

## Citing References

### The Oxford Standard for Citation of Legal Authorities (OSCOLA)

When writing coursework you may refer to work that has been written or produced by someone else. It is important that you acknowledge all the resources you have used and enable people who read your work to find the resources used themselves. Failure to provide references may expose you to charges of plagiarism.

This short guide is designed to provide you with a basic guide to how to reference legal material. It will give you guidance on how to reference commonly used resources. For a more comprehensive guide see <http://denning.law.ox.ac.uk/published/oscola.shtml>. On this web page there is also a useful online tutorial you are encouraged to work through.

There are two parts to referencing - how to refer to a resource within your coursework and secondly, how to reference the material in your bibliography.

#### General points on citing in your coursework – Footnotes

You will need to use footnotes for OSCOLA. Enter a footnote after a full stop at the end of a sentence or after the word or phrase to which it relates. As full details of references are given in the footnote there is no need to provide a list of references or bibliography.

#### Using Direct quotations

- For quotations of more than 3 lines indent the quote on both sides.
- For quotes of less than 3 lines include in the text of your coursework and use single quotation marks.

**Please ensure you follow the punctuation, italics and abbreviations given in the following examples, as these form part of the referencing style.**

#### Book

**In coursework:** e.g. *S Hanson*<sup>1</sup>

**In footnote:** 1. S Hanson, *Legal Method and Reasoning* (2<sup>nd</sup> edn, Cavendish, London 2003)

#### e-Book

If you accessed an e-book which is also available in print you would cite it as a printed book.

## Chapters in Book

Where books contain collections of chapters written by different authors you will need to reference the chapter you have read.

**In coursework:** Thomas and Rees <sup>2</sup> article on Law students

**In footnote:** 2. PA Thomas and A Rees, 'Law Students-Getting In and Getting on' in PA Thomas (ed), *Discriminating Lawyers* (Cavendish, London 2000)

Use single inverted commas around the title of the chapter. You only need to give the page number if you are citing from a specific page.

## Journal articles

**In coursework:** authors initial and surname e.g. JD Heydon <sup>3</sup>

**In footnote:** 3. JD Heydon, 'Limits to the Powers of Ultimate Appellate Courts' [2006] 122 LQR 399.

## Online Journal articles

If the journal is available in print form you can reference it as you would the print article (see above)

For journals that are only published electronically you will need to include the web address and the date you accessed the article in the footnote.

e.g. F Wright, 'Effective Regulation and Sanctioning in Health and Safety Law in the European Union' [2008] 1 Web JCLI  
<<http://webjcli.ncl.ac.uk/2008/issue1/wright1.html>> accessed 22 April 2008

## Newspaper articles

**In coursework:** R Ford <sup>4</sup>

**In footnote:** e.g. 4. R Ford, 'Judges outlaw the use of physical restraint in children's prisons' *The Times* (London 29 July 2008) 5

If the reference is to an editorial the author would be cited as 'editorial'

If the article is from a web page and there is no page number available provide the website address and date of access in the footnote.

e.g. E Hobsbawm, 'The Dangers of Exporting Democracy' *Guardian* (London 23 January 2005)

<http://www.guardian.co.uk/usa/story/0,12271,1396157,00.html> accessed 10 May 2005

## UK Government publications

Two commonly used government publications in Law are the Law Commission reports and Command papers.

**In coursework:** Refer to the Law Commission report by author or title followed by footnote.

**In footnote:** Law Commission, 'Evidence of Bad Character in Criminal Proceedings' (Law Com No 273 Cm 5257,2001) [2.89]

**In coursework:** refer to the command paper followed by a footnote

**In footnote:** Secretary of State for Health, 'Government Response to the House of Commons Health Committee Report on the Provision of Allergy Services' (Cm 6433,2005)

## Web pages

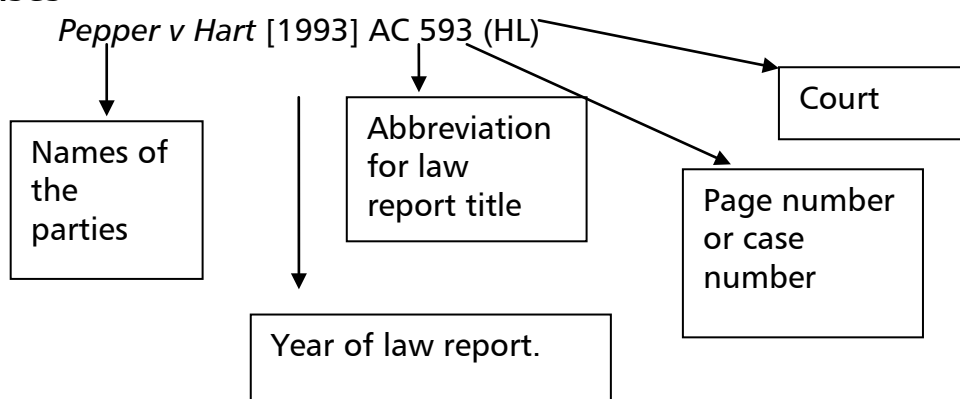
The general rule when citing legal materials is that you do not need to state that the material was found online if it is also available in print e.g. if you are citing a case from the Law Reports it would not matter if you obtained it online or read it in print. You should not refer to law databases e.g. Westlaw in your Bibliography.

