

REFERENCING GUIDE



Referencing guide (14th Rev. ed.). (2011). Joondalup, Australia: Edith Cowan University.

Copyright Notice
Copyright Warning

Copyright © 2011 Edith Cowan University. All rights reserved.

This document and all works comprised in it are copyright and no part of it may in any form or by any means (including without limitation, electronic, mechanical, microcopying, photocopying, recording, scanning or otherwise) be modified, reproduced, stored in a retrieval system, published, broadcast, distributed or transmitted without prior written permission of Edith Cowan University.

No express or implied licence to use any part of these works is granted to any person without the express prior written consent of Edith Cowan University and any implied licence to use any part of these works is expressly negated.

CRICOS IPC 00279B

Contents

Introduction	3
Referencing at ECU	3
Academic misconduct (including plagiarism)	3
Referencing formats	3
Quotations.....	3
Short quotations (less than 40 words)	3
Long quotations (40 words or more).....	4
Paraphrases, summaries or syntheses.....	4
Variations in in-text citations	5
1. A source written by one author	5
2. A source with multiple authors.....	5
3. Groups as authors	6
4. Works with no author	7
5. Authors with the same surname	7
6. Two or more works cited within the same parentheses (round brackets).....	7
7. Author referred to by another author.....	8
8. No publication date available.....	8
9. Citing specific parts of a source (Chapter, pages, paragraphs etc.).....	8
10. Personal communications.....	8
11. Ambiguous place names	8
End-text references	9
Reference list format.....	9
More than one item by the same author	9
Group / Corporate author's name	9
Group / Corporate author as publisher.....	9
Authors with 'Jr' or 'numbers'.....	9
Different types of referencing sources	10
1. Journals/articles (periodicals)	10
General form of end-text reference	10
Journal article with one author	10
Journal article with two authors	10
Journal article with three to five authors	10
Journal article with six authors.....	10
Journal article with seven authors.....	10
Journal article with eight or more authors..	11
Magazine article	11
Newspaper article.....	11
Article whose title includes the title of another work.....	11
Article or lecture published independently.	11
2. Books, brochures and book chapters ..	11
General form of end-text reference	11
Publication details (city and publisher)	11
Book with one author	12
Book with two authors	12
Book with three to seven authors.....	12
Book with eight or more authors	12
Edited book.....	12
No date, classical work, or date uncertain.	12
No author.....	13
Book whose title includes the title of another work.....	13
Book with foreign title.....	13
Editor or translator named in addition to author	13
Chapter in a book with two or more editors	13
Book chapter/article in an encyclopedia	13
Brochure/Fact sheet/Template	13
Play	14
Poem.....	14
Music score.....	14
3. Audiovisual media	14
Music recording	14
General form for end-text reference:	14
Video recording/Film/Motion picture (no author)	15
4. Interviews/Personal communication	15
5. Electronic media	15
General information	15
Digital Object Identifier (DOI).....	16
Article assigned a DOI	16
Cochrane database report retrieved from Cochrane Library: using DOI.....	16
Article not assigned a DOI	16

Article from JSTOR or ERIC database	16	Parliamentary debates (Hansard): electronic	22
Electronic media: in-text entries	16	Reference list for legal materials	22
E-journal article	17	Appendix 2: Accounting standards & regulations	23
Web document (not a journal)	17	Guidelines	23
Chapter or sections in a Web document	17	Accounting standards and regulations (AAS)	23
Lecture notes available online.....	17	<i>Source</i>	25
Daily newspaper article, electronic version	17	<i>In-text example</i>	25
eBook	17	<i>End-text example</i>	25
CD-ROM	18	Appendix 4: Common abbreviations & non-routine notations used in referencing	31
Blog	18	Non-routine notations	31
Email	18	Appendix 5: Referencing checklists	31
Message posted to an electronic mailing list	19	In-text citation checklist	31
Wiki	19	End-text reference checklist	31
Web pages.....	19	Appendix 6: Sample reference list	32
6. Conference presentations/proceedings	19	Acknowledgements	33
Published in conference proceedings	19	References	33
Unpublished presentation.....	19		
Poster session	19		
Review	19		
Unpublished paper/manuscript.....	20		
7. Doctoral dissertations and master's theses	20		
Dissertation or thesis from a database	20		
Unpublished dissertation or thesis	20		
8. Reports	20		
Government report	20		
Research/University report	21		
Australian Bureau of Statistics (Online)	21		
Standards (Technical report)	21		
9. Figures and tables	21		
Figure	21		
10. Publications of limited circulation	21		
Leaflet.....	21		
Handout with no author.....	21		
Appendix 1: Legal materials	22		
Guidelines.....	22		
Legal authorities (cases).....	22		
Legislation	22		

Introduction

This referencing guide is based primarily on the 6th edition of the *Publication manual of the American Psychological Association* (2010), referred to in this document as the *APA 6th*. Copies of the *APA 6th* are available in the Library both on Reserve and for loan. The *APA 6th* manual and the *ECU Referencing Guide* can be purchased from the bookshop.

This referencing guide covers the most common referencing questions asked by students. For other information not included in this reference guide, consult the full *Publication manual of the American Psychological Association* (6th ed.) which is found at the shelf number 808.06615 PUB.

Referencing at ECU

At ECU we use the APA referencing system unless a Head of School decides to adopt a different format. All undergraduate and masters students must use the *APA 6th* referencing style, or a Head of School selected referencing format, for all assignments, theses and other publications.

Referencing in theses for doctoral studies and masters by research courses should be in a style used by a major international journal in the candidate's area of study, to be determined in consultation with the Principal Supervisor. Advice on thesis preparation, formatting and presentation can be obtained from the Graduate School.

Academic misconduct (including plagiarism)

Academic misconduct is any conduct in relation to academic work that is dishonest or unfair and includes, but is not limited to:

- plagiarism
- unauthorised collaboration
- cheating in assessment
- theft of another student's work

The nature of university study and research requires you to have a thorough understanding of the concept of academic misconduct:

- intellectual integrity requires that the work of others be duly attributed where it is quoted or used as a source of ideas or paraphrasing
- plagiarism is the passing off of the work of others as one's own and is fraudulent
- academic misconduct of any form is unacceptable
- honesty and integrity in university study and research is a highly venerated tradition with academics; hence academic misconduct is to be treated very seriously

You must exercise considerable care in your writing to ensure that you do not use another person's ideas or words in a way that would suggest that they are your own. Whether unintentional or deliberate, plagiarism is unacceptable and can lead to the rejection of an assignment and exclusion from the course.

Referencing formats

In the APA system, references are given both in-text (that is, in the written text itself) and end-text (that is, in a 'Reference list' on a separate page at the end of your assignment).

In-text references

Types of in-text references include direct quotes, paraphrases, summaries and syntheses.

Quotations

(*APA 6th*, pp. 92, 170-173)

All direct quotations from published work should be reproduced word for word, keeping the original spelling and internal punctuation, even if it is not correct.

Short quotations (less than 40 words)

Short quotations must be incorporated into the text and enclosed within double quotation marks. At the end of the quote place the author's surname(s), the year of publication and the page number of the quotation, separated by commas, in parentheses (brackets).

Example:

"Psychologists have long observed that the physical act of writing gives birth and shape to thought and is the process by which you truly know what you think" (Putnis & Petelin, 1999, p. 300).

Example:

Putnis and Petelin assert that "Psychologists have long observed that the physical act of writing gives birth and shape to thought and is the process by which you truly know what you think" (1999, p. 300).

Example:

Putnis and Petelin (1999) assert that "Psychologists have long observed that the physical act of writing gives birth and shape to thought and is the process by which you truly know what you think" (p. 300).

Note. In short quotations the full-stop is placed at the end of the sentence.

Example: (*APA 6th*, p. 92)

"*Nature* should be avoided in such vague expressions as 'a lover of nature,' 'poems about nature'" (Strunk & White, 2000, p. 53).

Note. Use single quotation marks to show words/phrases that are presented within double quotation marks in the original source.

Long quotations (40 words or more)

Long quotations must be displayed in block format without the use of quotation marks. The quote should start on a new line and be indented about 1.3 cm or 5 spaces from the left margin. If there are additional paragraphs within the quotation, indent the first line of each additional paragraph a further 1.3 cm or 5 spaces. The entire quotation (in the block format) should be similar to the rest of your document. *Do not change the font size or use italics.* Use double quote marks to show words/phrases that were presented within quotation marks in the original.

When citing quotations, supply the author's surname, year and page number. In the case of electronic sources, supply the paragraph number/section heading instead of the page number.

Example:

Nature should be avoided in such vague expressions as "a lover of nature," "poems about nature." Unless more specific statements follow, the reader cannot tell whether the poems have to do with natural scenery, rural life, the sunset, the untracked wilderness, or the habits of squirrels. (Strunk & White, 2000, p. 53)

Note. The full-stop is placed at the end of the quotation in block quotations.

Omitting material from a quotation (APA 6th, p. 172)

Use an ellipsis (. . .) within a sentence to indicate that some material has been omitted from the original text. To form an ellipsis, type three points placing a space before and after each point. To show that you are omitting material between sentences use a full-stop at the end of a sentence followed by an ellipsis. This means typing four periods to indicate an omission between two sentences. Only use an ellipsis at the beginning or end of a quotation to show that the quotation begins mid-sentence. This will prevent misinterpretation.

Example:

The . . . APA system . . . well established in the natural sciences and increasingly adopted in social science writing by way initially of anthropology, sociology and psychology, has certain advantages. By using an abbreviated form of citation in the text it obviates most of the labour and unsightliness of giving complete citations in individual footnotes. As it does not require citations to be numbered it enables references to be added or removed in the course of drafting with the minimum of inconvenience. It automatically provides every article or chapter or book with a formal list of sources referred to in the text. (Parker, 1978, p. 9)

Brackets

Use square brackets [], not parentheses (), for the following alterations to quotations:

- inserting material
- emphasising words
- correcting errors
- clarifying ambiguous place names

Inserting material into a quotation

Use square brackets [] to show material inserted into a quotation by some person other than the original author. You may need to do this to make a sentence read properly or be understandable.

Example:

In discussing the advantages of cooperative small group learning, Jongeling (1988, p. 76) stated that "one would expect children to modify their attitudes [toward other ethnic groups] through participating in cooperative small group learning."

Example:

"[W]ho will write the . . . history of the 'examination' – its rituals, its methods, its characters and their roles, its play of questions and answers, its system of marking and classification?" (Foucault, 1978, p. 183).

Emphasising words within a quotation

Use *italics* to emphasise specific words in a direct quotation. At the end of the emphasis add '[italics added]'.

Example:

Jongeling (1990) indicated that "although the GHQ [General Health Questionnaire] was designed primarily as a *measure of minor psychiatric disturbance* [italics added], the instrument has been used in several studies to measure psychological stress" (p. 4).

Correcting a quote

Sometimes you may quote a passage that contains a typing or grammatical error. Do not correct the error; copy it as in the original words and add the word [*sic*] italicised and in square brackets to indicate the error.

Example:

It was emphasised that "a reel [*sic*] distinction must be made between goal structures and reward structures" (Jones, 1993, p. 6).

Ambiguous place names

If referring to the name of a place where the precise location is ambiguous, use square brackets to clarify the matter.

Example:

They spent that winter in Perth [Scotland].

Paraphrases, summaries or syntheses

When paraphrasing (and/or summarising, synthesising) an idea contained in another work, you must provide the author's surname and year of publication. Although you are not required to provide a location reference (i.e., a page number, or, in the case of electronic sources, a paragraph

number or section heading) it is strongly recommended that you do so, as including this information will help the reader locate the original source. It will also help you to keep track of your sources. There are two ways in which you can accomplish this:

1. Adding a citation within or at the end of a sentence (APA, 6th, p.174)

Example:

A recent publication indicated a potential connection between DNA damage and the immunostimulatory cytokine IL-12 (Schwarz, 2002).

Example:

A recent publication (Schwarz, 2002) indicated a potential connection between DNA damage and the immunostimulatory cytokine IL-12.

2. Using the author's name as part of a sentence (APA 6th, p. 174)

Example:

A potential connection was found between DNA damage and the immunostimulatory cytokine IL-12 in a recent study by Schwarz (2002).

Example:

In his recent study, Schwarz (2002) indicated a potential connection between DNA damage and the immunostimulatory cytokine IL-12.

Variations in in-text citations

(APA 6th, pp. 174-179)
(See also p. 177 for a table of basic in-text citation styles.)

1. A source written by one author

Insert the surname of the author and the year of publication into the text at the appropriate point.

Author in parentheses (round brackets)

Note. When both the name and the year are in parentheses, include the year in subsequent citations within the paragraph.

Examples:

In a recent study of the effects of high protein diets (Jones, 2001) . . .
Jones (2001) also found . . .

