# Harvard cheat sheet

Cite Them Right (13th ed.), the Harvard style most UK universities use. It sets citations, not page layout.

## THE PAPER

| | |
|---|---|
| **Page layout** | Cite Them Right sets no margins, font or spacing. Use your department's handbook. CTR 13 |
| **Reference list** | At the end, titled "Reference list." Alphabetical by author, then by year. CTR 13 |
| **Same author, same year** | Add a, b, c to the year in the text and the list: 2019a, 2019b. CTR 13 |
| **Titles** | The title of the whole work in italics; an article or chapter title in single quotation marks. CTR 13 |
| **Online sources** | End with Available at: the URL, then (Accessed: the date you read it). CTR 13 |

## IN-TEXT CITATIONS

Author, year, and the page for a quote, in parentheses. Name the author in your sentence and the year follows in parentheses. CTR 13

| | |
|---|---|
| **One author, quote** | (Walker, 2017, p. 112) |
| **Two authors** | (Hershner and Chervin, 2014) |
| **Three authors** | (Aron, Botella and Lubart, 2019) |
| **Four or more** | (Caratelli *et al.*, 2010) |
| **Web page** | (Bernstein, 2002) |

## REFERENCE LIST ENTRIES CTR 13

### Book

Walker, M. (2017) *Why we sleep: unlocking the power of sleep and dreams*. Scribner.

### Journal article

Hershner, S.D. and Chervin, R.D. (2014) 'Causes and consequences of sleepiness among college students', *Nature and Science of Sleep*, 6, pp. 73–84. Available at: https://doi.org/10.2147/NSS.S62907.

### Newspaper article

Lewin, T. (2003) 'Disability requests reflect changes in SAT procedure', *The New York Times*, 8 November.

### Web page

Bernstein, M. (2002) *10 tips on writing the living web*. Available at: https://alistapart.com/article/writeliving/ (Accessed: 3 November 2026).

### YouTube video

TED (2019) *Sleep is your superpower | Matt Walker | TED*. 3 June. Available at: https://www.youtube.com/watch?v=5MuIMqhT8DM (Accessed: 3 November 2026).

### Film

*Lady Bird* (2017) Directed by G. Gerwig. [Feature film]. A24.

### Government report

National Cancer Institute (2018) *Taking time: support for people with cancer*. NIH Publication No. 18-2059. U.S. Department of Health and Human Services. Available at: https://www.cancer.gov/publications/patient-education/takingtime.pdf (Accessed: 3 November 2026).

### ChatGPT or other AI

OpenAI (2023) AI-generated text by ChatGPT with prompt 'Describe the symbolism of the green light in the book The Great Gatsby by F. Scott Fitzgerald', 8 March. Available at: https://chat.openai.com/chat (Accessed: 3 November 2026).

- In the text, up to three authors named; four or more, the first and *et al.*, in italics.
- The reference list names every author.

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