If the information is only available online so it is not covered by other guidance in OSCOLA you will need to include Author, 'Title' (type of document if relevant) <URL> accessed Date

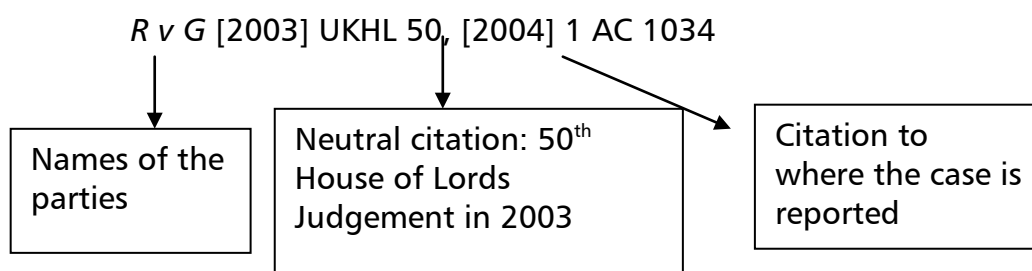
e.g. Home Office, 'Anti-Social Behaviour Orders'  
<<http://www.homeoffice.gov.uk/anti-social-behaviour-orders>> accessed 2 June 2006.

If no personal author is identifiable cite the organisation responsible for the web page. You can use 2 em-dashes (--) if there is no author but think carefully before using a web site with no identifiable author or organisation.

## Cases



Since 2001 most judgements have been issued with a neutral citation which helps identify it if it has not been published in a law report series.



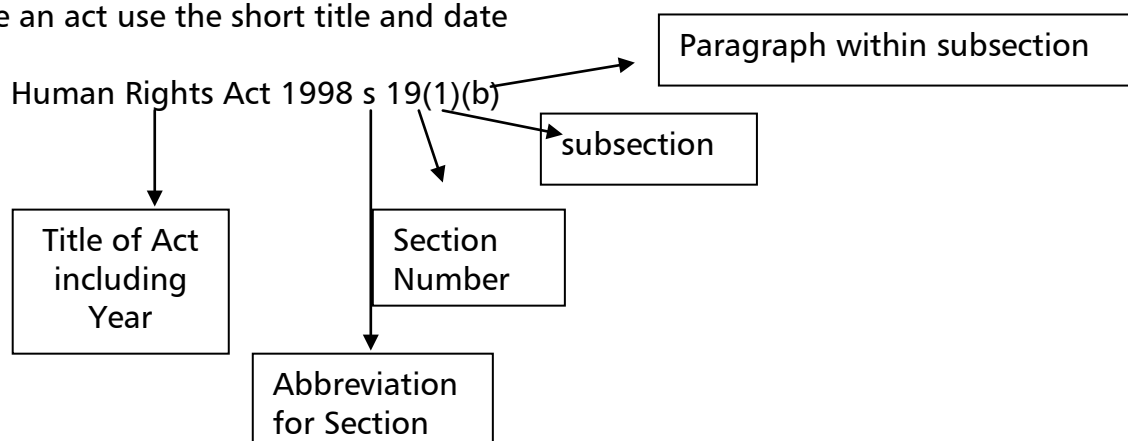
Judgements may be reported in a number of law reports series. The most authoritative reference is to the official Law Reports series. If the case is not reported in this series cite the Weekly Law Reports. If it is not reported in either of these series use the All England Law Reports.

**In coursework:** *The decision in Pepper v Hart*<sup>5</sup> allowed consideration of Hansard proceedings.

**In footnote:** 5. *Pepper v Hart* [1993] AC 593 (HL).

## Statutes

To cite an act use the short title and date



Cite a Statutory Instrument (SI) by its name date and serial number  
When referring to an Act or SI, cite the name of the legislation (including the year) in your coursework. Do not create a footnote when referring to legislation.

Cite a Parliamentary Bill by its name, the parliamentary session and the running number assigned to the Bill e.g. Identity Card HC Bill (2005-06) [49]

**Can't find the example you need?**

Consult the official OSCOLA guide at:

<http://denning.law.ox.ac.uk/published/oscola.shtml>