

## **Migration Stories NW: Referencing for Map Entries**

The aim with references is to provide the detail someone would need to find the original sources you used. However, we also want to keep references as short, simple and unobtrusive as possible.

Please don't include details of references within your main text but list them altogether in the 'References' section that will appear at the bottom of your story.

### **Referencing more than one source**

Please use a numbered system of footnotes to cite your sources. IMPORTANT!: Please don't insert actual footnotes within your document but instead type numbers as superscript: <sup>1</sup> This is because the footnote format won't transfer when uploading entries onto our website. If you find this difficult, don't worry - just put the numbers in brackets and highlight, so we can amend during editing.

If you reference the same source more than once in your entry, put the same reference number again that you used the first time in order to avoid repetition.

### **Format for referencing (please note and replicate the punctuation here!)**

#### **Books:**

- Author's initial and surname, year of publication. *Title in italics*. Edition, if applicable. Place of publication: publisher.  
**For example:** J. Champness, 1993. *Lancaster Castle: A Brief History*. Lancaster: Lancashire County Books.
- If two authors, use '&' for brevity. If three or more, write the first author only and put et al. instead of all the other names.

#### **Chapter from edited book:**

- Initial and surname of author of chapter, year of publication. Title of chapter. In: Book author's initial and surname ed. (or eds. if more than one editor). Book title in italics. Place of publication: publisher. Remember the & / et al guidance for editors' names.  
**For example:** R. Taruskin, 1988. The pastness of the present and the present of the past. In: N. Kenyon (ed.) *Authenticity and early music*. Oxford: Oxford University Press.

#### **Article from journal:**

- Author's initial and surname, year of publication. Title of article [with hyperlink if online]. *Title of journal in italics*. Vol no (issue no).  
**For example:** J. Perry, 2020. [The German Pork Butchers of Dublin, 1900-c1945](#). *The Journal of Genealogy and Family History* 4 (1).

#### **Websites:**

- Author's initial and surname (if possible), date of publication (if possible), title of article or website. Please create a hyperlink from the title of the article or website to avoid having to put urls. You DON'T need to put the date accessed.

### References to archive records:

For things like books or magazines you can follow the format above but for other items it might be more appropriate to give a short description of the item + the date. Use the archive catalogue to help you here. Also make sure to add the name of the relevant archive office (or online archive database) and the archive reference number at the end.

**For example:** Reception order for Pedro Vasquez, Whittingham Hospital, 1906. Lancashire Archives: Ref HRW/12/1/13165.

### References from Ancestry:

For these, you'll need to provide the link to the original database (e.g. the census or passenger list) that Ancestry is hosting. You will find this by scrolling down on the page of the doc you're looking at to where it says: Source Information / Original data.

Follow this format: Title of doc in italics. Ancestry.co.uk [as a hyperlink to home page]. Original data: [insert relevant info here].

**For example:** Frederick Kramer, *UK, Naturalisation Certificates and Declarations, 1870-1916*, [ancestry.co.uk](https://www.ancestry.co.uk). Original data: HO 334; Piece 57, The National Archives.

### References from the British Newspaper Archive database:

Again, we need to add the database host (in this case, the British Library) so just follow this format each time:

*Lancashire Evening Post*, 15 May 1915. The British Library Board, [britishnewspaperarchive.co.uk](https://www.britishnewspaperarchive.co.uk).

For dates with months longer than six letters, please abbreviate, e.g. Jan Feb etc

### Further Information

If you have suggestions for further reading, then leave a line under your last reference and list these in alphabetical order (so we understand that this is different from the specific references you used to write the entry).

This further reading could be books or websites. For websites, just put the name of the site and create a hyperlink.