

Recommendations for referencing – Examples

(Harvard citation style)

All text references, notes or the list of cited literature should be provided in accordance with modern methodological requirements. In-text references consist of author's last name and the year of publication, e.g. (Gonnet 1997) or, if quoting (Filipović 1987: 56). In case of two authors both should be named (Kulić and Despotović 2001), and if referencing more than two authors, then (Delors et al. 1998). These cases should not be set out in the notes. Notes are exclusively used to complement, explain or comment something mentioned in the text.

Literature and reference list:

- Books
Last name, initials of the author. Year of publication. *Book title*: subtitle. Edition (only in case it is not the first edition). Place of publication: publisher.
- One author
Dizdar, S. 2011. *Od podatka do metapodatka*. Sarajevo: National and university library of Bosnia and Herzegovina.
- Two authors
Kirk, J., Munday, R.J. 1998. *Narative analysis*. 3rd ed. Bloomington: Indiana University Press.
- More than four authors
Levine, D.M. et al. 2004. *Statistics for Managers Using Microsoft Excel*. 4th ed. Upper Saddle River: Prentice Hall.
- Organization
International Association of Universities. 2000. *World List of Universities: And Other Institutions of Higher Education*. 22nd ed. London: Macmillan.
- Book editors
Last name, initials of the author. Year of editing. *Book title*: subtitle. Edition (only in case it is not the first edition). Place of publication: publisher.

Keene, E. ed 1998. *Natural language*. Cambridge: University of Cambridge Press.
- Chapter in a book
Last name, initials of the author. Year of publication. Title of chapter: subtitle. In: Last name of the author, initials of the editor (year of publication if different). *Book title*. Edition. Place of publication: publisher. Number of chapter or page number.

Smith, J. 1975. A source of information. In: W. Jones, ed. 2000. *One hundred and one ways to find information about health*. Oxford: Oxford University Press. Ch. 2.

Buchholz, B. 1983. Thiophene and thiophene derivatives. In: Mark H.F. et al. eds. *Kirk Othmer Encyclopedia of Chemical Technology*. 3rd ed. New York: Wiley. Vol. 22, pp. 965.973.

- Scientific or professional paper in Proceedings or Collection of papers
Last name, initials of author. Year of publication. Title: subtitle. In: last name, initials of editor. *Title of Proceedings: subtitle*. Place of publication: publisher, pages from-to.

Slatina, M. 2009. Dilemmas and disputes related to acquiring competences for teaching. In: *Third Conference Higher Education Reform – Implementation of the Bologna Principles at the University in Sarajevo: Proceedings*. Sarajevo: University in Sarajevo, pp. 109-126.

- Electronic book
Last name, initials of the author. Year of publication. *Book title: subtitle*, [media]. Edition. Place of publication: Publisher. Retrieved from: website address / URL. [date of access].

Avdagić, E. 2016. Menadžment modeli u organizacijama obrazovanja odraslih, [online]. Sarajevo: Institute za međunarodnu saradnju Njemačke sa visokim obrazovnim institucijama – DVV International (Ured u Bosni i Hercegovini). Retrieved from: <http://www.dvv-international.ba/bs/materijali/publikacije/> [22.09.2017.]

- Article in a journal / magazine
Last name, initials of the author. Year of publication. Article title: subtitle. *Title of the journal*. Volume (Nr. of issue), pages.

Milas-Bracović, M.; Barany, I.; Boras, D. 1986. Zastupljenost ključnih riječi iz naslova i teksta članka u njegovom autorskom sažetku. *Informatologia Jugoslavica*, 17 (3-4), pp. 243-265.

- Article in an electronic journal / magazine
Last name, initials of the author. Year of publication. Article title. *Title of the journal*, [media]. Volume (Nr. of issue), pages. Retrieved from: address [date of access].

Baker, T. 2002. A Grammar of Dublin Core. D-Lib Magazine, [online]. 6 (10), pp. 32-38. Retrieved from: <http://www.dlib.org/dlib/october00/baker/10baker.html> [11.11.2017.]

- Newspaper article
Last name, initials of the author. Year of publication. Article title: subtitle. *Title of newspaper*. Date. Pages.

Slapper, G. 2005. Corporate manslaughter, new issues for lawyers. *The Times*, 3 Sep. pp. 4-5.

- Article from a journal in a database
Last name and initials of the author. (Year of publication). Title: subtitle. Title of the journal. [media]. Volume/year of volume (Nr. Of issue), pp. from-to. Retrieved from: title of the document source that is the database, website address/URL. [access date].

