Speech

In-text citation
(Obama, 2015)

Reference list

Checklist:
- Speaker (surname, initials)
- Year of speech in round brackets
- Title or short description of the speech in italics
- In square brackets put speech, followed by a full stop
- Place where speech was delivered, followed by a comma
- Day and month of speech, followed by a full stop
- If accessed online
  - Put Available from, followed by the web address
  - In square brackets put accessed and the date you accessed the speech, followed by a full stop

Telephone/Skype/Video/Conference call

You should get permission from the interviewee before referring to telephone conversations in your academic work.

**In-text citation**
(Elkin, 2015)

**Reference list**

**Checklist:**
- Caller (surname, initials)
- Year the call took place in round brackets
- Short description of the telephone call in italics
- In square brackets put telephone call, followed by a full stop
- Conversation with, followed by the recipient’s initial(s) and surname, followed by a comma
- Day and month that the call took place, followed by a full stop