c.5)}}

    HBS 32
```

Act of Parliament (UK Statutes) 1963 onwards

```
Pensions Act 2014, c.19. London: TSO.
Pensions Act 2014, c.19. London: TSO.

@book{gb.pa2014,
   key = {Pensions Act 2014},
   title = {Pensions {Act} 2014},
   number = {c.19},
   address = {London},
   publisher = {TSO}}

HBS 33
```

House of Commons/House of Lords bill

```
    ☐ Great Britain. Parliament. House of Commons, 1988. Local government finance bill. London: HMSO (Bills | 1987/88, 66).
    ☐ Great Britain. Parliament. House of Commons, 1988. Local government finance bill. London: HMSO, (Bills | 1987/88, 66).
```

```
@techreport{gb.bill1987/88-66,
  author = {{Great Britain. Parliament. House of Commons}},
  year = {1988},
  title = {Local Government Finance Bill},
  address = {London},
  publisher = {HMSO},
  type = {{Bills |}},
  number = {1987/88, 66}}
```

HBS 31

Statutory instrument

- The Human Medicines Regulations 2012 [Online], No.1916, United Kingdom: HMSO. Available from: http://www.legislation.gov.uk/uksi/2012/1916/pdfs/uksi_20121916_en.pdf [Accessed 17 April 2016].
 The Human Medicines Regulations 2012 [Online], No.1916. United Kingdom: HMSO.
 - The Human Medicines Regulations 2012 [Online], No.1916. United Kingdom: HMSO. Available from: http://www.legislation.gov.uk/uksi/2012/1916/pdfs/uksi_20121916_en.pdf [Accessed 17 April 2016].

```
20121916_en.pdf [Accessed 17 April 2016].

@book{gb.hmr2012,
    title = {The {Human} {Medicines} {Regulations} 2012},
    titleaddon = {[Online]},
    number = {No.1916},
    address = {United Kingdom},
    publisher = {HMSO},
    url = {http://www.legislation.gov.uk/uksi/2012/1916/pdfs/uksi_20121916_en.pdf},
    urldate = {17 April 2016}}
HBS 35
```

House of Commons paper

Use this form for reports of House of Commons select committees.

- ☐ Great Britain. Parliament. House of Commons, 2004. National Savings investment deposits: account 2002-2003. London: National Audit Office (HC 2003/04, 30).
- ❖ Great Britain. Parliament. House of Commons, 2004. *National Savings investment deposits: account 2002–2003*. London: National Audit Office, (HC 2003/04, 30).

```
@techreport{gb.hc2003/04-30,
  author = {{Great Britain. Parliament. House of Commons}},
  year = {2004},
  title = {National {Savings} Investment Deposits: account 2002--2003},
  address = {London},
  publisher = {National Audit Office},
  type = {{HC}},
  number = {2003/04, 30}}
```

House of Lords paper

Use this form for reports of House of Lords select committees.

- Great Britain. Parliament. House of Lords, 1987. Social fund (Maternity and Funeral Expenses) Bill. London: HMSO (HL 1986/87, (66)).
- ❖ Great Britain. Parliament. House of Lords, 1987. Social fund (Maternity and Funeral Expenses) bill. London: HMSO, (HL 1986/87, (66)).

```
@techreport{gb.hl1986/87-66,
  author = {{Great Britain. Parliament. House of Lords}},
  year = {1987},
  title = {Social Fund ({Maternity} and {Funeral} {Expenses}) Bill},
  address = {London},
  publisher = {HMSO},
  type = {{HL}},
  number = {1986/87, (66)}}
HBS 30
```

Command paper

- Great Britain. Ministry of Defence, 2004. Delivering security in a changing world: defence white paper. London: TSO (Cm. 6041).
- Great Britain. Ministry of Defence, 2004. Delivering security in a changing world: defence white paper. London: TSO, (Cm. 6041).

```
@techreport{gb.cm6041,
   author = {{Great Britain. Ministry of Defence}},
   year = {2004},
   title = {Delivering Security in a Changing World: defence White Paper},
   address = {London},
   publisher = {TSO},
   type = {{Cm.}},
   number = {6041}}
```

3.9 Legal references: EU legislation and reports

EU regulation or directive, decision, recommendation or opinion

- Directive (EU) 2015/413 of the European Parliament and of the Council of 11th March 2015 facilitating cross-border exchange of information on road-safety-related traffic offences [2015] *OJ* L68/9.
- ♣ Directive (EU) 2015/413 of the European Parliament and of the Council of 11th March 2015 facilitating cross-border exchange of information on road-safety-related traffic offences [2015] OJ L68/9.

```
@misc{eu.dir2015/413,
  title = {Directive ({EU}) 2015/413 of the {European} {Parliament} and of the {Council} of
  11th {March} 2015 Facilitating Cross-Border Exchange of Information on Road-Safety-Related
  Traffic Offences},
  titleaddon = {[2015] \emph{0J} L68/9}}
  HBS 38
```

Lise \defcitealias to provide a suitable citation string:

EU publication

- European Commission, 2015. General report on the activities of the European Union 2014. Luxembourg: Publications Office of the European Union.
- **☼** European Commission, 2015. General report on the activities of the European Union 2014. Luxembourg: Publications Office of the European Union.

