A vital part of producing professional and rigorous academic work is the acknowledgement of the sources of information from which data, research or ideas have been derived from. Failure to appropriately recognise the work of another author can result in charges of plagiarism. Therefore, it is important to acknowledge sources whether they are summarised, paraphrased or quoted. This also applies to images, videos, charts and graphs found in print or online.

It has been recognised that our referencing style is dependent on our academic institutions and experiences and what feels most familiar. Therefore, this guide has been created to standardise the referencing style for the articles submitted within *The British Student Doctor Journal (The BSDJ)*.

**Introduction to The BSDJ referencing style**

*The BSDJ* referencing style is a combination of the Vancouver referencing and Cardiff Vancouver referencing styles.

Any ideas that are quoted in full or in part, or paraphrased, must be cited by inserting a number in brackets at the end of the sentence. The complete list of references should be included at the end of the text. Below, you can see an example of this referencing style. This work has been paraphrased from an article from the first issue of *The BSDJ* by Dr Peter Edwards titled ‘Why I am pursuing a career in general practice’.

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**Example 1**

General practice is in a recruitment crisis. 2015 saw 28% of UK GP training posts unfilled after the first round of recruitment, with some of the worst affected areas reporting vacancy rates of over 60%. (1) This misconception that general practice is a ‘lesser’ career than other specialities appears to be widespread throughout UK medical schools, (2) and is likely to be contributing towards the recruitment crisis in the field. With reports that 90% of all NHS contact occur in general practice, (3) the discipline offers great scope for contributing to research that will improve patient care on a massive scale.

Citations
When you refer to the work or ideas of another author, you must acknowledge this by ‘citing’ the source by inserting a number in your text.

- Numbers are generally inserted after punctuation marks (full stops, commas, colons and semi-colons). The numbers should also be written in round brackets.

**Example 2**
In 2011, a study of over 500 medical students at 7 UK medical schools found that only 14% submit their work to peer-reviewed journals. (1)

- **Citing two or more sources:** If two or more sources are cited together, write a number for each source separated by a comma e.g. (1, 2) or (5, 7).

- **Citing more than two consecutive sources:** If more than two sources are cited together, then a hyphen can be used instead of a comma e.g. (3-6).

- If a different section of the same source is cited, then continue to use the same cited number to reference the source.

Direct quotations
It is strongly encouraged to paraphrase the work of another author. However, sometimes it is not possible to present this in a succinct way or quotations are required for analysis.

All quotations should be placed in double quotation marks, followed by a citation number as shown above.

**Example 3**
"The complexity of medical journals, and the high-level of expertise required for submitting manuscripts to journals, can be a barrier to participating in academic publishing." (2)

Your reference list
The reference list collates provides a comprehensive description of each of the citations placed in-text.

**General rules for references:**
- The list is to be written in numerical order.
- The author’s last name is written first, followed by the initial of his/her first name.
- For less than 6 authors, include the full list of their names and initials. If there are more than 6 authors, use *et al.* (meaning others) after the sixth author’s name.
• You can abbreviate journal titles in accordance with the conventions found. The official abbreviations for medical journal titles can be found in Pubmed’s Journals Database (http://www.ncbi.nlm.nih.gov/sites/entrez)
• Capitalise the first letter of each author’s last name and each initial. The first letter of the publication title, the first letters of all the main words in the title of a journal and all first letters of a place name and publisher should be capitalised.
• Abbreviate all mentions of calendar months to the first three letters e.g. Jun, Aug, Sep

Common references

**Book**
Author(s). Title. Place of Publication. Publisher; Year of publication.


**Book Chapter**
Chapter Author(s). Title of chapter. In: Book Editor(s). Book title. Place: Publisher; year.
Chapter page numbers.


**Journal Article**
Author(s). Article title. Journal Title. Year; volume: pages.


**Electronic Journal Article**
Author(s). Article title. Journal Title. Year; volume:page numbers [accessed day Month year]. Available from: URL.


**Webpage**
Author or Organisation (if available). Title of web page. Place: Publisher; year (if available) [accessed day month year]. Available from: URL.

Annual report paper


Annual report online

Author. Organisation. Title. Report number. Title of web page. Place: Publisher (if available) [accessed day month year]. Available from: URL.


Other references

Image/ Diagram/ Table

Under the image/ diagram or table, add a title followed by a footnote number. This should be followed by a numerical citation.

Example 4 – footnote under image/diagram/table

Fig. 1. Social media campaign. 1

The reference should follow the guidelines according to its source type.

Newspaper article

Author(s). Title. Newspaper title. Year month date (p. page number).

Benoit B. G8 faces impasse on global warming. Financial Times. 2007 May 29 (p. 9).

Online newspaper article

Author(s). Title. Year month date [accessed date month year]. Available from: URL.

Elliot L. Richest 62 people as wealthy as half of world's population, says Oxfam. The Guardian. 2016 Jan 18 [accessed 3 May 2017]. Available from:

Conference Paper

Author(s). Title of conference paper. In: Editor/Organisation. Title; Year month dates; City of publication. Country of Publication: Publisher; Year of Publication. p. page numbers.


PhD thesis

Author. Title [PhD thesis]. City of publication: Academic institution; year of publication.


DVD/Video

Director. Title. [DVD]. City

For a video, replace [DVD] with [video].

For any other referencing queries, please contact editorinchief@thesdj.org.uk

Thank you to Cardiff University for allowing us to adopt the Cardiff University Vancouver referencing system for The British Student Doctor Journal.