



APA Referencing Guide

Compiled by USQ Library

Disclaimer:

This guide is accurate at the time of publication (April 2018). For a comprehensive and current version of the APA Referencing style check the USQ Online APA guide at

<http://www.usq.edu.au/library/referencing/apa-referencing-guide>



Contents

APA Referencing Style.....	3
List of References.....	3
How to cite references within the text of an assignment.....	3
1. Reference List and In-Text Citations Examples.....	5
1.1 Books (print and online).....	5
1.2 Journal and newspaper articles.....	11
1.3 Web documents and sites.....	18
1.4 Other electronic media.....	19
1.5 Audiovisual examples.....	27
1.6 Legislation and legal authorities.....	31
1.7 Unpublished works.....	32
1.8 Proceedings and technical reports.....	34
1.9 USQ course materials.....	37
2 Further Information on In-Text Citations.....	40
2.1 Paraphrasing.....	40
2.2 Quotes.....	43
2.3 Images from other sources.....	44
2.4 Images with a Creative Commons Licence.....	45
2.5 Publication dates.....	45
3 Additional help.....	46
3.1 More information and additional guides.....	46
3.2 Need additional help applying these guides?.....	46



APA Referencing Style

Academic conventions and copyright law require that you acknowledge when you use the ideas of others. In most cases, this means stating which book or journal article is the source of an idea or quotation. This guide draws from the:

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

University policy mandates the use of the APA Style defined by this referencing guide.

List of References

- The reference list includes only the sources you have used in any submission. APA Style requires reference lists, not bibliographies.
- The reference list begins a new page with the centred heading - References
- Double-space all reference entries.*
- Reference list entries should be indented half an inch (five to seven spaces) on the second and subsequent lines of the reference list for every entry - a hanging indent is the preferred style. (i.e. entries should begin flush left, and the second and subsequent lines should be indented).
- Arrange entries in alphabetical order by the surname of the first author as the letters appear (e.g. M, Mac, MacD, Mc).
- If the list contains more than one item published by the same author(s) in the same year, add lower case letters immediately after the year to distinguish them (e.g. 1983a).
- If there is no author, the title moves to the author position (filed under the first significant word of the title). If the title in this instance begins with numerals, spell them out.
- U.S. states and territories are abbreviated in the location section of the publication information. For U.S. states, use the official two-letter postal service abbreviation (e.g. New York, NY: McGraw-Hill). For locations outside the U.S., spell out the city and country names (Brisbane, Australia; Canberra, Australia; London, England).

How to cite references within the text of an assignment

In general USQ formatting requires work to be double-spaced including the headings, footnotes, quotations, references and figure captions. Triple- or quadruple- spacing may be applied in special circumstances such as before and after displayed items. Single- or one-and-a-half line spacing is never used except inside tables or figures or as directed.

Use the author-date method of citation for quotations (exact words of another author) and paraphrasing (summarising the words and ideas of one or more authors).



Note: Page numbers are not included in any in-text citations for paraphrased material in this APA referencing guide. **Please consult your lecturer and/or your course outline to determine whether you are required to include (or omit) page numbers for paraphrased material.**

For additional information on In-Text Citations see Section 2.

***To assist with printing, reference examples shown in this guide are single spaced.**

1. Reference List and In-Text Citations Examples

1.1 Books (print and online)

Type	In-text citation	Reference list
<p>Single author</p>	<p>Note: For one author, cite the author name and the year of publication every time the reference occurs.</p> <p>Components: (Author Surname, Year)</p> <p>Examples: The environmental aspects of... (Calder, 2009) Calder (2009) states that ...</p>	<p>Components: Author Surname, Author Initial. (Year). <i>Title</i> (Edition). Place of Publication: Publisher.</p> <p>Example: Calder, A. (2009). <i>Compliance for green IT: A pocket guide</i>. Ely, England: IT Governance.</p>
<p>Two authors</p>	<p>Note: For two authors, cite both author names and the year of publication every time the reference occurs.</p> <p>Components: (Author Surnames, Year)</p> <p>Examples: The research challenges...(Bernstein & Tiegerman, 1989) Bernstein and Tiegerman (1989) have illustrated...</p>	<p>Components: Author A Surname, Author A Initial., & Author B Surname, Author B Initial. (Year). <i>Title</i> (Edition). Place of Publication: Publisher.</p> <p>Example: Bernstein, D. K., & Tiegerman, E. (1989). <i>Language and communication disorders in children</i> (2nd ed.). Columbus, OH: Merrill.</p>

Type	In-text citation	Reference list
<p>Three to five authors</p>	<p>Note: For three, four or five authors, cite all authors the first time the reference occurs. In subsequent citations, provide only first author followed by et al. and year of publication. “et al.” is an abbreviation for et alii which means <i>and others</i>.</p> <p>Components:</p> <p>(Author Surnames, Year) (first citation)</p> <p>(First Author Surname et al., Year) (subsequent citation)</p> <p>Examples:</p> <p>(Curwen, Palmer, & Ruddell, 2000) (first citation)</p> <p>(Curwen et al., 2000) (subsequent citations)</p>	<p>Components:</p> <p>Author A Surname, Author A Initial., Author B Surname, Author B Initial., Author C Surname, Author C Initial., Author D Surname, Author D Initial., & Author E Surname, Author E Initial. (Year). <i>Title</i> (Edition). Place of Publication: Publisher.</p> <p>Example:</p> <p>Curwen, B., Palmer, S., & Ruddell, P. (2000). <i>Brief cognitive behaviour therapy</i> (Brief Therapies Series). London, England: Sage.</p>

