

## About this Guide

BACK

### Referencing

Referencing is the formal acknowledgment of the sources used in your research. Not referencing the work of others can constitute plagiarism. Cambridge does not specify the use of a particular referencing style however two popular styles include:

#### Harvard referencing

Harvard referencing consists of two elements - in-text citations and detailed references. Both of these elements together are known as referencing. The in-text citation consists of the author(s) surname and the date of publication. For example:

(Smith, 2014)

The detailed reference sets out the full information for the resource including information on the author(s), year of publication, title, and place of publication. For example:

Smith, R. S., 2014 Research Methods for beginners. Cambridge: Cambridge University Press.

#### Chicago referencing

Chicago referencing includes in-text citations using superscript numbers that refer to footnotes that acknowledge the source of the information. A bibliography is expected at the end of the document, which provided full details of all sources cited and consulted, by the writer.

In the main text – superscript number (in numerical order):

Maxwellian field theory of the late 19th c. gave way to theoretical premises about the microstructure of matter based on the concept of the electron<sup>11</sup>

In the footnote – Author surname, (Year of publication), short title, page(s):

11. Buchwald, (1985), Maxwell to Microphysics, pp.128–31

In the bibliography - the full reference would appear as:

11. Buchwald, J.Z. (1985), From Maxwell to Microphysics, University of Chicago Press, Chicago pp.128–131

### Research design

A research design is basically a complete plan of how we expect to get from coming up with a topic, all the way to researching that topic and writing a research report about it. It comprises of how we plan to locate sources of information and select specific methods to gather new information.

#### Research Log

The purpose of the research log is to help plan, monitor and review progress and thinking throughout the research process. The log is included as an electronic appendix and cross referenced within the main body of the report.

The log should contain supporting evidence for how the research progressed the way it did. You may wish to include:

- Details of research as it is carried out:
  - Websites accessed and their URLs.
  - Books/journals/magazines consulted.
  - Using the proper referencing styles.
- Brief notes on content:
  - Including useful quotes (noting carefully where they came from) and comments about credibility/reliability/authority of source.
  - Questions that occur further research or to ask the tutor.
  - Ideas about how the research fits into the overall plan.
- Preparation and record of meetings with your teacher:
  - Questions for the teacher.
  - Suggestions made by the teacher.
  - Ideas about what to do next.