Drobot M.; Aflori M.; Barboiu V. 2010. Protein immobilization on poly (ethylene terephthalate) films modified by plasma and chemical treatments. *Digest Journal of Nanomaterials & Biostructures*. [online]. Vol. 5 (1), pp. 35-42. Retrieved from: EBSCO, <http://web.ebscohost.com> [20.05.2010.]

- Article from an electronic newspaper
Last name, initials of the author. Year of publication. Article title: subtitle of the article or pages. *Title of the newspaper*, [media]. Volume (Nr. of issue), pages. Additional information on date. Retrieved from: address or [database]. [date of access].

Bush, V. 1945. AsWe May Think. Atlantic Mountl, [online]. 176, (1), pp. 101-108. Retrieved from: <https://www.theatlantic.com/magazine/archive/1945/07/as-we-may-think/303881/> [20.09.2017.]

- Other sorts of documents
- Referencing to publications of international organizations and other reports
Last name, initials of author, editor or responsible authority. Year of publication. *Title of the document: subtitle*. Place of publication: publisher.

International Organization for Standardization. 1998. *Dokumentacija – Bibliografske bilješke – sadržaj, oblik i struktura* (HRN ISO 690: 1998). Zagreb: Državni zavod za normizaciju i mjeriteljstvo. (Translation of the norm ISO 690:1987, Information and documentation – Bibliographical references – Content, form and structure.)

- Conference report
Last name, initials of author, editor or responsible authority. Year of publication. *Title of the conference report*. Place of the event, date. Place of publication: publisher.

UNDESA (United Nations Department of Economic and Social Affairs). 2005. *6th Global forum on reinventing government: towards participatory and transparent governance*. Seoul, Republic of Korea 24-27 May 2005. New York: United Nations.

- Conference paper
Last name, initials of author. (Year). Title of the paper, editor or name of the organization. *Title of the conference proceedings or title of the conference, place of the event, date*. Place of publication: publisher, pages from-to.

Chung-Lung, H.; Chi-Chun, L.; Chin-Long, T. 2004. Mobile Privacy and Identity Management, Rožić, N. & Begušić, D. eds. *Proceedings of 12th International Conference on Software, Telecommunications and Computer Networks, SoftCOM 2004, Split – Dubrovnik, Croatia – Venice, Italy, October 10-13, 2004*. Split: University of Split, pp. 17-21.

- Diploma thesis, master thesis or PhD dissertation
Last name, initials of the author. Year. *Title: subtitle*. Level (master, PhD...). Place of publication: publisher.

Richmond, J. 2005. *Customer expectations in the world of electronic banking: a case study of the Bank of Britain*. Ph. D. Anglia: Ruskin University.

Karlgrén, J. 2000. *Stylistic Experiments for Information Retrieval*, [online]. Ph. D. Stockholm: University Stockholm, Department of linguistics.

- DVD, video or film

Title of the DVD or video. Year of publication, [media]. Director. (if necessary:) country of origin, film studio or manufacturer. (Other relevant data).

Great films from the 80s: a selection of clips from Warner Brothers top films from the 1980s. 2005, [DVD]. New York: Warner Brothers

Health for all children 3: the video. 2004, [video]. London: Child Growth Foundation. (Narrated by D.B.M. Hall).

- Electronic sources

- Website

Last name, initials of the author. (Year). *Title: subtitle*, [online]. Place of publication: publisher (publisher in traditional sense or organization responsible for maintenance of the internet page). Retrieved from: website address / URL. [access date].

Holland, M. 1996. *Harvard System*, [online]. Poole: Bournemouth University. Retrieved from: https://www.bournemouth.ac.uk/service-depts/lis/LIS_Pub/harvardsyst.html [06.11.2017.]

- Blogs

Last name, initials of the author. (Year). Title of the individual posting. *Title of the blog*, [media]. Date of blog publication. Retrieved from: website address / URL. [access date].

Whitton Felix, 2009. Conservationists are not making themselves heard. *Guardian.co.uk Science blog*, [blog] 18 June. Retrieved from: <https://www.theguardian.com/science/blog/2009/jun/18/conservation-extinction-open-ground> [23.06.2009].

- Comments on the blog

Author of the comment. Year. Title of the individual posting. *Title of the blog*, [media]. Date of comment publication. Retrieved from: website address / URL. [access date].

D. Geezer, 2009. Conservationists are not making themselves heard. *Guardian.co.uk Science blog*, [blog] 18 June. Retrieved from: <https://www.theguardian.com/science/blog/2009/jun/18/conservation-extinction-open-ground> [23.06.2009].