Author as part of the sentence

Examples: first citation in a paragraph

Jones (2001) examines the effectiveness of . . .
In 2001, Jones's study of high protein diets found that . . .

Note. If the citation written is part of the text, date the source in the first citation in a paragraph but do not include the year in subsequent citations in the same paragraph. If you start a new paragraph then again include the year in the first citation in that paragraph. (APA 6th, p. 174)

Example: subsequent citations

In a recent study of reaction times, Brown (2002) described the method . . . Brown also finds . . .

2. A source with multiple authors (APA 6th, p. 174, 175, 177)

Two authors

When a source has **two** authors cite both names every time the source occurs in-text.

Two authors as part of the sentence

Example: 'and'

Wallace and Alenby (2004)

Two authors in parentheses

Example: '&'

(Wallace & Alenby, 2004)

Three four or five authors: in-text citations

When a source has **three**, **four**, or **five** authors cite all authors the first time the source occurs in the document, but in subsequent citations include only the surname of the first author followed by "et al." Include the year of publication if it is the first time the citation occurs in the paragraph.

Author/s as part of the sentence

Examples:

a. First in-text citation of a source in the document:

Smith, Grierson, Malthus, and Nicholson (2000) found that . . .

b. Subsequent citation of this source within any new paragraph after the first citation in the document:

Smith et al. (2000) suggest . . .

c. After this source has been cited in a paragraph do not include the year for subsequent citations within that paragraph:

Smith et al. found that . . .

Authors in parentheses (round brackets)

Examples:

First in-text citation of a source in the document:

According to evidence . . . (Smith, Grierson, Malthus, & Nicholson, 2000)

Subsequent citation of this source within any new paragraph after the first citation in the document:

The study concluded . . . (Smith et al., 2000)

After this source has been cited in a paragraph do not include the year for subsequent citations within that paragraph:

a. The study emphasised . . . (Smith et al.)

Six authors

When a work has **six** or more authors cite only the surname of the first author followed by 'et al.' and the date of publication.

Note. Rules for dating the source are the same as those for a source with one author.

Six or more authors

Note: The rules governing **in-text** citations for six or more authors differ to those for end-text referencing.

Six authors as part of the sentence

First in-text citation of a source in the document:

Example:

Abercrombe et al. (2008) suggest . . .

a. *Subsequent citation of this source within the same paragraph after the first citation in the document:*

Example:

Abercrombe et al. suggest . . .

b. *Subsequent citation of this source within any new paragraph after the first citation in the document:*

Example:

Abercrombe et al. (2008) suggest . . .

Six or more authors – exception to the rule

(APA 6th, p. 175)

If two references of more than three surnames cite the same year and shorten to the same in-text form, cite the first author and as many of the subsequent authors as is necessary to make a distinction between the two references.

Six or more authors

Example:

End-text References:

Ireys, Chernoff, De Vet, & Kim (2001) . . .

Ireys, Chernoff, Stein, De Vet, & Silver (2001) . . .

As an in-text-citation, both shorten to Ireys et al. (2001), which does not distinguish between the two references in-text. To tell the references apart, cite as many authors as necessary.

Example:

In-text reference:

Ireys, Chernoff, De Vet, et al. (2001)

Ireys, Chernoff, Stein, et al. (2001)

Citing multiple authors in-text: 'and' or '&'?

(See APA 6th, p. 177 for more examples.)

When the names in a multiple-author citation occur within the **text** or **narrative** they should be joined by using the word 'and', but if they occur within parentheses (round brackets), captions to tables/diagrams, or in the reference list, they must be joined by an ampersand (&).

Authors in the text

Example:

Davidson and Porter (1996) demonstrated that . . .

Note. Use 'and' rather than '&' within a sentence.

Authors in parentheses

Example:

These findings support the view that . . . (Davidson & Porter, 1996).

Note. Use an ampersand (&) within parentheses.

3. Groups as authors

(APA 6th, pp. 176 -177)

The names of groups that serve as authors (e.g., corporations, associations, government agencies, etc.) are usually written in full each time they occur in an in-text citation. However, some are written in full in the first in-text reference and abbreviated thereafter. If abbreviating names, write the name in full the first time it occurs and place the abbreviated form in square brackets next to it. In subsequent citations you can then use just the abbreviation.

Group author/s as part of the sentence

Examples:

As it would appear first time in-text:

Ministry of Health (MOH, 2002).

As it would appear in subsequent in-text citations:

According to a report by the MOH (2002) . . .

Group author in parentheses

Examples:

As it would appear in the first in-text citation:

(Ministry of Health [MOH], 2002)

As it would appear in subsequent in-text citations:

These results . . . (MOH, 2002).

Group author: end-text

As it would appear in the reference list:

Ministry of Health [MOH]. (2002).

4. Works with no author (APA 6th, p.176)

When a work has no author, cite in-text the first few words of the reference list entry (usually the title) and the year.

Referring to the titles of books and articles in-text (APA 6th, pp. 91, 101 & 104)

When referring to the titles of sources in the **body of your document**, capitalize each major word in the title. Use italics for the title of books, reports, brochures, periodicals, films, videos, TV shows, and microfilm publications, but do not use italics for articles or book chapters.

Note. This is different to how you reference book and article titles in a reference list.

Title of a book, brochure, report, or periodical: in narrative

Capitalise and italicise all major words (4 letters or more) in the titles of books that you refer to in the **body of the text**.

Book title in narrative: (capitalise and italicise)

Examples:

In the book, *History of Science* . . .

The publication *Patients Voices* (2004) . . .

Book title (no author) in parentheses

Use italics and only capitalise first word and proper nouns:

Example:

The publication (*Patients voices*, 2004) . . .

Title of an article or chapter: in-text

Article titles: in narrative

Place article titles in double quotation marks, capitalised but **not** italicised.

Example:

The point of the article "Studies of Patient Satisfaction" . . .

Article title in parentheses

When the title is enclosed **in parentheses**, enclose in double quotation marks and only capitalize the first word and proper nouns:

Example:

... these findings ("Studies of patient satisfaction," 2003)

Note. This is different to how you reference book and article titles in a reference list.

5. Authors with the same surname (APA 6th, p.176)

If the reference list includes publications by two or more primary authors with the same surname, include the first author's initials in all in-text references, even if the year of publication differs. This helps to avoid possible confusion for the reader.

Authors as part of the text

Example:

J. King (1995) and C. King (1999) also found . . .

Example:

K. A. Walker and Watson (1987) and P. L. Walker and Jamieson (2000) state that . . .

Authors in parentheses (round brackets)

Example:

Recent studies (K. A. Walker & Watson, 1987; P. I. Walker & Jamieson, 2000)

6. Two or more works cited within the same parentheses (round brackets) (APA 6th, pp.177-178)

Multiple works by the same authors cited in the same parentheses

Order the citations of two or more works by the same author(s) in the same order in which they appear in the reference list i.e. by year of publication and provide the authors' surnames once only.

Example:

Past reports (Department of Foreign Affairs and Trade [DFAT], 2005, 2007, 2009) indicate . . .

Example:

Previous studies (Holland & Nicholson, 1995, 1999) . . .

Multiple works by the same author & same publication date cited in the same parentheses

Identify works by the same author(s) with the same publication date by using the suffixes a, b, c, and so forth after the year; repeating the year in each case. These suffixes should also appear in the reference list entries, where these references are ordered alphabetically by title.

Example:

Several studies (Smith, 1998a, 1998b, 1998c) found . . .

Example:

Past research (Thornlie & Winters, 2009a, 2009b)

Two or more works by different authors cited in the same parentheses

List the citations in alphabetical order by the first author's surname. Use a **semicolon** to separate each citation.

Example:

Several studies (Jones & Williams, 2009; Muller, 2010; Steiner et al., 2005)

7. Author referred to by another author

(APA 6th, p.178)

If you are quoting an author referred to by the author you are reading, you need to identify the citation and where it occurs in the text in which it is cited.

Example:

Beaty (cited in Gibbs, 1981, p. 73) asserts . . .

Example:

In discussing the different approaches students take toward their university study, Beaty cited in Gibbs (1981, p. 73) claims:

Students come to University with ideas of what it will be like and with aims of various stages of development. Through interaction with others and experience of the University and course they develop a study strategy, tentative at first, which is consistent with their aims and self-identity.

Note. Where you have quoted an author referred to by the author whose work you actually read, the reference list will show only the name and title of the work actually read, i.e., Gibbs, G. (1981). *Teaching students to learn*. Milton Keynes, England: Open University Press. Beaty does **not** get a mention in the reference list.

8. No publication date available

(APA 6th, p. 180)

When a work has no publication date, cite in-text the author's name, followed by a comma and 'n.d.' to indicate that the source has no date.

Example:

These strategies have been successfully used . . . (Browning, n.d.).

9. Citing specific parts of a source (Chapter, pages, paragraphs etc.) (APA 6th, p. 179)

To cite a specific part of a source, indicate the page, chapter, figure, table, or equation at the appropriate point in the text. Always give page numbers for quotations.

Page number

Example:

This shows . . . (Davies & Johnson, 1999, p. 312).

According to Gibbs (2009, pp. 34-35) . . .

Note. The word "page" is abbreviated but not italicized.

Chapter

Example:

A case in point . . . (Jamieson, 2000, Chapter 2).

Note. Chapter (with a capital C) is not abbreviated.

For electronic sources that do not provide page numbers, use the paragraph number and, if available, preceded by the abbreviation 'para.' (or the symbol for paragraph '¶'). If neither paragraph nor page numbers are visible, cite the section heading and the number of the paragraph following it to direct the reader to the material. However, in some instances, the section heading without paragraph number is sufficient.

Electronic document no pagination

Examples:

This suggests . . . (Clarkson, 2001, para. 2)

This suggests . . . (Clarkson, 2001, ¶ 2)

Section and paragraph

Example:

General consensus . . . (Butler, 2002, Conclusion section, para. 1).

Example:

It was found that . . . (Jones & Avery, 2002, Results section).

10. Personal communications (APA 6th, p. 179)

Personal communications may be letters, memos, interviews, telephone conversations, lecture material or some electronic communications (e.g., email or messages from non archived discussion groups or electronic bulletin boards). As these personal communications are not recoverable, they are not included in the reference list – they are cited in-text only. You must provide the initials and surname of the communicator, as well as a date that is as exact as possible.

Example:

A. S. Parkinson (personal communication, May 15, 2004) notes that . . .

Example:

This is a commonly used technique within the therapeutic setting (T. W. Willis, personal communication, August 10, 2002).

11. Ambiguous place names

If referring to the name of a place where the precise location is ambiguous, then use square brackets to clarify the matter.

Example:

They spent that winter in Perth [Scotland].

End-text references (APA 6th, pp. 180-224)

Reference list format

All in-text sources need to be recorded in full detail at the end of the text in a reference list. This list is organised alphabetically using a left aligned, hanging indent format. At ECU, use single line spacing within each reference, but use a double space between references in the list.

Example:

Moore, T. I. (1971). *Social patterns in Australian literature*. Sydney, Australia: Angus & Robertson.

Note. The layout, order of data, spacing, punctuation, italicising and capitalisation.

More than one item by the same author

If more than one item by the same author is cited in-text, the end-text references are listed chronologically. If more than one of these references has the same date then use lower case letters of the alphabet (a, b, c, etc.) to distinguish them both in the in-text citation and in the end-text list.

Examples:

In-text citation (see APA 6th, p.178)

(Jones, 1971, 1975a, 1975b)

Studies by Jones (1971, 1975a, 1975b)

End-text reference

Jones, T. T. (1971). *Social patterns*. Sydney, Australia: Angus & Robertson.

Jones, T. T. (1975a). *Australian poetry*. Sydney, Australia: Angus & Robertson.

Jones, T. T. (1975b). *New Zealand poetry*. Sydney, Australia: Angus & Robertson.

Group / Corporate author's name (APA 6th, pp. 177-178)

If you have abbreviated a corporate author's name in-text you must include the acronym in the reference.

Examples:

In-text citation: first time

(Department of Education, Training and Youth Affairs [DETYA], 1998)

Department of Education, Training and Youth Affairs (DETYA, 1998)

Subsequent in-text citations

(DETYA, 1998)

DETYA (1998)

End-text reference

Department of Education, Training and Youth Affairs [DETYA]. (1998). *The characteristics and performances of higher education institutions*. Canberra, Australia: AusInfo.

Note. The Department of Education, Training and Youth Affairs was abbreviated to DETYA in-text.

Group / Corporate author as publisher (APA 6th, p. 205)

The author may be a corporation, an institution or a government agency. When the group author and publisher are the same, use the word 'Author' as the name of the publisher.

Example:

End-text reference

American Psychological Association. (2007). *APA style guide to electronic references*. Washington, DC: Author.

Authors with 'Jr' or 'numbers'

(See APA 6th, pp. 184 & 204)

Use commas to separate **initials** and **suffixes**.

