

Build your reference list

A good reference list shows where your ideas come from.

- ✓ Be clear.
- ✓ Be consistent.
- ✓ Be accurate.



5 steps to build your reference list

1

Collect



Save all the details you need as you find sources.



Don't leave it to the end.

2

Record



Write down the key details for each source.



Use a tool or template

3

Organise



Put your sources in a clear and logical order.



Choose a style and stick to it.

4

Check



Check every detail for accuracy.



Small mistakes lose marks.

5

Complete



Make sure every source you cite is in the list.



No missing sources.



TOP TIPS



Keep adding as you go.



Use the right reference style.



A good list = good credibility.



Ref-Check
Reference Checker & Verifier

Check your references with **Ref-Check**



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