Manchester University College of Pharmacy
Referencing Guide

GENERAL INFORMATION

- List all authors if six or less, but only list the first three authors followed by “et al.” if there are more than six.
- Do not specifically mention that a book is in its first edition; only indicate edition numbers if it is the second edition or above.
- The version that is used is the one that should be cited (i.e., consider print vs. electronic).
- Do not format hyperlinks as active text.
- For publication locations outside the U.S., cite the full name of the city and country (e.g., Paris, France).

PRINT REFERENCES

Journal Article (Print)
Author(s) Last Name First Initial Middle Initial. Title of article. Accepted Abbreviation of Journal Title. Year; Volume(Issue Number): Inclusive Page Numbers.


Print Books
Editor(s) Last Name First Initial Middle Initial, eds. Title of Book. Edition Number. City of Publication, State Abbreviation: Publisher’s Name; Copyright Year.


Reference to a Chapter in a Book
Chapter Author(s) Last Name First Initial Middle Initial. Title of chapter. In: Editors Last Name First Initial Middle Initial, eds. Name of Book. Edition Number. City of Publication, State Abbreviation: Publisher’s Name; Year: Inclusive Page Numbers.


Print Monographs
Same as references to chapters in a book

Package Inserts
Brand name of Medication [package insert]. City of Manufacturing, State Abbreviation: Manufacturer’s Name; Year.


Podium/Poster Presentations
Chapter Author(s) Last Name First Initial Middle Initial. Title of poster. Paper/Poster presented at: Name of Conference/Location; Month Day, Year; City, State Abbreviation.

Hovestreydt L, Tiwari R. Implementation of an automatic therapeutic substitution program using CPOE. Poster presented at: ASHP Midyear Clinical Meeting; December 5, 2011; New Orleans, LA.
ELECTRONIC REFERENCES

Online Journals
Chapter Author(s) Last Name First Initial Middle Initial. Title. Accepted Abbreviation of Journal Title. Year; Volume(Issue Number): Inclusive Page Numbers. doi.


Online Books
Editor(s) Last Name First Initial Middle Initial, eds. Book Title. Edition Number. City of Publication, State Abbreviation: Publisher’s Name; Copyright Year. URL. Accessed Date.


Reference to a Chapter in an Online Book
Chapter Author(s) Last Name First Initial Middle Initial. Chapter title. In: Editors Last Name First Initial Middle Initial, eds. Book Title. Edition Number. City of Publication, State Abbreviation: Publisher’s Name; Copyright Year: Inclusive Page Numbers. URL. Accessed Date.


Web Sites
Author(s) Last Name First Initial Middle Initial (if indicated). Title of Specific Item Cited (If none, cite organization responsible for the site). Name of the web site. URL. Published Date (if available). Updated Date (if available). Accessed Date.


Databases
Author(s) Last Name First Initial Middle Initial (if indicated). Title of the Database. City of Publication, State Abbreviation: Publisher’s Name; Year of Publication and/or Last Update. URL. Accessed Date.

Lexi-Comp Online
Name of monograph, specific topic or chart. Specific Database. Lexi-Comp Online. Lexi-Comp, Inc. Hudson, OH. Available at: http://online.lexi.com/crlonline. Accessed Date.


Micromedex