Junior in the name: book third edition

Example:

In-text citation

(Mitchell & Larson, 1987)

End-text reference

Mitchell, T. R., & Larson, J. R., Jr. (1987). *People in organizations: An introduction to organizational behavior* (3rd ed.). New York, NY: McGraw Hill.

Note. Only use surnames for **in-text** citations. Do not include Jr or numbers

A number in the name

Examples:

End-text citation

Henry, W. A., III. (1990).

Herman, I. M., Kuczaj, S. A., III, & Holder, M. D. (1993).

A number in the name: Chapter in an edited book

Example:

End-text reference

King, D. (n.d.). The devil is in the detail: Referencing pitfalls. In I.C. Wright III, & U. R. Smart (Eds.), *The vagaries of style* (pp. 105-112). Perth, Australia: Fantasy Press.

Note. There is no comma separating a **surname** and **suffix**.

Different types of referencing sources

There is a wide variety of sources that you may need to quote or acknowledge. This may require you to vary the standard form of the reference. Below are several examples of common referencing types.

1. Journals/articles (periodicals)

Periodicals include items published on a regular basis such as journals, magazines, newspapers, and newsletters. The title of an article is **not** italicised and only the first word of the title, subtitle and proper nouns are capitalised. The journals or newspapers that the article is found in are italicised and capitalised.

General form of end-text reference

Journal article without a DOI:

Author, A. A., Author, B. B., & Author, C. C. (Date). Title of article. *Title of Journal*, xx(x), pp-pp.

Journal article with a DOI

Author, A. A., Author, B. B., & Author, C. C. (Date). Title of article. *Title of Journal*, xx(x), pp-pp.
doi:xx.xxxxxxxxxxxxxx

Journal article with one author

Example:

In-text citation
(Giroux, 2000)
Giroux (2000)

End-text reference
Giroux, H. (2000). Public pedagogy as cultural politics: Stuart Hall and the 'crisis' of culture. *Cultural Studies*, 14(2), 341-360.

Note. The volume number is italicised, but not the issue

Journal article with two authors

If a work has two authors, include both names in the in-text citation every time the citation is mentioned.

Examples:

First in-text citation
(Lock & Jongeling, 1994)
Lock and Jongeling (1994)

Subsequent in-text citations
(Lock & Jongeling, 1994)
Lock and Jongeling (1994)

End-text reference
Lock, G., & Jongeling, S. (1994). Maximising return rates in school based research. *Issues in Educational Research*, 4(2), 109-115.

Journal article with three to five authors

Example:

First in-text citation
(Ganster, Mayes, Sime, & Tharp, 1982)
Ganster, Mayes, Sime, and Tharp (1982)

Subsequent in-text citations
(Ganster et al., 1982)

End-text reference
Ganster, D. C., Mayes, B. T., Sime, W. E., & Tharp, G. D. (1982). Managing organizational stress: A field experiment. *Applied Psychology*, 67(5), 533-542.

Journal article with six authors

Use the first author, followed by 'et al.' **in-text**. However, all six authors must appear in the **end-text** reference.

Examples:

In-text citation:
(Kernis et al., 1993)

End-text reference:
Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., Harlow, T., & Bach, J. S. (1993). There's more to self-esteem than whether it is high or low: The importance of stability of self-esteem. *Journal of Personality and Social Psychology*, 65, 1190-1240.

In-text citation:
(Al-Awadi et al., 1986)

End-text reference
Al-Awadi, S. A., Naguib, K. K., Moussa, M. A., Farage, T. I., Teebi, A. S., & El-Khalifa, M. Y. (1986). The effect of consanguineous marriages on reproductive wastage. *Clinical Genetics*, 29, 384-388.

Note. The rules for **in-text** citations for six or more authors differ to those for end-text referencing.

Journal article with seven authors

If there are seven authors, use the first author followed by 'et al.' **in-text**, and include all seven authors in the end-text reference.

Example:

In-text citation
(Berry et al., 1999)

End-text reference
Berry, N., Charmeil, C., Goujon, C., Silvy, A., Girard, P., Corcuff, C., & Montastier, C. (1999). A clinical, biometrological and ultrastructural study of xerotic skin. *International Journal of Cosmetic Science*, 21, 241-252.

Note. With two to seven authors, use an ampersand (&) before the last author in the end-text reference.

Journal article with eight or more authors

(APA 6th, pp.189 & 198-199)

If there are eight or more authors, include the **first six authors**, followed by three ellipsis points (. . .) then the last author's name.

Note. There is a space between each dot point in the ellipsis. You must also type a space before and after the ellipsis.

Example: (APA 6th, p.198)

In-text citation

(White et al., 2008)

End-text reference (APA 6th, p.198)

White, K. M., Robinson, N. G., Young, R. M., Anderson, P. J., Hyde, M. K., Greenbank, S., . . . Baskerville, D. (2008). Testing an extended theory of planned behaviour to predict young people's sun safety in a high risk area. *British Journal of Health Psychology*, 13(3), 435-448. doi:10.1348/135910707X210004

Magazine article (APA 6th, p. 200)

Give date of publication in addition to volume number (if available).

Example:

In-text citation

(Kandel & Squire, 2000)

End-text reference

Kandel, E. R., & Squire, L. R. (2000, November 10). Neuroscience: Breaking down scientific barriers to the study of brain and mind. *Science*, 290, 1113-1120.

Newspaper article (APA 6th, p. 200)

If the article has no author, list the article alphabetically using first significant word in the title (i.e., omit 'A', 'The', or 'An') and use a short title for in-text citation placed in quotation marks. In the end-text reference, use 'p.' or 'pp.' to refer to the source page(s).

Example:

In-text citation

("R-movies," 1995)

End-text reference

R-movies rated as abuse. (1995, January 7). *The West Australian*, p. 5.

Note. The quotation mark goes **after** the comma in the in-text citation.

Example:

In-text citation

(Aisbett, 1995).

End-text reference

Aisbett, N. (1995, January 7). Secret war still baffles veteran. *The West Australian*, pp. 14-15.

Note. In the end-text reference, use 'p.' or 'pp.' **only** for newspaper articles **not** journal articles.

Article whose title includes the title of another work

Example:

In-text citation

(Brick, 1959)

End-text reference

Brick, A. R. (1959). "Wuthering Heights": Narrators, audience and message. *College English*, 21, 80-86.

Example:

In-text citation

(Loomis, 1960)

End-text reference

Loomis, C. C. (1960). Structure and sympathy in Joyce's "The dead." *PMLA*, 75, 149-151.

Article or lecture published independently

Example:

In-text citation

(Barnes, 1999)

End-text reference

Barnes, A. B. (1999). *Education: The way ahead*. Smith Lecture 1998. (Available from P.O. Box 124, Mount Lawley, Western Australia, 6050).

2. Books, brochures and book chapters

General form of end-text reference: (APA 6th, pp. 198 & 202)

Author, A. A., & Author, B. B. (Date). *Title of book*. Location: Publisher.

Author, A. A., & Author, B. B. (Date). Title of chapter. In A. Editor, & B. Editor (Eds.), *Title of book* (#th ed., pp. xxx-xxx). Location: Publisher.

Publication details (city and publisher)

(APA 6th, p. 187)

For books, reports and non periodical material: if the city of publication is within the United States, follow with the two official US postal service abbreviations. For cities outside of the United States, follow with the name of the country. End with the publisher name.

Note. If the author and publisher are the same, write 'Author' as the publisher name.

Publication details: U.S.

Examples:

New York, NY: Harper & Row.

Washington, DC: Author.

Cambridge, MA: MIT Press.

Publication details: Outside the U.S.

Examples:

London, England: Wildwood House.

Melbourne, Australia: Puffin.

Cambridge, England: Author.

Book with one author

Example:

In-text citations (APA 6th, p. 174)

(Moore, 1971)

Moore (1971)

In his 1971 book, Moore focuses on social patterns which occur in Australian literature raising the question that . . .

End-text reference (See APA 6th, p. 203)

Moore, T. I. (1971). *Social patterns in Australian literature*. Sydney, Australia: Angus & Robertson.

Book with two authors

If a work has two authors, include both names in the end-text reference.

Examples:

In-text citations

(Lincoln & Guba, 1971)

Lincoln and Guba (1971)

End-text reference

Lincoln, Y. S., & Guba, E. G. (1985). *Naturalistic inquiry*. Newbury Park, CA: Sage.

Book with three to seven authors

Note. Up to seven authors, all authors must appear in the end-text reference.

In-text citation:

(Quinlan, Bohle, & Lamm, 2010).

In-text citation: Authors as part of the sentence

Quinlan, Bohle, and Lamm, (2010) said ...

End-text reference:

Quinlan, M., Bohle, P., & Lamm, F. (2010). *Managing occupational health and safety: A multidisciplinary approach* (3rd ed.). South Yarra, Victoria: Palgrave Macmillan.

Book with eight or more authors

In-text citation and end-text citations:

Note. For end-text reference: If there are eight or more authors, include the first six authors, followed by three ellipsis points (. . .) followed by the last author's name.

In-text citation:

(Loxey et al., 2004).

End-text reference:

Loxey, W., Toumbourou, J. W., Stockwell, T., Haines, B., Scott, K., Godfrey, C., . . . Williams, J. (2004). *The prevention of substance use, risk and harm in Australia: A review of the evidence*. Canberra, Australia: Department of Health and Ageing.

Edited book

Use the abbreviation for editor(s) ('Ed.' or 'Eds.') before the date.

Example:

In-text citation

(Robinson, 1992)

End-text references

Robinson, D. N. (Ed.). (1992). *Social discourse and moral judgement*. San Diego, CA: Academic Press.

Example:

In-text citation

(Headon, Hooton, & Horne, 1992)

Example:

End-text citation

Headon, D., Hooton, J., & Horne, D. (Eds.). (1995). *The abundant culture: Meaning and significance in everyday Australia*. Sydney, Australia: Allen & Unwin.

No date, classical work, or date uncertain

For sources that do not have a date of publication, substitute 'n.d.' (no date) after the name of the author.

No date (APA 6th, p.185)

Example:

In-text citation

(Southey, n.d.)

End-text reference

Southey, R. (n.d.). *The life of Nelson*. London, England: Blackie.

Note. If the publication is a classical work, cite the year of the translation or version you used

Classical work (APA 6th, p.178)

Example:

In-text citation

(Plato, trans. 1947)

Example:

In-text citation

(Bunyan, version 1969)

Note. If the original date of the publication is known, add this before the translation/version date you used.

Example:

In-text citation

(Bunyan, 1684/1969)

No author

Where a work has no author, the title, or an abbreviated form of the title, is used in the same way as the author's name. In the end-text reference the work is listed alphabetically by the first significant word of the title or the abbreviated title (i.e., omit 'A', 'The', or 'An'). The same form for the title (i.e., abbreviated or not abbreviated) must be used in both the in-text citation and the end-text reference.

Example:

In-text citation

... (*The Penguin pocket English dictionary*, 1968, p. 89)

End-text reference

The Penguin pocket English dictionary (2nd ed.). (1987). London, England: Penguin Books.

Book whose title includes the title of another work

Distinguish the included title by double quotation marks.

Example:

In-text citation

(Whitley, 1970)

End-text reference

Whitley, J. S. (1970). *Golding: "Lord of the flies."* London, England: Edward Arnold.

Book with foreign title

If available, give the English translation in square brackets after the original title.

Example:

In-text citation

(Traversa, 1981)

End-text reference

Traversa, V. P. (1981). *Parola e pensiero: Introduzione alla lingua Italiana moderna* [Word and thought: An introduction to modern Italian language] (3rd ed.). New York, NY: Harper & Row.

Note. Only italicise the original title **not** the translated title.

Editor or translator named in addition to author

Name the translator or editor only in the end-text reference, immediately following the title. In the case of translated works, cite the title in its translated form, not in its original form.

Example:

In-text citation

(Genet, 1966, p. 61)

End-text reference

Genet, J. (1966). *The balcony* (2nd ed.). (B. Frechtman, Trans.). London, England: Faber.

Chapter in an edited book with one editor

Use the word 'In' before the name of the editors and use editor's initials before name and indicate pages by 'p.' or 'pp.'

Example:

In-text citation

(Kiernan, 1976, p. 462)

End-text reference: chapter in an edited book

Kiernan, B. (1976). The novels of Patrick White. In G. Dutton (Ed.), *The literature of Australia* (Rev. ed., pp. 461-484). Ringwood, Australia: Penguin.

Chapter in a book with two or more editors

Use ampersand (&) to connect the name of the last editor.

Example:

In-text citation

(Mandler, 1993, p. 41)

End-text reference

Mandler, G. (1993). Thought, memory, and learning: Effects of emotional stress. In L. Goldberger & S. Bregnitz (Eds.), *Handbook of stress: Theoretical and clinical aspects* (2nd ed., pp. 40-55). New York, NY: The Free Press.

