MHRA (4th ed.) style sheet

We recommend that you use this style sheet in conjunction with your School's style guide and the guidance available via Cite them Right Online. For general help with referencing see the Academic Skills Kit.

You'll find further information on using MHRA on the MHRA Style Guide Online.

MHRA style rules

There are two formats within the MHRA referencing style, citation in notes, and author-date. Citation in notes is most often used at Newcastle University. For information on the author-date version of the style, see the MHRA Style Guide Online.

Citation

MHRA citation in notes is a footnote style. A superscript number is placed in the text and a citation is placed in the corresponding footnote below your text. (Sometimes, endnotes can be used in place of footnotes, so check with your lecturer which are preferred). For example:

In the text:

Recent research shows that creating a search plan is the ideal.[1]

In the footnote:

1. Jonathan Grix and Gerald Watkins, *Information skills: finding and using the right resources* (Palgrave Macmillan, 2010), p. 3.

The first time you cite a source, full details are given in the footnote. A **short citation,** featuring the author's surname, first few words of the title, plus a page number if relevant, can be given for subsequent entries. For example:

2. Grix and Watkins, *Information skills,* p. 4.

MHRA also allows for use of ibid. ('in the same place') in the footnote to denote where a source has been referenced consecutively.

Visit Cite them Right Online for more information on how to format your footnotes.

Bibliography

Your bibliography should contain the full reference for all information sources cited and read. Generally, primary sources, such as manuscripts, films and unpublished documents, are listed separately from secondary sources but you should check with your School to confirm preferred layout.

All secondary sources should be arranged alphabetically by surname of the first author. Unlike in the footnote, the name of the first listed author of a source is given as, surname, forename.

Following authors or editors are given as, forename, surname. Arrange sources with no author alphabetically by title.

MHRA reference examples:

A selection of examples to get you started, check out [Cite them Right Online](#) for more.

Book

Footnote:

Forename Surname, *Title*, edn (Publisher, year of publication), Page number.

Bibliography:

Surname, Forename, *Title*, Edition (Publisher, year of publication)

For example:

Footnote:

1. Jonathan Grix and Gerald Watkins, *Information skills: finding and using the right resources* (Palgrave Macmillan, 2010), p. 29.

Bibliography:

Grix, Jonathan, and Gerald Watkins, *Information skills: finding and using the right resources* (Palgrave Macmillan, 2010)

E-book

Footnote:

Forename Surname, *Title*, edn (Publisher, year of publication), page reference, doi: or <URL> [accessed date].

Bibliography:

Surname, Forename, *Title*, edn (Publisher, year of publication), doi: or <URL> [accessed date]

For example:

Footnote:

1. Renata Salecl, *A passion for ignorance: what we choose not to know and why,* (University Press, 2020), p.45, <https://libsearch.ncl.ac.uk/permalink/f/1jraif3/NCL_ALMA51177598120002411> [accessed 12 April 2020].

Bibliography:

Salecl, Renata, *A passion for ignorance: what we choose not to know and why,* (Princeton University Press, 2020), <https://libsearch.ncl.ac.uk/permalink/f/1jraif3/NCL_ALMA51177598120002411> [accessed 12 April 2020]

An edited book chapter

Footnote:

Forename Surname, 'Title of chapter/section', in *Title of book*, ed. by Name of editor of book (Publisher, year of publication), pp. Page numbers of chapter/section (p. page number), doi: *if applicable.*

Bibliography:

Surname, Forename, 'Title of chapter/section', in *Title of book*, ed. by Name of editor of book (Publisher, year of publication), pp. Page numbers of chapter/section, doi: *if applicable*

For example:

Footnote:

1. Cindy Isenhour, 'Sustainable consumption and its discontents', in *Sustainability: key issues*, ed. by Helen Kopnina and Eleanor Shoreman-Ouimet (Routledge, 2015), pp. 133-154 (p.135).

