Printed Sources

How do I reference a book?

Books with one author

**Example of citation within the text – Paraphrasing**

Dryden (2011) states that although it is important to want to help clients, you also need to have the ability to listen to and understand what they tell you and to have empathy.

**Example of citation within the text - Direct quote**

According to Dryden (2011) “while a genuine desire to help clients is a central building block for counselling, this desire will count for little if you are not able to listen to and understand what your clients have to say to you from their point of view.” (p.3)

**Example of how the reference for this source should appear:**


**Books with one author - points to note**

The following format should be used when referencing books:

Surname, Initials. (Year) *Title of book*. Place of publication: Publisher.

- Within the reference, the book title should be italicised
- Place of publication is always the city/town not the country i.e. London, not UK
- The year is the date of publication, not a reprint date. Look out for these on the verso (back of the title page), they have no bearing on edition dates
- Anything other than a 1st edition e.g. 2nd, 3rd, 4th etc., needs to be included within the reference, and goes immediately after the title
- When quoting directly, “quotation marks” are used to distinguish a short quotation, usually no more than 2 lines in length
- Longer quotations should be indented and placed in a separate paragraph, you do not need quotation marks as well