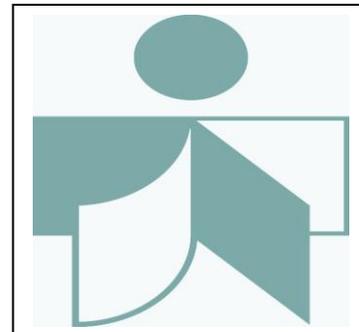


# Fitzwilliam College Library

## Quick information guide no. 2



### Research skills: reading lists

## Understand what you need so you know what you're looking for

October 2016

Sometimes when you look at your reading list or assignment, it's hard to work out whether the reference is to a book, a chapter in a book, a journal article, a paper from a conference or a World Wide Web document. Although there are different styles of constructing a citation to a piece of work, such as how the author's name is shown or the position for the date, there are common features which make it easy to identify the various types of work cited, once you know what you to look for. This brief guide will help you to spot the differences between types of references. This is important to know before you start trying to find them in libraries.

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### Books

Most reading lists you will receive include references to books that are key texts. Here are some citations or references to books. The part of the reference that tells you it is a book is the publisher and the place of publication.

- Craig, R.F. 1997, *Soil mechanics*, 6th ed., E &FN Spon , London.
- McGrew, William. 2004. *The cultured chimpanzee; reflections on cultural primatology*. Cambridge University Press, Cambridge.
- Edmonds, M. & Richards, C. eds. *Understanding the Neolithic of North-Western Europe*. Glasgow: Cruithne Press, 1998.

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### Chapters in books

Some books are made up of a collection of chapters or articles, each written by a different author, and usually with an editor. Your reference list may specifically mention the author of a particular chapter of a book (so that you read the right part of the book!) The reference contains double information – the names of the author and the editor; the title of the chapter and the whole book. These are references to chapters in books. The part of the reference that tells you it is a chapter or part of a book is the word 'in' followed by the editors and title of the whole book. Like references to books, they also have a publisher and place.

- Pearson, J.F., "Clinical assessment of placental function" in Hanson, M.A., Spencer, J.A.D. and Rodeck, C.H. (eds) *Fetus and neonate: physiology and clinical applications*, vol.3, Growth. Cambridge University Press, Cambridge , pp. 277-96.
- Wehner, R., "Sensory systems and behaviour" in Krebs, J.R. and Davies, N.B. (eds)., *Behavioural ecology; an evolutionary approach*, 4th ed. Blackwell Science: Oxford.
- Blackburn, S. "Relativism" in LaFollette, Hugh (ed), *The Blackwell guide to ethical theory*. Blackwell; Oxford.

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### Journal articles

Reading lists are likely to have references to journal articles. This is because journal articles are more up-to-date and relevant to current issues than books which take more time to be published. Academic journals are also extremely important because they publish the results of research on very specialized topics. These are references to journal articles. The part of the reference that tells you it is a journal article is the volume number, the issue number or month and the page numbers. Also notice that publisher or place of publication are NOT given in journal references.

- Witten, E. (2004). "When symmetry breaks down". *Nature*, vol.429, 3 June, pp507-8

- Gregson, N., Metcalfe, A. and Crewe, L. Identity, mobility and the throwaway society. *Environment and Planning D: Society and Space* (2007) 25(4) August, pages 682-700.
  - Shammass, C. 'The decline of British textile prices in England and British America prior to industrialization', *Economic History Review*, XLVII, 3(1994), pp.483-507.
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### Papers from conferences

Your reading list may have a reference to a paper presented at a conference or seminar, or to the complete published

papers of a conference or seminar. These are generally known as conference proceedings. The following are references

to conference proceedings. The part of the reference that tells you it is a conference proceeding are the words Proceedings ... , Conference ... or Papers from ...; the name of the conference and the organisation involved.

- Patak Physiological and Pharmacological Society proceedings, 1999, 67th meeting, Newcastle Australia.
  - Billington, J. H.; Schlesinger, A.; Wokler, R. Sir Isaiah Berlin . Proceedings of the American Philosophical Society - 2006 ; v. 150; no. 4 ; pages: 663-672, E.; Pennefather, J. N.; Story, M. E. The effects of tachykinins on uterine smooth muscle. Australian
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### World Wide Web documents

Increasingly the World Wide Web (WWW) is used to publish academic information and you may find that on your list there are references to documents on the Web. These are references to www documents and sites.

The part of the reference that tells you it is a WWW document or site is the URL (Uniform Resource Locator).

These references may also contain the word Retrieved and the date that it was last read online.

- Marzinotto, B. (2006) IEP BRIEFING 06/03 - Fit for EMU? Comparing the new member states with Southern Europe.  
Retrieved 17 Sept 2007 from <http://www.chathamhouse.org.uk/research/economics/papers/view/-/id/392/>
  - Talking Embryos: Under an interdisciplinary microscope. Broadbent and Jensen, Centre for Family Research, University of Cambridge .15 May 2006 . Retrieved 17 Sept 2007 from <http://www.bionews.org.uk/commentary.lasso?storyid=3027>
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### Incomplete references

Unfortunately, reading lists will occasionally give incomplete information. This means you will have to look a bit harder, possibly using an electronic database or a printed index. You may need to ask for assistance with your search – either refer back to whoever compiled the reading list, or alternatively, ask a librarian – they're friendly, knowledgeable and like to be helpful.

Here are some problem citations and some hints to help you discover what you need.

- Andrew Preston, "Bridging the Gap between Church and State in the History of American Foreign Relations," *Diplomatic History* (2006)
- A journal article without volume and pagination details – but at least you know the year – so it shouldn't be too hard to find the right article if you can find the printed index for the year which is usually provided annually by the publisher.
- Donald Meyer, *The Protestant Search for Political Realism, 1919-1941* (1960; 1988)
- Two different dates – probably two different editions and it doesn't matter which one you chose/ can find.
- Rey, Felix A. (2007) Holed up in a natural crystal. *Nature* p 35
- No volume given and there are several volumes each year for this journal. You could look at page 35 in each volume for 2007 or, more efficiently search online at the Nature website for the author and a keyword from the title. If you're within the cam domain, you'll even get full text and you'll be able to read it immediately.
- -----, ed., *Under Sentence of Death: Lynching in the South* (1997)
- This is not an incomplete reference; it is a time-saving convention which means that this item was written by the same author as the previous one in the list.