Bibliography:

Isenhour, Cindy, 'Sustainable consumption and its discontents', in *Sustainability: key issues*, ed. by Helen Kopnina and Eleanor Shoreman-Ouimet (Routledge, 2015), pp. 133-154

Journal article

Footnote:

Forename Surname, 'Title of article', *Title of journal*, Volume number. Issue number (Year of publication), Page numbers of article (Page reference), doi: or <URL> [accessed date].

Bibliography:

Surname, Forename, 'Title of article', *Title of journal*, Volume number. Issue number (Year of publication), Page numbers of article, doi: OR <URL> [accessed date]

For example:

Footnote:

1. Sandra L. Borden, and Chad Tew, 'The Role of Journalist and the Performance of Journalism: Ethical Lessons From "Fake" News (Seriously)', *Journal of Mass Media Ethics*, 22.4 (2007), pp. 300–314 (p. 304), doi:10.1080/08900520701583586.

Bibliography:

Borden, Sandra L., and Chad Tew, 'The Role of Journalist and the Performance of Journalism: Ethical Lessons From "Fake" News (Seriously)', *Journal of Mass Media Ethics*, 22.4 (2007), pp. 300–314, doi:10.1080/08900520701583586

Online newspaper article

Footnote:

Forename Surname, 'Title of article', *Title of newspaper*, day month year <URL> [accessed date].

Bibliography:

Surname, Forename, 'Title of article', *Title of newspaper*, day month year <URL> [accessed date]

For example:

Footnote:

1. Linda Geddes, 'Long Covid has more than 200 symptoms, study finds', *The Guardian*, 16 July 2021 <https://www.theguardian.com/society/2021/jul/15/long-covid-has-more-than-200-symptoms-study-finds> [accessed 3 August 2021].

Bibliography:

Geddes, Linda, 'Long Covid has more than 200 symptoms, study finds', *The Guardian*, 16 July 2021 <https://www.theguardian.com/society/2021/jul/15/long-covid-has-more-than-200-symptoms-study-finds> [accessed 3 August 2021]

Online report

Footnote:

Author, *Title*, Series number (Publisher, year of publication), <URL> [accessed date].

Bibliography:

Author, *Title*, Series number (Publisher, year of publication), <URL> [accessed date]

For example:

Footnote:

1. Ofcom, *Understanding online false information in the UK: economist discussion paper series,* Issue number 2 (Ofcom, 2021), p. 4, <https://www.ofcom.org.uk/__data/assets/pdf_file/0027/211986/understanding-online-false-information-uk.pdf> [accessed 9 April 2021].

Bibliography:

Ofcom, *Understanding online false information in the UK: economist discussion paper series,* Issue number 2 (Ofcom, 2021) <https://www.ofcom.org.uk/__data/assets/pdf_file/0027/211986/understanding-online-false-information-uk.pdf> [accessed 9 April 2021]

A webpage with individual author

Footnote:

Author, 'Title of page or article', Title of internet site (Year that the site was published/last updated) <URL> [accessed date].

Bibliography:

Author, 'Title of page or article', Title of internet site (Year that the site was published/last updated) <URL> [accessed date]

For example:

Footnote:

1. Annabelle Magee, 'How to keep your eyes healthy and protect your vision', *Bupa* (2023) <https://www.bupa.co.uk/newsroom/ourviews/healthy-eyes> [accessed 8 April 2025].

Bibliography:

Magee, Annabelle, 'How to keep your eyes healthy and protect your vision', *Bupa* (2023) <https://www.bupa.co.uk/newsroom/ourviews/healthy-eyes> [accessed 8 April 2025]

PhD thesis

Footnote:

Forename Surname, 'Title of thesis/dissertation' (Degree level, university, year) <URL> [accessed date].

Bibliography:

Surname, Forename, 'Title of thesis/dissertation' (Degree level, university, year) <URL> [accessed date]

For example:

Footnote:

1. Francis John Gibson Robinson, 'Trends in education in Northern England during the eighteenth century: a biographical study' (unpublished doctoral thesis, Newcastle University, 1972) < http://hdl.handle.net/10443/511 > [accessed 8 April 2025].

Bibliography:

Robinson, Francis John Gibson, 'Trends in education in Northern England during the eighteenth century: a biographical study' (unpublished doctoral thesis, Newcastle University, 1972) < http://hdl.handle.net/10443/511 > [accessed 8 April 2025].

DVD Film

Footnote:

Film title, dir. by Name (Country, year).

Bibliography:

Film title, dir. by Name (Contributor, year)

For example:

Footnote:

1. Fahrenheit 9/11, dir. by Michael Moore (USA, 2004).

Bibliography:

Fahrenheit 9/11, dir. by Michael Moore (USA, 2004)

Instagram

Footnote:

Author, 'Title of page or article', Instagram, Date of post <URL> [accessed date].

Bibliography:

Author, 'Title of page or article', Instagram, Date of post <URL> [accessed date]

For example:

Footnote:

1. Kellybehunstudio, 'Green roof with a twist by MDA Architecture in Ho Chi Minh City / photo by Quang Tran', Instagram, 9 October 2020 <https://www.instagram.com/p/CGGu1QCBq8C/> [accessed 3 August 2021].

Bibliography:

Kellybehunstudio, 'Green roof with a twist by MDA Architecture in Ho Chi Minh City / photo by Quang Tran', Instagram, 9 October 2020 <https://www.instagram.com/p/CGGu1QCBq8C/> [accessed 3 August 2021]

Citing ChatGPT and other generative AI

MHRA does not currently provide official guidance for referencing generative AI. Until official guidance is available, you can reference generative AI as personal correspondence. This is only cited in the in-text citation, you do not add this to your bibliography:

> **In-text example:**
>
> When prompted by the author, open AI's ChatGPT responded with a 'definition of academic success' as follows......[1]
>
> **Footnote:**
>
> 1. Open AI, ChatGPT response to the author, 1 August 2024.

FAQs

How do I cite and reference a source quoted in another author's work?

This is called secondary referencing. First, we recommend that you try to locate and read the original (primary) source – this will ensure you are not taking the information out of context and allow you to reference the source as normal.

If you cannot find the original source (it may be out of print, unavailable or in a language you cannot read), then provide a reference to the **secondary source in your bibliography** and refer to the **original source in your footnote** using 'quoted in' or 'cited in'.

For example:

The study by the University of Warwick found a clear correlation between the productivity of employees and their happiness.[1]

1. Andrew J. Oswald, Eugenio Proto, and Daniel Sgroi, 'Happiness and Productivity', *Journal of Labor Economics,* 33.4 (2015), pp. 789-822 cited in Alex Bryson and George MacKerron, 'Are you happy while you work?', *The Economic Journal* 127 (2015), pp. 106-125, (p. 124) <https://academic-oup-com.libproxy.ncl.ac.uk/ej/article/127/599/106/5067823> [accessed 8 April 2025].

Only cite the source you read in your bibliography.

How many authors do I include in my footnotes and bibliography?

You include up to three authors in your footnote and final bibliography, for example:

Oswald, Andrew J, Eugenio Proto, and Daniel Sgroi, 'Happiness and Productivity', *Journal of Labor Economics*, 33.4. (2015), pp. 789-822, <https://www-jstor-org/> [accessed 4 August 2021]

If your reference has **four or more authors**, you can then add 'and others' in your footnote and final bibliography, for example:

Hobbs, Sue, and others, *Academic Skills: Listening, Speaking, and Study Skills* (Oxford University Press, 2011)

How do I reference sources with the same author?

For multiple works by the same author, alphabetise all entries by title and replace the author name with a 2-em dash (—) in all entries after the first, For example:

Burn, Andrew. R. *Agricola and Roman Britain*. Collier Books, 1962.

—, *The Romans in Britain: An Anthology of Inscriptions: With Translations and a Running Commentary*. 2nd ed. Blackwell, 1969.