```
@techreport{ec2015gra,
  author = {{European Commission}},
  year = {2015},
  title = {General Report on the Activities of the {European} {Union} 2014},
  address = {Luxembourg},
  publisher = {Publications Office of the European Union}}
HBS 37
```

3.10 Legal references: case reports

Legal case study

```
■ Seldon v Clarkson Wright & Jakes. [2012]. UKSC 16.

Seldon v Clarkson Wright & Jakes. [2012]. UKSC 16.

©unpublished{seldon-v-c.w.j2012,
title = {Seldon v {Clarkson} {Wright} \& {Jakes}},
note = {[2012]. UKSC 16}

HBS 36
```

• Generally speaking, the year should be in square brackets if it is essential to the citation (unless it is a Scottish case, in which case it is printed bare), and in parentheses if it is not.

Judgment of the European Court of Justice

```
Alessandrini Srl and others v. Commission (C-295/03 P) [2005] ECR I-5700.

Alessandrini Srl and others v. Commission (C-295/03 P) [2005] ECR I-5700.

Cunpublished(srl.etal-v-comm2005,
title = {Alessandrini {Srl} and others v.~{Commission}},
titleaddon = {(C-295/03 P) [2005] ECR I-5700}}

HBS 39
```

References

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Adams, G., 2014. Test citation two. Oxford: Oxford University Press.

Adams, G., 2017. Test citation three. Cambridge: Cambridge University Press.

Alessandrini Srl and others v. Commission (C-295/03 P) [2005] ECR I-5700.

Alston, S., 19 July 2004. Society of Architectural Historians of GB. Email to K.M. Jordan.

Andrews, J. and Dury, A., 1773. *Map of Wiltshire*. 1 inch to 2 miles. Devizes: Wiltshire Record Society.

Anon., 1946. Prototype electric bicycle displayed at the 'Britain Can Make It' exhibition organised by the Council of Industrial Design and held at the Victoria and Albert Museum, London, 1946. Designed by B. G. Bowden [photograph]. At: London. Design Council Slide Collection.

The Archers, 2006. Radio. BBC Radio 4, 23 August. 19.02 hrs.

Aristotle, 2007. Nicomachean ethics (W.D. Ross. Trans.). South Dakota: NuVisions.

Beethoven, L. van, 1950. Symphony no.1 in C, Op.21. Harmondsworth: Penguin.

BS 5605:1990. Recommendations for citing and referencing published material. BSI.

Burchard, J.E., 1965. How humanists use a library. In: C.F.J. Overhage and J.R. Harman, eds. *Intrex: report on a planning conference and information transfer experiments*. Cambridge, Mass.: MIT Press, pp.41–87.

Bureau van Dijk, 2008. BT Group plc company report. FAME [Online]. London: Bureau van Dijk. Available from: http://www.portal.euromonitor.com [Accessed 6 November 2014].

Burrell, J.G., 1973. The importance of school tours in education. Thesis (M.A.). Queen's University, Belfast.

Clark, T., 5 July 2004. A European UK Libraries Plus? *Lis-link* [Online]. Available from: lis-link@jiscmail.ac.uk [Accessed 30 July 2004].

Crawford, G.I., 1965. Oxygen in metals. In: J.M.A. Lenihan and S.J. Thompson, eds. *Activation analysis: Proceedings of a NATO Advanced Study Institute* 2–4 August 1964 Glasgow. London: Academic Press, pp.113–118.

Directive (EU) 2015/413 of the European Parliament and of the Council of 11th March 2015 facilitating cross-border exchange of information on road-safety-related traffic offences [2015] OJ L68/9.

Esquivel, L., 2003. Como agua para chocolate [Like water for chocolate]. Barcelona: Debolsillo.

European Commission, 2015. General report on the activities of the European Union 2014. Lux-embourg: Publications Office of the European Union.

Great Britain. Ministry of Defence, 2004. Delivering security in a changing world: defence white paper. London: TSO, (Cm. 6041).

- Great Britain. Parliament. House of Commons, 1988. Local government finance bill. London: HMSO, (Bills | 1987/88, 66).
- Great Britain. Parliament. House of Commons, 2004. National Savings investment deposits: account 2002–2003. London: National Audit Office, (HC 2003/04, 30).
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- Hua, L. 華林甫, 1999. Qingdai yilai Sanxia diqu shuihan zaihai de chubu yanjiu 清代以來三峽地區 水旱災害的初步研 [A preliminary study of floods and droughts in the Three Gorges region since the Qing dynasty]. Zhongguo shehui kexue 中國社會科學, 1, pp.168-79.
- The Human Medicines Regulations 2012 [Online], No.1916. United Kingdom: HMSO. Available from: http://www.legislation.gov.uk/uksi/2012/1916/pdfs/uksi_20121916_en.pdf [Accessed 17 April 2016].
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- Wilson, D., 2013. Real geometry and connectedness via triangular description: CAD example bank [Online]. Bath: University of Bath. Available from: https://doi.org/10.15125/BATH-00069 [Accessed 20 April 2016].
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