Quickstart MHRA Footnotes Referencing Guide

More guidance and further referencing examples can be found in the full guide:
https://librarydevelopment.group.shef.ac.uk/referencing/mhra-footnotes.html

Introduction

Referencing in the MHRA Footnotes style is a three–part process:

- Footnote number – numerical reference in the text referring to a footnote.

- Footnote – bibliographical details of source material referred to in the text.

- Bibliography – list of all materials consulted with full bibliographic details.

Creating a Footnote Number/Footnote

- Footnotes are numbered sequentially throughout the text and are written in superscript, and should be placed at the end of a sentence after the full stop, e.g. end of sentence. [2]

- The corresponding footnote should be at the bottom of the page in which the footnote number appears.

References

- References need to be formatted with a hanging indent.

- The names of up to three authors should be given in full; for works with more than three authors, only the first name should be given, followed by 'and others'.

- Do not put a full stop at the end of the reference in the bibliography.

Book/ebook

In the footnotes

Footnote number Author Forename Surname, *Title of book*, Edition (if not the first) (Place of publication: Publisher, Year of publication), pages used. [If an ebook] Supplier/Platform/file ebook.

[6] Patrick McCarthy, *Albert Camus: The Stranger*, 2nd edn (Cambridge: Cambridge University Press, 2004), pp. 11-12. Ebook Central ebook.

In the bibliography

Author Surname, Forename, *Title of book*, Edition (if not the first) (Place of publication: Publisher, Year of publication) [If an ebook] Supplier/Platform/file ebook

McCarthy, Patrick, Albert Camus: The Stranger, 2nd edn (Cambridge: Cambridge University Press, 2004) Ebook Central ebook

Book – chapter in an edited book

In the footnotes

Footnote number Chapter author Forename Surname, 'Chapter Title', in *Name of book*, ed. by Editor Forename Surname, Edition (Place of publication: Publisher, Year), pages of chapter (pages used).

[7] Gabor Thomas, 'The Prehistory of Medieval Farms and Villages: From Saxons to Scandinavians', in *Medieval Rural Settlement: Britain and Ireland, AD 800-1600* ed. by Neil Christie and Paul Stamper (Oxford: Windgather Press, 2012), pp. 43-62 (p. 45).

In the bibliography

Chapter author Surname, Forename, 'Chapter Title', in *Name of book*, ed. by Editor Forename Surname, Edition (Place of publication: Publisher, Year), pages of chapter

Thomas, Gabor, 'The Prehistory of Medieval Farms and Villages: From Saxons to Scandinavians', in *Medieval Rural Settlement: Britain and Ireland, AD 800-1600* ed. by Neil Christie and Paul Stamper (Oxford: Windgather Press, 2012), pp. 43-62

Images and Figures

This guidance is for referencing images and figures that you are **referring** to in your work. If you have **inserted** an image or figure into your work please see the "Guidance for taught course students inserting images and figures into university work.":
https://xerte.shef.ac.uk/play.php?template_id=836

In the footnotes

Footnote number Artist/Creator Forename Surname, Details of image/figure following the format for the source where you viewed it.

In the bibliography

From an online collection/social media site, e.g. Flickr, Instagram, etc.

Artist/Creator Surname, Forename, *Title of image/figure*, description, Name of site, day month year of publication <URL> [Date accessed]

Bridges, Derek, *Man Cat*, digital photograph, Flickr, 22 December 2008 <https://www.flickr.com/photos/derek_b/3145058691/> [accessed 18 January 2018]

From a museum/gallery (either viewed in person or online)

Artist/Creator Surname, Forename, *Title of image/figure*, Year, description (include dimensions in cm if available), [If viewed in person] Holding institution, Location [If viewed online] <URL> [Date Accessed]

Drouais, Jean-Germain, *Marius at Minturnae*, 1786, oil on canvas, 271 × 365cm, Musée du Louvre, Paris

From a journal

Artist/Creator Surname, Forename, 'Title of image/figure', description, 'Title of journal article' Author of journal article (if different to Artist/Creator) Forename Surname, *Title of Journal*, Volume.Issue, Page range of article (Page number of image/figure) [If online] <URL/DOI>

Jones, Jeanette Eileen, 'Emigrants Sent by the American Colonization Society to Liberia, 1847-74', table, in '"The Negro's Peculiar Work": Jim Crow and Black Discourses on US Empire, Race, and the African Question, 1877-1900', *Journal of American Studies*, 52.2 (2018), 330-57 (p. 341) <https://doi.org/10.1017/S0021875817001931>

From a book/ebook

Artist/Creator Surname, Forename, Year, 'Title of image/figure', description, in *Title of Book* by Author of book (if different to Artist/Creator) Forename Surname, (Place of publication: Publisher), Page number [If online] Supplier/Platform ebook

Sutherland, Graham, 1941, 'Devastation 1941: City, Twisted Girders', painting, in *Reading the Ruins: Modernism, Bombsites and British Culture* by Leo Mellor (Cambridge: Cambridge University Press, 2011), p. 119. Proquest Ebook Central ebook

Journal article

In the footnotes

Footnote Number Author Forename Surname, 'Title of article', *Title of Journal*, Volume.Issue (Year), page range of article (pages used) [If online] <URL> [Date accessed] OR <DOI>.

[13] Rebecca S. Miller, 'Hucklebucking at the Tea Dances: Irish Showbands in Britain 1959-1969', *Popular Music History*, 9 (2014), 225-47 (pp. 226-27) <http://doi.org/10.1558/pomh.v9i3.31855>.

In the bibliography

Author Surname, Forename, 'Title of article', *Title of Journal*, Volume.Issue (Year), page range [If online] <URL> [Date accessed] OR <DOI>

Miller, Rebecca S., 'Hucklebucking at the Tea Dances: Irish Showbands in Britain 1959-1969', *Popular Music History*, 9 (2014), 225-47 <http://doi.org/10.1558/pomh.v9i3.31855>

Reports

In the footnotes

Footnote Number Author Forename Surname OR Corporate Author, *Title of report*, Report number (if available) (Place of publication: Publisher, Year of Publication), pages used (if available). [If online] <URL> [Date accessed].

[14] National Trust, Impact Review 2017/18 (Wiltshire: National Trust, 2018), p.7
<https://www.nationaltrust.org.uk/documents/impact-review-201718.pdf> [accessed 20
September 2018].

In the bibliography

**Author Surname, Forename OR Corporate Author, *Title of report*, Report number (if
available) (Place of publication: Publisher, Year of Publication), pages used (if available).
[If online] <URL> [Date accessed]**

National Trust, Impact Review 2017/18 (Wiltshire: National Trust, 2018), p.7
<https://www.nationaltrust.org.uk/documents/impact-review-201718.pdf> [accessed
20 September 2018]

Web page

In the footnotes

**Footnote number Author Forename Surname OR Corporate Author, 'Title of page', *Name of
website*, Year <URL> [Date accessed].**

[15] Met Office, 'Urban Climate Impacts', *Met Office*, 2014
<https://www.metoffice.gov.uk/research/climate/climate-impacts/urban> [accessed 22
January 2018].

In the bibliography

**Author Surname, Forename OR Corporate Author, 'Title of page', *Name of website* <URL>
[Date accessed]**

Met Office, 'Urban Climate Impacts', *Met Office*, 2014
<https://www.metoffice.gov.uk/research/climate/climate-impacts/urban> [accessed
22 January 2018]

Summary

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