

Referencing Quick-Reference Sheet

Harvard and APA formats side by side, one page.

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Element	Harvard	APA (7th)
In-text citation	(Smith, 2023)	(Smith, 2023)
Direct quote	(Smith, 2023, p.14)	(Smith, 2023, p. 14)
Two authors	(Smith and Jones, 2023)	(Smith & Jones, 2023)
Three+ authors	(Smith et al., 2023)	(Smith et al., 2023)
Reference list order	Alphabetical by surname	Alphabetical by surname
Book reference	Smith, J. (2023) Title. City: Publisher.	Smith, J. (2023). Title. Publisher.
Journal article	Smith, J. (2023) 'Title', Journal, 12(3), pp.1-10.	Smith, J. (2023). Title. Journal, 12(3), 1-10.

Important

Always confirm the exact formatting rules with your own institution — style guides vary slightly between universities even within the same referencing system.