Book chapter/article in an encyclopedia

Example:

In-text citation

(Robinson, 1994)

End-text reference

Robinson, A. (1994). The principals of genetics and heredity. In *The new encyclopedia Britannica* (Vol. 19, pp. 699-740). Chicago, IL: Encyclopedia Britannica.

Brochure/Fact sheet/Template

Treat brochures, fact sheets, templates etc. like books. Indicate type of publication in square brackets after the title, unless the publication type is included in the title. When the publisher is the same as the author, write 'Author' as the name of the publisher.

Brochure

Example:

In-text citation

(Edith Cowan University, n.d.)

End-text reference

Edith Cowan University. (n.d.). *The joint achievement project*. [Brochure]. Perth, Australia: Author.

Fact sheet

Example:

End-text reference

Florek, S. (2003). *Megafauna extinction: Patterns of extinction* [Fact sheet]. Retrieved from <http://www.austmus.gov.au/factsheets/megafauna.htm>

Template

Example:[the word template in the title]

End-text reference

The Student Nurse Forum. (n.d.). *Care plan template*. Retrieved from <http://kcsun3.tripod.com/id225.htm>

Example: [the word template not in the title]

Microsoft Office. (n.d.). *Infant feeding log* [Template]. Retrieved from <http://office.microsoft.com/en-us/templates/infant-feeding-log-TC010217886.aspx>

Play

Treat plays like books.

Example:

In-text citation

(Wedekind, 2007)

End-text reference

Wedekind, F. (2007). *Spring awakening*. (J. Franzen, Trans.). New York, NY: Farrar, Straus & Giroux.

Poem

Place the title of the poem in double quotation marks.

Example:

In-text citation

"Macavity" (Eliot, 1939)
"He always has an alibi, and one or two to spare."
("Macavity," Eliot, 1939).

End-text reference

Eliot, T. S. (1962). "Macavity." In T.S. Eliot, *Old Possum's book of practical cats* (pp. 41-42). London, England: Faber.

Note. For a more accurate reference to plays and poetry use the following forms.

Examples:

"The Lady of Shallot," verse 3, lines 1-3.
"Julius Caesar," act 2, scene 1, line 21.

Music score

Example:

End-text reference

Sibelius, J. (2001). *Concerto in D minor, op. 47* [Score]. New York, NY: International Music Co.

Music liner notes

If you wish to refer to the liner notes rather than a recording then use the following form.

Example:

In-text citation

(Obiera, 1998)

End-text reference

Obiera, P. (1998.) Lyricism and exotic colour. In *The pearl fishers* [CD liner notes]. Germany: Philips Classics.

Note. If the liner notes do not have a title then add a one or two word description and place this in square brackets. The brackets indicate that the material is a description not a title itself.

Example:

In-text citation

(Kimball, 1979)

End-text reference

Kimball, R. (1979). [Synopsis]. In *Sweeny Todd: The demon barber of Fleet Street: A musical thriller* [CD liner notes]. New York, NY: RCA.

3. Audiovisual media (APA 6th, p. 209-210)

Audiovisual media include motion pictures; audio or television broadcasts (including podcasts); and static objects such as maps, artwork, or photos.

List the primary contributors in the author position and use parentheses to identify their contribution.

Note. For an episode from a television or radio series, use the same format as for a chapter in a book, but list the script writer and director in the author position and the producer in the editor position.

Music recording

General form for end-text reference:

Author, A. (Date of copyright). Title of song [Recorded by artist if different from writer]. On *Title of album* [Medium of recording: CD, record, cassette, etc.]. Location: Label. (Recording date if different from copyright date)

Example:

In-text citation

"Over the waterfall" (Shocked, 1992, track 5)

End-text reference

Shocked, M. (1992). Over the waterfall. On *Arkansas traveler* [CD]. New York, NY: PolyGram Music.

Video recording/Film/Motion picture

Example:

In-text citation

(Williams & Bell, 1998)

End-text reference

Williams, S. (Producer), & Bell, A. J. W. (Director). (1998). *Lost for words* [Video]. UK: Yorkshire Television.

Example:

In-text citation

(Deeley, York, & Scott, 1984)

End-text reference

Deeley, M., & York, B. (Producers), & Scott, R. (Director). (1984). *Bladerunner* [Motion picture]. United States: Warner Brothers.

Video recording/Film/Motion picture (no author)

Often audiovisual materials have no named author; in such cases an abbreviated form of the title should be used in both in-text and end-text references. The end-text reference should be completed with a description of the medium and include the roles of the various participants involved in the production (e.g., director, producer).

Example: *Video*

In-text citation

("Decisions, decisions," 1976)

End-text reference

Decisions, decisions: How to reach them, how to make them happen [Video]. (1976). London, England: Video Arts.

Example: *Film or motion picture*

In-text citation

("Early mathematical experiences," 1976)

End-text reference

Early mathematical experiences [Film]. (1976). State of play series, 7. London, England: BBC.

4. Interviews/Personal communication

(*APA 6th*, p. 179)

A remark quoted from a formal or informal conversation is acknowledged by an explanatory note following the quotation.

Example:

In-text citation

(K. A. W. Crook, personal communication, April 18, 1971).

The same referencing style would apply when acknowledging a tape, a personal letter, or a transcript of a speech or dialogue. These references are **not** included in the reference list.

In transcribing conversation or dialogue it is customary to mark the beginning of each speaker's contribution by starting it on a new line. Most publishers set conversation in single quotation marks, indented. Scripts, however, do not use quotation marks for speech.

When a speech that is quoted extends over more than one paragraph, the quotation marks are repeated at the beginning of each paragraph, but the final quotation marks appear only at the end of the whole quotation – each individual paragraph is left open to indicate the continuity of the quotation.

Where one speaker quotes another, then the double and single quotation marks are alternated.

Example:

"What did Sue tell John?"

"She said, 'Get lost'."

Note. If any part contains matter not quoted, the final period comes outside the quotation marks.

Example:

He replied, "She said, 'Get lost'".

Note. In general, periods are not duplicated, except where they are differently distinguished.

Example:

Did he hear the Speaker call, "Order!"?

He said, "Do you think I am mad?"

Personal communications: end text

Personal communications are not included in end-text references.

5. Electronic media

General information

Where possible, reference articles from the print version of the journal.

When including a reference, you need to provide readers with the details that will enable them to locate the information used. Texts on the Internet may challenge this expectation as some texts can be accessed by many people and easily changed, often without knowledge of whom the author(s) is/are.

An end-text reference for an Internet text needs:

- an author (where possible)
- a date: publication date, update date, or date accessed
- a title or description of the text
- a DOI (Digital Object Identifier) if there is one
- if a DOI is unavailable, include a web address: URL (Uniform Resource Locator)

Where there is a tendency to update information on the Internet (e. g., Wikis), the retrieval date will give the reader the actual date on which the document was accessed. Later versions of the document (if still available) may not be the same. (*APA 6th*, p. 192)

Note. No retrieval date is necessary for content that is **unlikely** to be changed or updated (e.g., journal articles, books).

Digital Object Identifier (DOI) (APA 6th, pp.188)

Some publishers assign a Digital Object Identifier (DOI) to digital documents. This is a unique code assigned by a registration agency that identifies that document with a permanent link to its location on the internet. Information about a digital object may change over time, including where to find it, but its DOI name will not change. DOIs come in a range of forms but all have a prefix and a suffix separated by a '/

Examples:

10.1234/NP5678
10.5678/ISBN-0-7645-4889-4
10.2224/2004-10-ISO-DOI

Article assigned a DOI (APA 6th, p. 191)

If a DOI is assigned to a document, include the DOI in the reference list even if the article has been retrieved from an aggregated database such as ProQuest) (APA 6th, pp. 189-192 & pp. 198-199). No further retrieval information is necessary.

Example:

In-text citation
(Stultz, 2006)

End-text reference

Stultz, J. (2006). Integrating exposure therapy and analytical therapy in trauma treatment. *American Journal of Orthopsychiatry*, 76(4), 482-488. doi:10.1037/0002-9432.76.4.482

Note. There is no full-stop at the end of the DOI.

Cochrane database report retrieved from Cochrane Library: using DOI

Example:

In-text citation
(Shaw, O'Rourke, Del Mar, & Kenardy, 2005)

Example:

Shaw, K., O'Rourke, P., Del Mar, C., & Kenardy, J. (2005). Psychological interventions for overweight or obesity. *The Cochrane Database of Systematic Reviews*, (2). doi:10.1002/14651858.CD003818.pub2

Article not assigned a DOI (APA 6th, pp.191-192)

Where there is no DOI, provide the home page URL of the journal/periodical.

Example:

In-text citation
(Miretti & Beck, 2008)

End-text reference [URL of journal home page]

Miretti, M. M., & Beck, S., (2008). Immunogenomics: Molecular hide and seek. *Human Genomics*, 2(4), 244-255. Retrieved from http://www.henrystewart.com/human_genomics/online.html

Article from JSTOR or ERIC database

Note. If the document is not easily located through its primary publishing channels, give the home or entry page URL for the online database. e.g. JSTOR or ERIC

Example: [URL of ERIC database home page]

In-text citation
(Langdon & Preeble, 2008)

End-text reference

Langdon, S. W., & Preeble, W. (2008). The relationship between levels of perceived respect and bullying in 5th through 12th graders. *Adolescence*, 43(171), 485-503. Retrieved from <http://www.eric.ed.gov/>

Example: [URL of JSTOR database home page]

In-text citation
(Gregor, 1891)

End-text reference

Gregor, W. (1891). The Scotch fisher child. *Folklore*, 2(1), 73-86. Retrieved from <http://www.jstor.org>

Example:

In-text citation
(Panoyan, Lee, Arar, Abboud, & Arar, 2008)

End-text reference [URL of journal home page]

Panoyan, L., Lee, S., Arar, R., Abboud, H., & Arar, N. (2008). The informed consent process in genetic family studies. *Genomics, Society and Policy*, 4(2), 11-20. Retrieved from <http://www.gspjournal.com/>

Electronic media: in-text entries

With in-text entries for electronic sources, follow the same format for printed matter. That is, the in-text citation must include the author's details, year of publication and, where appropriate, page numbers.

Some electronic texts do have page numbers and some don't. Some texts have paragraph numbers and some have line numbers. What you should avoid doing is allocating page numbers on the basis of how many pages your printer prints out, as this will differ from user to user. If someone tried to follow your source, they might face difficulties in specifically locating the information. If the text you are quoting from has paragraph numbers, use the '¶' symbol or the abbreviation 'para.' to indicate the location of your quote.

Example: Paragraph(¶)

In-text citation

(The Benton Foundation, 1998, ¶ 5).

When the paragraphs are not numbered on an electronic document, then cite the heading/subheading/section heading as a marker for the reader and also, if necessary, the paragraph in that section.

Example: *Paragraph (para.)*

In-text citation

In particular, Ramsay (2004) reveals uncertainties about the effectiveness of access and equity programs to meet their proposed aims. Clarke, Bull and Clarke (2004) question the lack of “general agreement as to what constitutes a preparatory program in the Australian higher education context” (Introduction, para. 4). Similarly, Cobbin, Barlow and Gostelow (1992) show that a collective understanding of access and equity courses would enable course organisers to make “meaningful comparisons” across programs (Application of a National Register, para. 1).

E-journal article

Where a journal article is unavailable in print:

Example: *[http:]*

End-text reference

Greggi, M. (2008). Avoidance and *abus de droit*: The european approach in tax law. *eJournal of Tax Research*, 6(1), Article 2. Retrieved from <http://www.austlii.edu.au/au/journals/eJTR/2008/2.htm> |#Heading

Example: *[doi:]*

End-text reference

Fredrickson, B. L. (2000, March 7). Cultivating positive emotions to optimise health and well-being. *Prevention & Treatment*, 3, Article 0001a. doi:10.1037/1522-3736.3.1.31

Web document (not a journal)

Multipage document created by a private organisation, no date i.e. has a URL.

Example:

End-text reference

StatSoft Inc. (n.d.). *Electronic statistics textbook*. Retrieved from <http://www.statsoft.com/textbook/stathome.html>

Example:

End-text reference

Vegan freak radio #98. (n.d.). *Summer cooking with Dreena, Joy and Dino: Recipes for listeners*. Retrieved from <http://veganfreakradio.com/recipes-show-98.pdf>

Example:

End-text reference

Financial Planning Association of Australia Limited [FPA]. (2003). *Budgeting: Ways to handle money*. Retrieved from <http://www.fpa.asn.au/files/PubDSUnit2.pdf>

Chapter or sections in a Web document

Example:

End-text reference [http:]

Benton Foundation. (1998, July 7). Barriers to closing the gap. In *Losing ground bit by bit: Low-income communities in the information age* (Chapter 2). Retrieved from <http://www.benton.org/Library/Low-Income/two.html>

Lecture notes available online

Some lecturers may require you to reference lecture material that they have compiled for your use and made available online. If this is so, then you can follow the format below.

Example:

End-text reference

Smith, J. (2002). PFF 1198 *Lecture notes*. Retrieved from Edith Cowan University, School of Nursing and Public Health website: <http://www.ecu.edu.au/fchs/sonph/units/pff1198.html>

Daily newspaper article, electronic version

Example: (APA 6th, p. 200)

End-text reference

Hilts, P. J. (1999, February 16). In forecasting their emotions, most people flunk out. *New York Times*. Retrieved from <http://www.nytimes.com>

eBook (APA 6th, pp. 203-204)

These are available in a variety of formats i.e. PDF or online only. They may be viewed page-by-page from a website or be downloadable in part or completely from an online database (e.g., The Internet Archive, Gutenberg Project.) For an electronic copy of a print book include the ‘version’ where possible.

Note. If a DOI is assigned to a document, include the DOI in the reference list. No further retrieval information is necessary.

eBook (electronic-only book—no print version)

Example:

In-text citation

(O'Keefe, n.d., p. 105)

End-text reference [[http:](#)]

O'Keefe, E. (n.d.). *Egoism & the crisis in Western values*. Retrieved from <http://www.onlineoriginals.com/showitem.asp?itemID=135>

Example:

In-text citation

(Wilkinson & Marmot, 2003, p. 15)

End-text reference [[http:](#)]

Wilkinson, R., & Marmot, M. (Eds.). (2003). *Social determinants of health: The solid facts* (2nd ed.). Retrieved from <http://www.euro.who.int/document/e81384.pdf>

Electronic copy of a print book—version available

Example:

In-text citation:

(Prior & Glaser, 2006, p. 24)

End-text reference

Prior, V., & Glaser, D. (2006). *Understanding attachment and attachment disorders: Theory, evidence and practice* [Ebook library version]. Retrieved from <http://www.ebib.com.au/>

Example:

In-text citation

(Schiraldi, 2001, p. 37)

End-text reference

Schiraldi, G. R. (2001). *The post-traumatic stress disorder sourcebook: A guide to healing, recovery, and growth* [Adobe Digital Editions version]. doi:10.1036/0071393722

CD-ROM

Do not italicise the names of software, programs, or languages. (APA 6th, p. 210)

Example:

In-text citation

("The Australian business index," 1993)

End-text reference

The Australian business index [CD-ROM]. (1993). Nedlands, Australia: CD-ROM Publishing.

Computer software (APA 6th, pp. 210-211)

Example:

In-text citation

("Computer literacy for nurses," 1985)

End-text reference

Computer literacy for nurses [Computer software]. (1985). Edwardsville, KS: Medi-sim.

Note. Reference entries are not required for standard off-the-shelf software and programming languages, e.g., MicroSoft, Adobe, Apple, Java, SPSS).

Blog

If the author's full name is available then use it, otherwise use the screen name. Provide the exact date of the posting.

Web log post

Example: APA 6th, p. 215

In-text citation

(PZ Meyers, 2007)

End-text reference [[http:](#)]

PZ Meyers, (2007, January 22). The unfortunate prerequisites and consequences of partitioning your mind [Web log post]. Retrieved from http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php

Web log comment

Example:

In-text citation

(MiddleKid, 2007)

End-text reference [[http:](#)]

MiddleKid. (2007, January 22). Re: The unfortunate prerequisites and consequences of partitioning your mind [Web log comment]. Retrieved from http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php

Note. The author of the Web log comment has adopted a nickname or screen name.

Note. There is no full stop after the URL.

Note. The title is not italicised in the end-text reference.

Email

Email is a personal communication

Examples:

In-text citation

A. B. Smith (personal communication, December 29, 2005)
(M. T. Browne, personal communication, November 15, 2004)

Note. As these are not available to the reader, they are **not** included in the reference list.

Message posted to an electronic mailing list

Example: (APA 6th, p 215)

End-text reference [http:]

Hammond, T. (2000, November 20). YAHC: Handle parameters, DOI games, etc. [Electronic mailing list message]. Retrieved from <http://www.doi.org/mailarchive/reflink/msg0008.html>

Wiki (APA 6th, p. 205)

Note. Only include the retrieval date if the content cited is likely to be changed or updated

Example: entry in an online reference work, no author, no editor

In-text citation

("Bindeez," n.d.)

End-text reference

Bindeez. (n.d.). In *Wikipedia*. Retrieved November 24, 2007, from <http://en.wikipedia.org/wiki/Bindeez>

Note. There is no full stop after the URL.

Note. The titles of wiki entries are **not** italicised in the reference list.

Web pages

Include the author if available, the name of the webpage, and the full URL. Note: the title from the browser's title bar may refer to a section of the website or in some cases the entire website. You should only reference what you can actually see on the page in question. If the web page is part of a section in a website then identify the website/organisation and the relevant section. Precede the URL with a colon **only** if you identify the website.

Note. There is no full stop after the URL.

Note. The title of web pages is not italicised in the end-text reference. (APA 6th, P.176, 6.15)

Webpage with no author

If the author is not identified, start the reference with the document title.

Example:

In-text citation

("Technical specifications (iPhone)," n.d.)

End-text reference

Technical specifications (iPhone). [n.d.]. Retrieved from the Apple Web site: <http://www.apple.com/iphone/specs.html>

Web page with author

Example:

In-text citation

(Cellini, n.d.)

End-text reference

Cellini, J. [n.d.]. David Fincher: "The curious case of Benjamin Button". Retrieved from the Apple Website: <http://www.apple.com/finalcutstudio/action/button/?sr=hotnews>

6. Conference presentations/proceedings

Published in conference proceedings

Example:

In-text citation

(Jones, Oran, & Sichel, 1992)

End-text reference

Jones, D. A., Oran, E. S., & Sichel, M. (1992). Numerical simulation of the reignition of detonation by reflected shocks. *Proceedings of the Fifth Australian Supercomputing Conference* (pp. 15-24). Melbourne, Australia: RMIT University.

Unpublished presentation

Example:

In-text citation

(Jongeling, 1988)

End-text reference

Jongeling, S. B. (1988, September). *Student teachers' preference for cooperative small group teaching*. Paper presented at the 3rd Annual Research Forum of the Western Australian Institute for Educational Research, Murdoch University, Perth, Western Australia.

Poster session

Example:

In-text citation

(Jones, 1993)

End-text reference:

Jones, P. (1993, September). *Backyard bird watching*. Poster session presented at the annual meeting of the Naturalist Club, Perth, WA

Review (APA 6th, pp. 208-209)

Reviews of books, films, etc. are identified by writing [Review of the book (or film, or . . .)] in square brackets after the title of the review article.

Examples:

In-text citation

Carmody (1982) implies . . .

End-text reference :

Carmody, T. P. (1982). A new look at medicine from the social perspective [Review of the book *Social contexts of health, illness, and patient care*, by E. G. Mishler, L. R. Amarasingham, S. T. Hauser, R. Liem, S. D. Osherson, & N. E. Waxler]. *Contemporary Psychology*, 27, 208-209.

In-text citation

Sheid (2009) implies . . .

End-text reference

Sheid, G. (2009). Personality matters @ work [Review of the book *Personality and intelligence at work: Exploring and explaining individual differences at work*, by A. Furnham]. *PsycCRITIQUES*, 54(1). doi:10.1037/a0013576

Unpublished paper/manuscript (APA 6th, p. 211)

Example:

In-text citation

(Parker, 1978)

End-text reference

Parker, R. S. (1978). *Style notes for typescripts in the social sciences*. Unpublished manuscript, Australian National University, Canberra, Australia.

7. Doctoral dissertations and master's theses (APA 6th, pp. 207- 208)

Dissertation or thesis from a database

Example: General format

Author A. A. (2006). *Title of doctoral dissertation or master's thesis* (Doctoral dissertation or master's thesis). Retrieved from Name of Database. (Accession or Order No.)

Example

In-text citation: Master's thesis

(Aitken, 2001)

End-text reference

Aitken, J. P. (2001). *Bioenergetics of the Australian giant cuttlefish (Sepia apama)* (Master's thesis). Retrieved from ProQuest Dissertations and Theses database. (AAT MQ66476).

Example:

In-text citation: Doctoral dissertation

(Pendar, 1982)

End-text reference: Doctoral dissertation

Pendar, J. E. (1982). *Undergraduate psychology: Factors influencing decisions about college, curriculum and career* (Doctoral dissertation). Dissertation Abstracts International. (University Microfilms No. 82-06, 181).

Dissertation from ADT database

Example:

In-text citation

(Li, 2009, p. 24)

End-text reference

Li, Q. (2009). *The role of occupation in an integrated boycott model: A cross-regional study in China* (Doctoral dissertation). Retrieved from <http://adt.caul.edu.au/>

Dissertation from ECU Library catalogue

Example:

In-text citation

(Li, 2009, p. 24)

End-text reference

Li, Q. (2009). *The role of occupation in an integrated boycott model: A cross-regional study in China* (Doctoral dissertation). Retrieved from <http://library.ecu.edu.au/>

Unpublished dissertation or thesis,

Example:

Author A. A. (2006). *Title of doctoral dissertation or master's thesis* (Unpublished doctoral dissertation or master's thesis). Name of Institution, Location.

Example:

End-text reference

Lock, G. (1993). *The prevalence and sources of perceived occupational stress among teachers in Western Australian Government metropolitan primary schools* (Unpublished doctoral dissertation). Edith Cowan University, Mount Lawley, Western Australia.

In-text citation

(Lock, 1993, p. 38)

8. Reports (APA 6th, p. 205)

Government report

Example:

In-text citation

(Dawkins, 1991)

End-text reference

Dawkins, J. (1991). *Australia's language: The Australian language and literacy policy*. Canberra, Australia: AGPS.

Example:

In-text citation

(Commonwealth Schools Commission, 1987)

End-text reference

Commonwealth Schools Commission. (1987). *National policy for the education of girls in Australian schools*. Canberra, Australia: AGPS

Note. In Australia, we often refer to Commonwealth reports by the name of the chairperson of the committee that published the report. The APA manual does not refer to this situation.

Research/University report

Example:

In-text citation

(Froyland & Skeffington, 1993)

End-text reference

Froyland, I. B., & Skeffington, M. (1993). *Aboriginal and Torres Strait Islander employment strategy: A five year plan for the Police Force of Western Australia*. Joondalup, Australia: Edith Cowan University, Centre for Police Research.

Australian Bureau of Statistics (Online)

Example:

In-text citation

(Australian Bureau of Statistics, 2009)

End-text reference

Australian Bureau of Statistics. (2009). *Australian national accounts: National income, expenditure and product* (Cat. No. 5206.0). Retrieved from <http://www.abs.gov.au>

Standards (Technical report)

Where the author is also the publisher, do not mention the publisher in the retrieval statement.

Example:

In-text citation

(Standards Australia, 2003)

End-text reference

Standards Australia. (2003). *Guide to residential pavements* (AS3727-1993). Retrieved from <http://www.standards.org.au/>

9. Figures and tables

Figures (images, graphs, charts, maps, drawings, illustrations photographs, diagrams etc.)

Figure

Examples:

In-text citation

Use the basic author/year mention, with an added entry about the figure being referred to:

Pear (2001, Figure 7.5)

Pear's (2001) Figure 7.5 shows . . .

(Pear, 2001, Figure 7.5)

End-text reference

Pear, J. (2001). *The science of learning*. Philadelphia, PA: Psychology Press.

Figure (caption only)

Example:

In-text citation

(Seckel, 2004, Mona Lisa's chair, p. 221)

End-text reference

Seckel, A. (2004). *Masters of deception: Escher, Dali and the artists of optical illusion*. London, England: Sterling Publishing.

Note. The figure number or caption only appears in the in-text citation, not in the end text reference. The end-text reference only gives the details of the source material.

Tables

Example: Table

In-text citation

Use the basic author/year mention, with an added entry about the table being referred to:

Sousa (2008, Table 4.2)

Sousa's (2008) Table 4.2 shows ...

(Sousa, 2008, Table 4.2)

End-text reference

Sousa, D. A. (2008). *How the brain learns mathematics*. Thousand Oaks, CA: Corwin Press.

10. Publications of limited circulation

Leaflet

Leaflets have only a limited circulation, therefore indicate the source of the publication immediately after the title.

Example:

In-text citation

(Churchlands College Health Service, n.d.)

End-text reference

Churchlands College Health Service [Leaflet]. (n.d.). (Available from Edith Cowan University, Pearson Street, Churchlands, Western Australia, 6018).

Handout with no author

Treat handouts like leaflets.

Example:

In-text citation

(Discourse analysis, n.d., p. 5)

End-text reference

Discourse analysis [Handout]. (n.d.). (Available from Edith Cowan University, Pearson Street, Churchlands, Western Australia, 6018).

Appendix 1: Legal materials Guidelines

Most legal periodicals and texts use the footnote system that is markedly different from the APA format adopted by the University. Because of the complexity of legal documents, court decisions, legislative materials, etc. the *Publication Manual of the American Psychological Association* (2001) suggests that information on preparing legal citation should be obtained from *The Bluebook: A Uniform System of Citation* (17th ed., 2000).

Note. This reference covers legislative material relevant to the USA and is not appropriate for Australian legal material.

Students studying law will be directed by their lecturers to adopt the footnote system as set out in the *Australian Guide to Legal Citation* (AGLC). Further details for those students will be provided in their unit outline.

For specific references to Australian legal materials, students should consult the *Style Manual for Authors, Editors and Printers* (6th ed., 2002). This style manual suggests that legal authorities (cases) and legislation generally are not listed in the end-text references. Therefore, the in-text citation should contain all necessary information to identify the document. If there is a need to provide a full reference list at the end of the document, the style manual advises that court decisions should be listed separately under the subheading 'Legal authorities' and legislative references should be listed separately under a subheading 'Legislation'.

Legal authorities (cases)

The following components separated by a space not a comma are required for citing case law in University assignments and theses:

<i>name v. name</i>	<i>(year)</i>	volume number	abbreviated name of report series	beginning page of reference
<i>Northern Sandblasting Pty Ltd v. Harris</i>	<i>(1997)</i>	188	CLR	313

- If you are referring to a particular page of the judgment, include a 'pinpoint reference' to the actual page.
- If you haven't mentioned the case name in the sentence, include that in your in-text reference.
- If you refer to a particular judge or judges, use J for a single judge, JJ for more than one, and CJ for Chief Justice.

Example:

In-text:

In *Northern Sandblasting Pty Ltd v. Harris* (1997) 188 CLR 313 at 334 the High Court held that the landlord was in breach of a contractual duty of care owed to the tenants and to their family.

End-text:

Northern Sandblasting Pty Ltd v. Harris (1997) 188 CLR 313

Example:

In-text:

Gummow and Kirby JJ noted that medical advances have made it easier to distinguish the genuine from the spurious (*Annetts v. Australian Stations Pty Ltd* (2002) 211 CLR 317 at 378).

End-text:

Annetts v. Australian Stations Pty Ltd (2002) 211 CLR 317

Once you have referred to a case in your assignment, subsequent references to it can be shortened to the party names only.

When the Crown is one of the parties (for example in criminal cases), the abbreviation R (for Rex or Regina), or The Queen is used. In Western Australia, criminal cases commenced after 1 January 2004 will use 'The State of Western Australia' as the party name, rather than 'The Queen' or 'R'

Legislation

Legislation includes Acts, Bills, Regulations, Rules and other forms of legislation. Acts are the most commonly cited form of legislation.

The following components separated by a space not a comma are required for citing legislation in University assignments and theses:

<i>Act name</i>	<i>Year</i>	(Abbreviation for the jurisdiction)	s. section number
<i>Native Title Act</i>	1993	(Cth)	s. 223

- Note that both the Act name and year are italicised.
- The section number is optional. If you are referring to the Act as a whole, omit the section number. If you are referring to particular sections, include the section number(s).
- If you have already cited an Act, the next time you refer to that Act you can omit the year and jurisdiction.

Example:

In-text:

... by virtue of s. 10(2) of the *Legal Profession Practice Act 1958* (Vic).

The *Legal Profession Practice Act* also sets out ...

End-text:

Legal Profession Practice Act 1958 (Vic)

Parliamentary debates (Hansard): electronic

In-text:

Queensland Premier Bligh, when responding to a question said ... (Queensland Parliament. Record of Proceedings, June 6, 2008, p. 2109).

End-text:

Queensland Parliament. Record of Proceedings, June 6, 2008, p. 2109) Retrieved from http://www.parliament.qld.gov.au/view/legislativeAssembly/hansard/documents/2008.pdf/2008_06_06_WEEKLY.pdf

Reference list for legal materials

The APA style requires you to include a reference list (**not** a bibliography) in your work. You must cite in your reference list, every work (and only those works) that are referred to in your assignment.

A **reference list** – is a list of references you have cited in the body of your assignment.

A **bibliography** – is a list of all the material you have read while researching your assignment, even if you haven't cited all of them in your assignment.

Your reference list should be divided into the following sections:

- Articles/Books/Reports;
- Case Law;
- Legislation; and
- Other Sources.

Within each list, arrange the sources alphabetically by author, by the first party to the case, or by the first word in the Act title.

Appendix 2: Accounting standards & regulations

Guidelines

Use Australian Accounting Standards Board [AASB] or International Accounting Standards Board [IASB] as the Author.

Use for year of publication, the most recent publication date given (original, amendment, revision and reissue dates may all be given on the item).

Where two or more items are published in the same year, e.g., AASB 5 and AASB 6. Distinguish each item with a letter following the date. For example the first item would have 'a' after the date (1986a) and the next item 'b' after the date (1986b) and so on.

For direct quotations or if referring to a particular paragraph in the item, use 'para.' instead of page number in the in-text reference.

Refer to the accounting standard etc. for the correct citation of its title.

Examples may not reflect the most recent publications in Accounting Standards, and sources may have changed following the adoption of the International Financial Reporting Standards.

Accounting standards and regulations (AAS)

Example: AASB 1 (online)

End-text reference

Australian Accounting Standards Board [AASB]. (2010). *First-time adoption of Australian accounting standards* (AASB 1). Retrieved from http://www.aasb.com.au/admin/file/content105/c9/AASB2_07-04_COMPjul09_01-10.pdf

Initial in-text citation

(Australian Accounting Standards Board [AASB]. 2010, para. 34)

Subsequent in-text references

(AASB, 2010, para. 34)

Example: eIFRS (online)

End-text reference

International Accounting Standards Board [IASB]. (2004). *International financial reporting standard 1: First-time adoption of international financial reporting standards*. Retrieved from http://0-eifrs.iasb.org.library.ecu.edu.au/eifrs/SearchContent?number=1&collection=EIFRSs_at_1_July_2010&ref=AdvSearchS&standard_type=IFRS

Initial in-text citation

(International Accounting Standards Board [IASB] 2004, para. 34)

Subsequent in-text references
(IASB, 2004, para. 34)

Example: AAS 28

End-text reference

Australian Accounting Research Foundation [AARF], Public Sector Accounting Standards Board [PSASB] & Australian Accounting Standards Board [AASB]. (1997). *Australian Accounting Standards AAS 28: Statement of cash flows*. Caulfield, Vic: Australian Accounting Research Foundation.

Initial in-text citation

(Australian Accounting Research Foundation [AARF], Public Sector Accounting Standards Board [PSASB] & Australian Accounting Standards Board [AASB] 1997, para. 31)

Subsequent in-text citations

(AARF, PSASB & AASB, 1997, para. 31) Appendix 3: In-text, end-text reference examples

Source	In-text example	End-text example
Abstract	(Wolff, 1995)	Wolff, S. (1995). The concept of resilience [Abstract]. <i>Australian and New Zealand Journal of Psychiatry</i> , 29(4), 565.
Advertisement: Printed	(Chanel, 1999)	Chanel "Allure" Advertisement (1999, October). <i>Vanity Fair</i> , 85.
Advertisement: Television	(Pine-o-Kleen, 2007)	Pine-o-Kleen "Forest Fresh" Disinfectant Advertisement. (c. 2005). Screened 12 February 2007, TVW Channel 7, Perth, Australia.
Article, Journal: One author	(Giroux, 2000)	Giroux, H. (2000). Public pedagogy as cultural politics: Stuart Hall and the "crisis" of culture. <i>Cultural Studies</i> , 14(2), 341-360. doi:10.1080/095023800334913
Article, Journal: Two authors	(Lock & Jongeling, 1994) Cite both authors every time.	Lock, G., & Jongeling, S. (1994). Maximising return rates in school based research. <i>Issues in Educational Research</i> , 4(2), 109-115.
Article, Journal: Three, to five authors	(Alberto, Jacobi, & Keating, 1993) Use 'Alberto et al.' in subsequent citations.	Alberto, C., Jacobi, D., & Keating, P. (1993). "Ehrich's beautiful pictures" and the controversial beginnings of immunological imagery. <i>Isis</i> , 84, 662-699.
Article, Journal: six authors	(Szerman et al., 2005)	Szerman, N., Peris, L., Mesías, B., Colis, P., Rosa, J., & Prieto, A. (2005). Reboxetine for the treatment of patients with Cocaine Dependence Disorder. <i>Human Psychopharmacology: Clinical & Experimental</i> , 20, 189-192. doi:10.1002/hup.677
Article, Journal: seven authors	(Taylor et al., 2009)	Taylor, M., Chaudhry, J., Cross, M., McDonald, E., Miller, P., & Pilowsky, L. (2005). Towards consensus in the long-term management of relapse prevention. <i>Human Psychopharmacology: Clinical & Experimental</i> , 20, 175-181. doi:10.1002/hup.675
Article, Journal: Seven authors	(Ray et al., 2010)	Ray, K, Chowdhury, M. H., Zhang, J., Fu, Y., Szmecinski, H., Nowaczyk, K., & Lakowicz, J. R. (2010). Plasmon-controlled fluorescence towards high-sensitivity optical sensing. <i>Advances in Biochemical Engineering / Biotechnology</i> , 116, 29-72. doi: 10.1007/10_2008_9
Article, Journal: Eight or more authors	(Bailey et al., 2009)	Bailey, S. R., Harrison, C. T., Jeffery, C. J., Ammerman, S., Bryson, S. W., Killen, D. T., . . . Killen, J. D. (2009). Withdrawal symptoms over time among adolescents in a smoking cessation intervention: Do symptoms vary by level of nicotine dependence? <i>Addictive Behaviours</i> , 34(12), 1017-22. doi:10.1016/j.addbeh.2009.06.014
Article, journal: Only available in an Internet journal	(Fredrickson, 2000)	Fredrickson, B. L. (2000, March 7). Cultivating positive emotions to optimise health and well-being. <i>Prevention & Treatment</i> , 3(1), Article 0001a. doi 10.1037/1522-3736.3.1.31a
Article, Journal Title includes the title of another work	(Rollin, 1990)	Rollin, L. (1990). The reproduction of mothering in "Charlotte's web." <i>Children's Literature</i> , 18, 42-52.
Article: Magazine	(Kandel & Squire, 2000)	Kandel, E. R., & Squire, L. R. (2000, November). Neuroscience: Breaking down scientific barriers to the study of brain and mind. <i>Science</i> , 290, 1113-1120.
Article: Newspaper	("R-movies," 1995) If there is no Author, use a short title in-text.	R-movies rated as abuse. (1995, January 7). <i>The West Australian</i> , p. 5.
Article or lecture: published independently	(Barnes, 1999)	Barnes, A. B. (1999). <i>Education: The way ahead</i> . Smith Lecture, 1998. (Available from P. O. Box 124, Mount Lawley, Australia, 6050).
Artwork	(Da Vinci, 1503)	Da Vinci, L. (Artist). (1503). <i>La Gioconda</i> [Artwork].

