How to create graphic in-text references using the Harvard Referencing System

What do I need to reference?

You need to acknowledge other people’s work from the information sources you are using in the creation of your assignments. Referencing helps you to avoid plagiarism, it shows respect for other people’s intellectual rights, shows your readers what you have researched and how you have used the information and enables them to find the information sources if they need to (from the SACE Board of S.A. Student Guide to Referencing, 2015).

As well as acknowledging in-text an author’s written words, you must acknowledge all other information sources you have used. These include information expressed as

- Visual references (maps, graphs, charts, diagrams, photos, pictures)
- Table references (any kind of information presented in table form)

This information should be inserted in-text as closely as possible to where you make reference to it and it should be used as evidence to support your research.

The in-text acknowledgement includes the author (or title), date and page number/s if they are known within the body of your work whenever you directly quote their words or work or when you summarise or use their ideas, text, diagrams, images or tables.

The full source in-text acknowledgements are listed in a Reference List on the last page of your assignment. Use the Online Referencing Generator tool (ORG) to generate your references for the Reference List. The ORG tool is available from the Quick Links box on the RHS Library webpage.

If you are unsure how to use the ORG check out the relevant How to use the Online Referencing Generator@ RHS Library available from the library, library folder on the public network or from the RHS Library website under the Research Toolkit tab.

Visual references

- You should label all visual references as Figure, using consecutive numbers, eg. Figure 1; Figure 2 etc. Do not label them with their particular format, like Graph 1; Photo 1; Photo 2; Picture 1 etc.
- Include the figure’s caption and your referencing below your figure (centred) and in the text itself where you make reference to the figure.

![Figure 1: Australian Dairy Exports by State (A$ million) (DEPI 2014)](image)

For more information about in-text referencing check out How to create in-text references using the Harvard Referencing System @ RHS Library available from the library, library folder on the public network or from the RHS Library website under the Research Toolkit tab.
REMEMBER:

This visual reference (example 1) should be inserted in-text as closely as possible to where you make reference to it and it should be used as evidence to support your research.

For example as evidence to support your research:

As Figure 1 clearly shows, Victoria has the largest dairy exports compared to other states as prepared by the DEPI (2014).

OR

Victoria has the largest dairy exports as shown in Figure 1 (DEPI 2014).

You also need to provide a detailed reference in your Reference List at the end of your assignment. Use the ORG to automatically create it.

The detailed reference for Figure 1 using the ORG is:


Table References

- Label all tables as Table, using consecutive numbers, eg. Table 1, Table 2 etc.
- Include the table’s caption and your referencing below your table (centred) and in the text itself where you make reference to this table.

<table>
<thead>
<tr>
<th>Country</th>
<th>Year</th>
<th>Age range (years)</th>
<th>Proportion obese (per cent)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Boys</td>
</tr>
<tr>
<td>New Zealand</td>
<td>2002</td>
<td>5-14</td>
<td>9.9</td>
</tr>
<tr>
<td>England</td>
<td>2002</td>
<td>2-15</td>
<td>5.5</td>
</tr>
<tr>
<td>Australia</td>
<td>1985</td>
<td>2-7</td>
<td>4.3</td>
</tr>
<tr>
<td>USA</td>
<td>1994</td>
<td>0-12</td>
<td>n.a.</td>
</tr>
<tr>
<td>Scotland</td>
<td>1994</td>
<td>4-11</td>
<td>2.1</td>
</tr>
<tr>
<td>England</td>
<td>1994</td>
<td>4-11</td>
<td>1.7</td>
</tr>
<tr>
<td>Russia</td>
<td>1992</td>
<td>5-18</td>
<td>n.a.</td>
</tr>
</tbody>
</table>

Table 1: International comparisons of obesity among children (Parliament of Australia 2006)

REMEMBER:

This visual reference (example 2) should be inserted in-text as closely as possible to where you make reference to it and it should be used as evidence to support your research.

For example as evidence to support your research:

As Table 1 shows international comparisons of obesity are especially problematic for children, because of the different age ranges that are measured and differences in the years in which surveys are conducted (Parliament of Australia 2006).

You also need to provide a detailed reference in your Reference List at the end of your assignment. Use the ORG to automatically create it.

The detailed reference for Table 1 using the ORG is: