

How To Construct A Bibliography

- A Bibliography or Reference List is organised in alphabetical/numerical order by the first letter /number of each reference entry.
 - This is usually the first letter of the author's surname, but not always, as you will see in the example below.
 - If your entry is long and needs to move to another line on the page, you must use a hanging indent in the 2nd and following lines.
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Ancient Chinese government (2012)

<http://www.ancientmilitary.com/ancient-china-government.htm>. Viewed 11 August 2016

Challen, Paul et. al. Religion in the Ancient World. Ontario : Crabtree, 2012

China. World Book Encyclopedia, Vol.3. Chicago : World Book Inc., 2011. p. 436

Civilizations of the Ancient World : a visual sourcebook. Edited by Prof. Dominic Rathbone. London : Thames & Hudson, 2009

Nicholson, Robert and Watts, Claire. Journey into civilization : Ancient China. New York : Chelsea Juniors, 1994

Steele, Philip. Step into the Chinese Empire. London : Lorenz, 1998

How to construct your bibliography

Note the punctuation in the examples

FOR A BOOK with an author

Author's last name Book title underlined Publisher

Steele, Philip. Step into the Chinese Empire. London : Lorenz Books, 1998

Author's first name Place of Publication Year of publication

FOR A BOOK with an editor

Title underlined,
(First position if no author) Editor's name

Civilizations of the ancient world. Edited by Dominic Rathbone.

Indent after 1st line Place of publication Publisher Year of publication

East Sussex: Ivy Press, 2009

How to construct your bibliography

FOR AN ARTICLE IN AN ENCYCLOPEDIA

Title of article
China. World Book Encyclopedia, Vol.3. Chicago : World Book Inc., 2011. p.499
Year of publication
Page number in volume
Title of Encyclopedia & volume used
Place of publication
Publisher

FOR A WEBSITE

Website author
Lin, Liyao. (2011) Top 10 Inventions. "China.org.cn"
Year site last updated
Name of page
<http://www.china.org.cn/top10.htm>
URL of website
Viewed 11 August 2016
Name of website
Date you found information on website