## Semi-automatic short-title reference citation checking

To check whether all cited references are listed and vice versa is a more complicated process for short-title than it is for Harvard citations; you will need a toolkit and a ‘recipe’:

The **toolkit** you will need are: [*CopyTextSimple*](http://wordmacrotools.com/macros/C/CopyTextSimple) and [*ShortTitleAlyse*](http://wordmacrotools.com/macros/S/ShortTitleAlyse), plus [*ShortTitleUnderline*](http://wordmacrotools.com/macros/S/ShortTitleUnderline) to reduce RSI. Then for checking you might use [*FindSamePlace*](http://wordmacrotools.com/macros/F/FindSamePlace), [*InstantFindUp*](http://wordmacrotools.com/macros/I/InstantFindUp)(*Down*), [*FindFwd*](http://wordmacrotools.com/macros/F/FindFwd) and [*FindBack*](http://wordmacrotools.com/macros/F/FindBack) to search the text.

*(I’ve never used short-title, so if this recipe could be improved, please let me know.)*

**Recipe:**

Use *CopyTextSimple* to create a file of all the text, including the footnotes (which I gather contain the short-title references).

– Delete the main text from this test file, leaving just the references list and the footnotes.

– Ensure there are two or three blank lines between the references and the footnotes.

– Read through the notes, adding an underline to the author name(s) of each reference. To speed it up and reduce the RSI caused by double-clicking and/or drag-selecting, use *ShortTitleUnderline* – simply click somewhere in the first author name and the macro selects it and all words up to the punctuation mark (comma, presumably) before the work’s title.

– Save this file for future reference and run *ShortTitleAlyse*.

The macro will do its very best to pair up the citations and references, which you can then check off to see if they match. You can then use the search tools above to check out anything that’s missing.

**[Sub ShortTitleAlyse](http://wordmacrotools.com/macros/S/ShortTitleAlyse)()**

[**Sub ShortTitleUnderline**](http://wordmacrotools.com/macros/S/ShortTitleUnderline)**()**

(Click links above to get the macros.)