Source	In-text example	End-text example
Authors: One	(Ezzy, 2002, p. 30)	Ezzy, D. (2002). <i>Qualitative analysis: Practice and innovation</i> . Crows Nest, Australia: Allen & Unwin.
Authors: Two	(Etaugh & Rathus, 1995) <i>Cite both authors every time.</i>	Etaugh, C., & Rathus, S. (1995). <i>The world of children</i> . Orlando, FL: Holt, Rinehart & Winston.
Authors: Three, four or five	(Bush, Maryan, Browne-Cooper, & Robinson, 1995) <i>Use 'Bush et al.' in subsequent citations.</i>	Bush, B., Maryan, B., Browne-Cooper, R., & Robinson, D. (1995). <i>A guide to reptiles and frogs of the Perth region</i> . Nedlands, Western Australia: University of Western Australia Press.
Authors: Six	(Al-Awadi et al., 1986)	Al-Awadi, S. A., Naguib, K. K., Moussa, M. A., Farage, T. I., Teebi, A. S., & El-Khalifa, M. Y. (1986). The effect of consanguineous marriages on reproductive wastage. <i>Clinical Genetics</i> , 2(5), 384-388. doi:10.1111/j.1399-0004.1986.tb00509.x
Authors: Seven	(Berry et al., 1999)	Berry, N., Charmeil, C., Goujon, C., Silvy, A., Girard, P., Corcuff, C., & Montastier, C. (1999). A clinical, biometrological and ultrastructural study of xerotic skin. <i>International Journal of Cosmetic Science</i> , 21, 241–252. doi:10.1046/j.1467-2494.1999.196570.x
Authors: Eight or more	(White et al., 2008)	White, K. M., Robinson, N. G., Young, R. M., Anderson, P. J., Hyde, M. K., Greenbank, S., . . . Baskerville, D. (2008). Testing an extended theory of planned behaviour to predict young people's sun safety in a high risk area. <i>British Journal of Health Psychology</i> , 13(3), 435-448. doi:10.1348/135910707X210004
Book: Edited	(Cunningham & Turner, 2002)	Cunningham, S., & Turner, G. (Eds.). (2002). <i>The media in Australia</i> . Sydney, Australia: Allen & Unwin.
Book: Edition of a book	(Avis, 1999, p. 15).	Avis, H. (1999). <i>Drugs and life</i> (4th ed.). Boston, MA: WCB McGraw Hill.
Book: Editor or translator named in addition to author	(Genet, 1966, p. 61)	Genet, J. (1966). <i>The balcony</i> (2nd ed.). (B. Frechtman, Trans.). London, England: Faber.
Book: Group author (government/corporate agency) as publisher	(American Psychological Association, 2007)	American Psychological Association. (2007). <i>APA style guide to electronic references</i> . Washington, DC: Author.
Book: No author	(<i>The Penguin pocket English dictionary</i> , 1968, p. 89)	<i>The Penguin pocket English dictionary</i> (2nd ed.). (1987). London, England: Penguin Books.
Book: No date, classical work or date uncertain	(Southey, n.d.)	Southey, R. (n.d.). <i>The life of Nelson</i> . London, England: Blackie.
Book: Title includes the title of another work	(Chitham, 1998)	Chitham, E. (1998). <i>The birth of "Wuthering Heights": Emily Brontë at work</i> . Basingstoke, England: Macmillan.
Book: Work in a language other than English	(Traversa, 1981)	Traversa, V. P. (1981). <i>Parola e pensiero: Introduzione alla lingua Italianamoderna</i> [Word and thought: An introduction to modern Italian language] (3rd ed.). New York, NY: Harper & Row.
Book chapter	(Cornford, 1999)	Cornford, I. (1999). Social learning. In J. Athanasou (Ed.), <i>Adult educational psychology</i> (pp. 73-96). Katoomba, Australia: Social Science Press.
Book chapter: In an edited book with one editor	(Solheim, 1994, p. 147)	Solheim, H. (1994). Magic in the web: Time, pigs and E. B. White. In R. Root (Ed.), <i>Critical essays on E. B. White</i> (pp. 144-157). New York, NY: G.K. Hall.
Book chapter: In an edited book	(Mandler, 1993, p. 41)	Mandler, G. (1993). Thought, memory, and learning: Effects of emotional stress. In L. Goldberger & S. Bregnitz (Eds.), <i>Handbook of stress: Theoretical and clinical aspects</i> (2nd ed., pp. 40-55). New York, NY: The Free Press.

Source	In-text example	End-text example
Book chapter/article: In an edited book, with an edition statement	(Kiernan, 1976, p. 462)	Kiernan, B. (1976). The novels of Patrick White. In G. Dutton (Ed.), <i>The literature of Australia</i> (Rev. ed., pp. 46-484). Ringwood, Australia: Penguin.
Brochure	(Edith Cowan University, n.d.)	Edith Cowan University. (n.d.). <i>The joint achievement project</i> [Brochure]. Perth, Australia: Author.
Case	In <i>Northern Sandblasting Pty Ltd v. Harris</i> (1997) 188 CLR 313 at 334 the High Court held that ...	<i>Northern Sandblasting Pty Ltd v. Harris</i> (1997) 188 CLR 313
Case	Gummow and Kirby JJ noted that ... (<i>Annetts v. Australian Stations Pty Ltd</i> (2002) 211 CLR 317 at 378).	<i>Annetts v. Australian Stations Pty Ltd</i> (2002) 211 CLR 317
CD-ROM	(Smart, 2005)	Smart, F. (2005). <i>Travelling around Australia</i> [CD]. Applecross, Australia: CD Group.
Computer software	("Computer literacy for nurses," 1985)	Computer literacy for nurses [Computer software]. (1985). Edwardsville, KS: Medi-sim.
Encyclopedia: Article/chapter	(Robinson, 1994)	Robinson, A. (1994). The principals of genetics and heredity. In <i>The new encyclopedia Britannica</i> (Vol. 19, pp. 699-740). Chicago, IL: Encyclopedia Britannica.
Email	(R. Niesten, personal communication, June 12, 2008)	<i>Personal communications are not included in the reference list.</i>
Exhibition	(Mastery, 2006)	<i>Mastery</i> [Exhibition]. (2006). Hong Kong. Glass Gallery.
Exhibition catalogue	(Gordon, 2008)	Gordon, K. (2008). <i>Systema naturae: New works by Kevin Gordon</i> [Brochure]. Perth, Australia. FORM Gallery.
Fact Sheet	(Florek, 2003)	Florek, S. (2003). <i>Megafauna extinction: Patterns of extinction</i> [Fact sheet]. Retrieved from http://www.austmus.gov.au/factsheets/megafauna.htm
Figures	Pear (2001, Figure 7.5)	Pear, J. (2001). <i>The science of learning</i> . Philadelphia, PA: Psychology Press.
Figures: Caption only	(Seckel, 2004, Mona Lisa's chair, p. 221)	Seckel, A. (2004). <i>Masters of deception: Escher, Dali and the artists of optical illusion</i> . London, England: Sterling Publishing.
Film/motion picture	(Deeley, York, & Scott, 1984)	Deeley, M., & York, B. (Producers), & Scott, R. (Director). (1984). <i>Bladerunner</i> [Motion picture]. United States: Warner Brothers.
Film/motion picture: No author	("Early mathematical experiences," 1976)	<i>Early mathematical experiences</i> [Film]. (1976). State of play series, 7. London, England: BBC.
Handout	(Jones, n.d., p. 2)	Jones, J. (n.d.). <i>Models of learning</i> [Handout]. (Available from Faculty of Education and Arts, Edith Cowan University, Joondalup Drive, Joondalup, Western Australia, 6027).
Handout: No author	(Discourse analysis, n.d., p. 5)	<i>Discourse analysis</i> [Handout]. (n.d.). (Available from Edith Cowan University, Pearson Street, Churchlands, 6018, Western Australia).
Internet journal Article with DOI	(Borman, Hanson, Oppler, Pulakos, & White, 1993)	Borman, W. C., Hanson, M. A., Oppler, S. H., Pulakos, E. D., & White, L. A. (1993). Role of early supervisory experience in supervisor performance. <i>Journal of Applied Psychology</i> , 78(3), 443-449. doi:10.1037/0021-9010.78.3.438

Source	In-text example	End-text example
Internet Article with no DOI (use the URL of the journal home page)	(Panoyan, Lee, Arar, Abboud, & Arar, 2008, p. 12).	Panoyan, L., Lee, S., Arar, R., Abboud, H., & Arar, N. (2008). The informed consent process in genetic family studies. <i>Genomics, Society and Policy</i> , 4(2), 11-20. Retrieved from http://www.gspjournal.com/
Internet Article with no DOI and no Journal URL (e.g. discontinued journal) Use the URL of the database home page e.g. ERIC)	(Langdon & Preble, 2008, p. 486)	Langdon, S. W., & Preble, W. (2008). The relationship between levels of perceived respect and bullying in 5th through 12th graders. <i>Adolescence</i> , 43(171), 485-503. Retrieved from http://www.eric.ed.gov/
Internet Article with no DOI And no journal URL (e.g. discontinued journal) Use the URL of the database home page, e.g. JSTOR	(Gregor, 1891, p. 78)	Gregor, W. (1891). The Scotch fisher child. <i>Folklore</i> , 2(1), 73-86. Retrieved from http://www.jstor.org
Internet Article in an electronic journal based on a print source	(Capper, 1998)	Capper, C. (1998). Critically oriented and postmodern perspectives: Sorting out the differences and applications for practice. <i>Educational Administration Quarterly</i> , 34(3), 345-379. Retrieved from http://eaq.sagepub.com/
Internet: e-journal article	(Fredrickson, 2000)	Fredrickson, B. L. (2000, March 7). Cultivating positive emotions to optimise health and well-being. <i>Prevention & Treatment</i> , 3, Article 0001a. Retrieved from http://journals.apa.org/prevention/volume3/pre0030001a.html
Internet: electronic mailing list	(Hammond, 2000, November 20)	Hammond, T. (2000, November 20). YAHC: Handle parameters, DOI games, etc. [Electronic mailing list message]. Retrieved from http://www.doi.org/mailarchive/reflink/msg0008.html
Internet: Blog post	(Jaquenod, 2008, December 1)	Jaquenod, G. (2008, December 1). Birdie's etsy flights. [Web log post] http://www.giselejaquenod.com.ar/blog/
Internet Blog: Post	(PZ Meyers, 2007, January 22)	PZ Meyers, (2007, January 22). The unfortunate prerequisites and consequences of partitioning your mind [Web log post]. Retrieved from http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php
Internet :Blog comment	(MiddleKid, 2007, January 22)	MiddleKid (2007, January 22). Re: The unfortunate prerequisites and consequences of partitioning your mind [Web log comment]. Retrieved from http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php
Internet: Chapter or section in an Internet document	(Benton Foundation, 1998)	Benton Foundation. (1998, July 7). Barriers to closing the gap. In <i>Losing ground bit by bit: Low-income communities in the information age</i> (Chapter 2). Retrieved from http://www.benton.org/Library/Low-Income/two.html
Internet: Daily newspaper article, electronic version available by search	(Hilts, 1999)	Hilts, P. J. (1999, February 16). In forecasting their emotions, most people flunk out. <i>New York Times</i> . Retrieved from http://www.nytimes.com
Internet: eBook	(Beerbohm, 1922)	Beerbohm, M. (1922). <i>A defence of cosmetics</i> . New York, NY: Dodd, Mead and Company. Available from http://www.archive.org/details/defenceofcosmeti00beer

<i>Source</i>	<i>In-text example</i>	<i>End-text example</i>
Internet: ebook based on a print book	(Prior & Glaser, 2006, p. 24)	Prior, V., & Glaser, D. (2006). <i>Understanding attachment and attachment disorders: Theory, evidence and practice</i> [Ebook library version]. Retrieved from http://www.eplib.com.au/
Internet: Email	(R. Niesten, personal communication, June 12, 2008) R. Niesten (personal communication, June 12, 2008)	Personal communications are not included in the reference list.
Internet: Government report available on government agency web site	(Australian Crime Commission [ACC], n.d.) Use (ACC, n.d.) in subsequent citations in the same paragraph.	Australian Crime Commission [ACC]. (n.d.). <i>Illicit Drug Data Report 2006-2007</i> . Retrieved from http://www.crimecommission.gov.au/html/pg_iddr2006-07.html
Internet: Lecture notes available online	(White, 2007)	White, K. (2007). <i>ECE1120 Lecture notes</i> . Retrieved from Edith Cowan University, School of Education and Arts web site: http://www.edu.edu.au/fjo/ecepr/units/pff1120.html
Internet: Message posted to an electronic mailing list	(Hammond, 2000)	Hammond, T. (2000, November 20). YAHC: Handle parameters, DOI games, etc. [Electronic mailing list message]. Retrieved from http://www.doi.org/mailarchive/reflink/msg0008.html
Internet: Non-periodical (subsequently made available in print)	(StatSoft Inc., n.d.)	StatSoft Inc. (n.d.). <i>Electronic statistics textbook</i> . Retrieved from http://www.statsoft.com/textbook/stathome.html
Internet: Report (electronic version)	(Mulligan & Bickmore-Brand, 1998)	Mulligan, D., & Bickmore-Brand, J. (1998). <i>Outreach, access and support programs for socio-economically disadvantaged people at Curtin: A feasibility study</i> . Retrieved from http://eesj.curtin.edu.au/local/documents/les.doc
Internet: journal article: no DOI (URL of the database)	(Langdon & Preble, 2008, p. 486)	Langdon, S. W., & Preble, W. (2008). The relationship between levels of perceived respect and bullying in 5th through 12th graders. <i>Adolescence</i> , 43(171), 485-503. Retrieved from http://www.eric.ed.gov/
Internet: Webpage	(Harris, 1997)	Harris, R. (1997). Encouraging students to use technology. Vanguard University of Southern California. Retrieved from http://www.vanguard.edu/rharris/techuse.htm
Internet: Webpage with no author	("Technical specifications (iPhone)," n.d.)	Technical specifications (iPhone). (n.d.). Retrieved from the Apple Web site: http://www.apple.com/iphone/specs.html
Internet: Website	("Arstechnica: The art of technology," 2008)	Arstechnica: The art of technology. (2008). Available from http://arstechnica.com/index.ars
Internet: Wiki	("Psychometric assessment," n.d.)	Psychometric assessment. (n.d.). In <i>The Psychology Wiki</i> . Retrieved January 28, 2007, from http://psychology.wikia.com/wiki/Psychometric_assessment
Interview	(S. Claus, personal communication, December 25, 2008)	<i>Personal communications are not included in the reference list.</i>
Leaflet	(Churchlands College Health Service, n.d.)	<i>Churchlands College Health Service</i> [Leaflet] (n.d.). (Available from Edith Cowan University, Pearson Street, Churchlands, 6018, Western Australia).
Legislation	. . . by virtue of s. 10(2) of the <i>Legal Profession Practice Act 1958</i> (Vic).	<i>Legal Profession Practice Act 1958</i> (Vic)

<i>Source</i>	<i>In-text example</i>	<i>End-text example</i>
Music: Liner notes	(Obiera, 1998)	Obiera, P. (1998). "Lyricism and exotic colour." In <i>The pearl fishers</i> (pp. 4-5) [CD liner notes]. Germany: Philips Classics.
Music: Recording	(Shocked, 1992, track 5)	Shocked, M. (1992). Over the waterfall. On <i>Arkansas traveler</i> [CD]. New York, NY: PolyGram Music.
Music: Score	(Sibelius, 2001)	Sibelius, J. (2001). <i>Concerto in D minor, op. 47</i> [Score]. New York, NY: International Music Co.
Parliamentary debate (Hansard)	Queensland Premier Bligh, responded with . . . (Queensland Parliament. Record of Proceedings, June 6, 2008, p. 2109).	Queensland Parliament. (2008). Record of Proceedings (Hansard). Retrieved from http://www.parliament.qld.gov.au/view/legislativeAssembly/hansard/documents/2008.pdf/2008_06_06_WEEKLY.pdf
Performance	(Cadevida, 2008)	Cadevida, L. (2008). Kim. In <i>Miss Saigon</i> . Perth, Australia: Burswood Theatre.
Personal communication (e.g., email, interviews)	(A. B. Smith, personal communication, December 29, 2005)	<i>Personal communications are not included in the reference list.</i>
Play	(Wedekind, 2007)	Wedekind, F. (2007). <i>Spring awakening</i> . (J. Franzen, Trans.). New York, NY: Farrar, Straus, & Giroux.
Podcast/Vodcast	(Saunders, 2007)	Saunders, A. (Producer). (2007, November 17). The architecture of diplomacy. In <i>By design</i> . [Audio podcast]. Retrieved from http://www.abc.net.au/rn/bydesign/
Poem	"Macavity" (Eliot, 1939)	Eliot, T. S. (1962). "Macavity." In T.S. Eliot, <i>Old possum's book of practical cats</i> (pp. 41-42). London, England: Faber.
Poster session	(Jones, 1993)	Jones, P. (1993, September). <i>Backyard bird watching</i> . Poster session presented at the annual meeting of the Naturalist Club, Perth, Western Australia.
Published in conference proceedings	(Jones, Oran, & Sichel, 1992)	Jones, D. A., Oran, E. S., & Sichel, M. (1992). Numerical simulation of the reignition of detonation by reflected shocks. <i>Proceedings of the Fifth Australian Supercomputing Conference</i> (pp. 15-24). Melbourne, Australia: RMIT University.
Radio: Broadcast	(Woolf, 2008)	Woolf, R. (Presenter). (2008, December 10). <i>Drive</i> [Radio broadcast]. Perth, Australia: Australian Broadcasting Commission.
Radio: Series	(Saunders, 2008)	Saunders, A. (Presenter). (2008). <i>The philosopher's zone</i> [Radio series]. Sydney, Australia: Australian Broadcasting Commission.
Radio: Episode for a series	(Genner, 2008)	Genner, G. (Reporter). (2008). Generation Y and the financial crisis [Radio series episode]. In G. Genner (Producer), <i>Background briefing</i> . Sydney, Australia: Australian Broadcasting Commission.
Report	(Dawkins, 1998)	Dawkins, J. (1998). <i>Higher education: A policy statement</i> [White Paper]. Canberra, Australia: AGPS.
Report: Government	(Dawkins, 1991)	Dawkins, J. (1991). <i>Australia's language: The Australian language and literacy policy</i> . Canberra, Australia: AGPS.
Report: Research	(Froyland & Skeffington, 1993)	Froyland, I. B., & Skeffington, M. (1993). <i>Aboriginal and Torres Strait Islander employment strategy: A five year plan for the Police Force of Western Australia</i> . Joondalup, Australia: Edith Cowan University, Centre for Police Research.
Report: Standards Technical	(Standards Australia, 2003)	Standards Australia. (2003). <i>Guide to residential pavements (AS3727-1993)</i> . Retrieved from http://www.standards.org.au/

Source	In-text example	End-text example
Statistics: Australian Bureau of Statistics (Online)	(Australian Bureau of Statistics, 2009)	Australian Bureau of Statistics. (2009). <i>Australian national accounts: National income, expenditure and product</i> (Cat. No. 5206.0). Retrieved from http://www.abs.gov.au
Review	(Carmody, 1982)	Carmody, T. P. (1982). A new look at medicine from the social perspective [Review of the book <i>Social contexts of health, illness, and patient care</i> , by E. G. Mishler, L. R. Amarasingham, S. T. Hauser; R. Liem, S. D. Osherson, & N. E. Waxler]. <i>Contemporary Psychology</i> , 27, 208-209.
Television: Broadcast	(Crystal, 1993)	Crystal, L. (Executive Producer). (1993, October 11). <i>The MacNeil/Lehrer news hour</i> [Television broadcast]. New York, NY: Public Broadcasting Service.
Television: Series	(Miller, 1991)	Miller, R. (Producer). (1989). <i>The mind</i> [Television series]. New York: WNET.
Television: Episode for a series	(Hall & Bender, 1991)	Hall, B. (Writer), & Bender, J. (Director). (1991). The rules of the game [Television series episode]. In J. Sander (Producer), <i>I'll fly away</i> . New York, NY: New York Broadcasting Company.
Thesis: ADT	<i>In-text citation</i> (Li, 2009, p. 24)	<i>End-text reference (from ADT database)</i> Li, Q. (2009). The role of occupation in an integrated boycott model: A cross-regional study in China (Doctoral dissertation). Retrieved from http://adt.caul.edu.au/ <i>End-text reference (from ECU Library catalogue)</i> Li, Q. (2009). The role of occupation in an integrated boycott model: A cross-regional study in China (Doctoral dissertation). Retrieved from http://library.ecu.edu.au/
Thesis: Published: Master's e. g. ProQuest Dissertations and Theses	(Aitken, 2001)	Aitken, J. P. (2001). Bioenergetics of the Australian giant cuttlefish (<i>Sepia apama</i>) (Master's thesis). Retrieved from <i>ProQuest Dissertations & Theses</i> (AAT MQ66476).
Thesis: Unpublished	(Lock, 1993, p. 38)	Lock, G. (1993). <i>The prevalence and sources of perceived occupational stress among teachers in Western Australian Government metropolitan primary schools</i> . (Unpublished doctoral dissertation). Edith Cowan University, Mount Lawley, Western Australia.
Unpublished paper/manuscript	(Parker, 1978)	Parker, R. S. (1978). <i>Style notes for typescripts in the social sciences</i> . Unpublished manuscript, Australian National University, Canberra.
Unpublished presentation	(Jongeling, 1988)	Jongeling, S. B. (1988, September). <i>Student teachers' preference for cooperative small group teaching</i> . Paper presented at the 3rd Annual Research Forum of the Western Australian Institute for Educational Research, Murdoch University, Murdoch, Western Australia.
Video recording	(Williams & Bell, 1998)	Williams, S. (Producer), & Bell, A. J. W. (Director). (1998). <i>Lost for words</i> [Video]. UK: Yorkshire Television.
Video recording: No author	("Decisions, decisions," 1976)	<i>Decisions, decisions: How to reach them, how to make them happen</i> [Video]. (1976). London, England: Video Arts.

Appendix 4: Common abbreviations & non-routine notations used in referencing

Abbreviation	Meaning
(Chapter 4)	Chapter four
(Ed.)	Editor
(Eds.)	Editors
(2nd ed.)	Second edition
(Rev. ed.)	Revised edition
Trans.	Translator(s)
Vol.	Volume
No.	Number
Pt.	Part
(n.d.)	no date
(p. 3)	page three
(pp. 3-5)	pages three to five
et al.	and others
para.	paragraph

Non-routine notations (APA 6th, p. 186)

[Letter to the editor]
 [Special issue]
 [Abstract]
 [Audio podcast]
 [Data file]
 [Brochure]
 [Lecture notes]
 [Video webcast]
 [Supplemental material]
 [Web log post]
 [Web log comment]

Appendix 5: Referencing checklists

When doing in-text citations or end-text references check you have completed the following:

In-text citation checklist

- Direct quotes embedded in your sentence maintain grammatical sense.
- Author's family name is provided, or the name of the corporate author.
- The year of publication is provided.
- Page numbers are provided, where appropriate.
- Parentheses () brackets are used.
- Spaces are maintained between commas and stops in reference.
- p. or pp. are inserted for page or pages.
- If several entries are by the same author in one paragraph, then the year of publication is only included once.
- Same point size and font is used for reference entries (not bold, not italics).

End-text reference checklist

- Reference list is created on a separate page.
- Heading at the top of the page is 'Reference list'.
- Entries match in-text entries.
- All publication details are included: author's family name, initial(s), year of publication, place of publication (state or country where applicable), book title, journal title, volume, issue etc.
- Page numbers are included where required (e.g., journal articles).
- Entries are in alphabetical order.
- Entries are in single line spacing; only double space between references.
- Entries have hanging indent for any lines other than the first.
- Entries are left aligned.
- Titles of books and journal articles are all in lowercase except capital letters for the initial letter of the first word of title and/or subtitle, and for proper nouns.
- All proper nouns are capitalised.
- Titles of journals are all capitalised and italicised.
- All foreign names are spelled correctly.
- Same point size and font is used for reference entries (not bold, not italics except for book titles and journal titles).

Appendix 6: Sample reference list

This is an alphabetical list of **all** the references you have used in this assignment.

References

- Cellini, J. [n.d.]. David Fincher: "The curious case of Benjamin Button". Retrieved from the Apple Web site: <http://www.apple.com/finalcutstudio/action/button/?sr=hotnews>
- Deeley, M., & York, B. (Producers), & Scott, R. (Director). (1984). *Bladerunner* [Motion picture]. United States: Warner Brothers.
- Jones, T. T. (1975a). *Australian poetry*. Sydney, Australia: Angus & Robertson.
- Jones, T. T. (1975b). *New Zealand poetry*. Sydney, Australia: Angus & Robertson.
- Lincoln, Y. S., & Guba, E. G. (1985). *Naturalistic inquiry*. Newbury Park, CA: Sage
- Lock, G., & Jongeling, S. (1994). Maximising return rates in school based research. *Issues in Educational Research*, 4(2), 109-115.
- Standards Australia. (1993). *Guide to residential pavements (AS3727-1993)*. Retrieved from <http://www.standards.org.au/>
- Williams, S. (Producer), & Bell, A. J. W. (Director). (1998). *Lost for words* [Video]. UK: Yorkshire Television.

Each entry is in alphabetical order according to the last name of the writer or editor.

Each entry begins flush with the left hand margin. Use a hanging indent for subsequent lines.

Acknowledgements

This referencing guide has been the product of the efforts of a large number of people including: Maria Woodhouse, Maureen Couacaud, Agnes Noronha, Boyd Spradbury, Gordon McIntyre and Sarah Lavelle. Acknowledgements should also be made to those who contributed to the previous versions of this guide: Silvia Torezani, Karen Gaffney and Richard Stals Clare Alderson, Bethany Andersson, Trevor Bennett, Ann Beveridge, Adele Blanckensee, Marianne Cronin, Marguerite Cullity, Erica Daymond, Margaret Doust, Rhonda Draper, Christine Forlin, Trish Formentin, Kaye Haddrill, Sybe Jongeling, Sophie Kennedy, Philip Marsh, Jim Millar, Ian Morris, Romana Pospisil, Carole Reid, Robyn Robertson, Gail Spanier, Jackie Willis.

References

- American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.
- American Psychological Association . (2007). *APA style guide to electronic references*. Washington, DC: Author.
- Harvard Law Review Association. (2007) *The bluebook: A uniform system of citation* (17th ed.). Cambridge, MA: Author.
- Melbourne University Law Review Association. (2002). *Australian guide to legal citation*.(2nd ed.). Melbourne, Australia: Author.
- Style manual for authors, editors and printers* (6th ed.). (2002). Milton, Australia: John Wiley & Son.

Centre for Learning and Development

Edith Cowan University
Perth, Western Australia

Email cld@ecu.edu.au

CRICOS IPC 00279B Information contained in this report was correct at the time of printing and may be subject to change.

key2design_32191_03/11

