



# Truman Bodden Law School Library

## LIBRARY TIP

### OSCOLA Referencing Using "Cite Them Right"

The University of Liverpool subscribes to Macmillan's *Cite Them Right*, a comprehensive and reliable guide to referencing almost anything you will come across in the course of your legal studies or research. *Cite Them Right* can advise you about how to reference certain sources according to different referencing styles – in your case, the OSCOLA.

The direct link to access *Cite Them Right* is <https://www-citethemrightonline-com.liverpool.idm.oclc.org/Home>. When prompted, log in using your Liverpool credentials.

Here's a quick guide on how to use *Cite Them Right* when referencing a printed book:

The screenshot shows the Macmillan Cite Them Right website. The top navigation bar includes 'HOME', 'BASICS', 'BOOKS', 'JOURNALS', 'DIGITAL & INTERNET', 'MEDIA & ART', 'RESEARCH', 'LEGAL', 'GOVERNANCE', 'COMMS', 'TUTORIAL', and 'INDEX'. A search icon is located on the right. Below the navigation bar, there is a section for 'BROWSE BY REFERENCING STYLE' with buttons for 'HARVARD', 'APA 7TH', 'APA 6TH', 'CHICAGO', 'IEEE', 'MHRA', 'MLA', 'OSCOLA', and 'VANCOUVER'. The 'OSCOLA' button is highlighted. Below this, there are four columns of categories: 'Popular book items', 'Literature and events', 'Reference works and scriptures', and 'Miscellaneous (alphabetical)'. Under 'Popular book items', there are sub-categories: 'Printed books', 'Chapters or sections of edited books', and 'Electronic books'. Three blue callout boxes provide instructions: 1. 'Click the dropdown menu beside "BOOKS".' 2. 'Select OSCOLA for referencing style.' 3. 'Select "Printed books" for source type.'

# Printed books

OSCOLA

Here are the guidelines for referencing printed books according to the OSCOLA referencing style.

## Citation order:

- Author
- Book title (in italics and capitalise first letter of each word in title, except for linking words such as and, or, the, for)
- Edition, publisher year (in round brackets)

4. *Cite Them Right* shows you the correct citation order for referencing a printed book, as well as examples on how the reference should appear in footnotes or in bibliography.

## Example in footnotes

1. Alan Dignam and John Lowry, *Company Law* (9th edn, OUP 2016).

## You try

Help

Footnote number    Author, *Title* (Edition, Publisher year of publication).

*Italicise*

Email

## Example in bibliography

Dignam A and Lowry J, *Company Law* (9th edn, OUP 2016)

## You try

Help

Author, *Title* (Edition, Publisher year of publication)

*Italicise*

Email

## Oxford University Standard for the Citation of Legal Authorities (OSCOLA)

You're viewing the OSCOLA referencing system.



To learn more about using the OSCOLA referencing system, try the resources below.

## OSCOLA: general guidance

- OSCOLA: guidelines
- Top ten tips
- How can I avoid plagiarism?
- How do I reference a source quoted in another author's work? (Secondary referencing)
- What is common knowledge?

5. The "You try" feature enables you to easily construct your own reference by replacing the example text with information relevant to your source. You can either copy/paste your reference into your assignment or email it to yourself.