Type	In-text citation	Reference list
<p>Six or more authors</p>	<p>Note: For six or more authors, cite first author followed by et al. and year of publication.</p> <p>Components (six or more authors): (First Author Surname et al., Year)</p> <p>Examples: (Midgley et al., 2000) Midgley et al. (2000) states that ...</p>	<p>Note: List all author names for up to and including seven authors. For books with more than seven authors, give the first six author names, followed by an ellipsis (...) and then the last author.</p> <p>Components (more than seven authors): Author A Surname, Author A Initial., Author B Surname, Author B Initial., Author C Surname, Author C Initial., Author D Surname, Author D Initial., Author E Surname, Author E Initial., Author F Surname, Author F Initial., ...Author (Last) Surname, Author (Last) Initial. (Year). <i>Title</i> (Edition). Place of Publication: Publisher.</p> <p>Example: Midgley, C., Maehr, M. L., Hruda, L., Anderman, E. M., Freeman, K. E., Gheen, M., ... Urdan, T., (2000). <i>Manual for the patterns of adaptive learning scales (PALS)</i>. Ann Arbor: University of Michigan.</p>
<p>Edited books</p>	<p>Components: (Editor Surname, Year)</p> <p>Examples: (Roy, 2008) Roy (2008) states that ...</p>	<p>Components: Editor Surname, Editor Initial. (Ed.). (Year). <i>Title of work</i>, Place of Publication: Publisher.</p> <p>Example: Grubb, M., & Neuhoff, K. (Eds.). (2006). <i>Emissions trading & competitiveness: Allocations, incentives and industrial competitiveness under the EU emissions trading scheme</i>. London, England: Earthscan. Roy, M. J. (Ed.). (2006). <i>Novel approaches to the diagnosis and treatment of posttraumatic stress disorder</i> (NATO Security Through Science Series). Amsterdam, The Netherlands: IOS.</p>

Type	In-text citation	Reference list
<p>Online books</p> <p>Notes:</p> <p>A Digital Object Identifier (DOI) is a unique name assigned by the International DOI Foundation that provides a persistent link to its location on the Internet. When a DOI is available, no further retrieval information is needed to locate the content.</p> <p>A Uniform Resource Locator (URL) is a website address</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Examples:</p> <p>(Leaver, 2005)</p> <p>Leaver (2005) states that ...</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). <i>Title</i> (Edition). doi:DOI Number</p> <p>Author Surname, Author Initial. (Year). <i>Title</i> (Edition). 'Retrieved from URL'</p> <p>Example:</p> <p>When a DOI is available, use the DOI:</p> <p>Leaver, B. L., Ehrman, M., & Shekhtman, B. (2005). <i>Achieving success in second language acquisition</i>. doi:10.1017/CBO9780511610431</p> <p>When a DOI is not available, use the URL:</p> <p>Burton, R. (1832). <i>The anatomy of melancholy</i>. Retrieved from http://etext.library.adelaide.edu.au/b/burton/robert/melancholy/</p> <p>Database information may be given for books (monographs) of limited circulation (e.g. from the University's database subscriptions):</p> <p>Nazareth, L. (2007). <i>The leisure economy: How changing demographics, economics, and generational attitudes will reshape our lives and our industries</i> [Monograph]. Retrieved from Books24x7 database.</p>
<p>Online books</p> <p>(Continued)</p>		<p>Use "Available from" when the URL leads to information on how to obtain the cited material (rather than to the material itself):</p> <p>Tyler, G. W. (n.d.). <i>Evolution in the systems age</i>. Available from http://www.onlineoriginals.com/showitem.asp?itemID=46&page=2</p> <p>Books downloaded to mobile devices (without a DOI):</p> <p>Ware, C. (2010). <i>Cottage by the sea</i> [Kindle version]. Naperville, IL: Sourcebooks Landmark.</p>

Type	In-text citation	Reference list
<p>Articles or chapters in edited books or encyclopaedias</p> <p>Notes: Individual chapters may have their own DOI.</p>	<p>Components: (Chapter Author Surname, Year)</p> <p>Example: Termination is considered to be... (Dadds, James, Barrett, & Verhulst, 2004)</p> <p>Jacobs and Hall (2002), consider the task...</p>	<p>Components: Chapter Author Surname, Author Initial. (Year). Title of chapter or entry. In Author/Editor Initial. Author/Editor Surname, (Role abbrev.), <i>Title of book</i> (pp. Page Range of Chapter). Place of Publication: Publisher.</p> <p>Example: Dadds, M. R., James, R. C., Barrett, P. M., & Verhulst, F. C. (2004). Diagnostic issues. In T. H. Ollendick & J. S. March (Eds.), <i>Phobic and anxiety disorders in children and adolescents: A clinician's guide to effective psychosocial and pharmacological interventions</i> (Part 1, pp. 3-33). Retrieved from ebrary database.</p> <p>Jacobs, G. M., & Hall, S. (2002). Implementing cooperative learning. In J. C. Richards & W. A. Renandya (Eds.), <i>Methodology in language teaching: An anthology of current practice</i> (pp. 52-58). doi:10.1017/CBO9780511667190.009</p>
<p>No authors or editors</p> <p>Notes: If a work is signed "Anonymous", begin entry with the word Anonymous as if it were a true author name. If no authors or editors, move the title to that position In text, use a few words of the title (in italics), or the whole title if it is short</p>	<p>Components: (<i>Title (shortened)</i>, Year)</p> <p>Example: ... as was argued (Anonymous, 1996)</p> <p>These effects can be seen in... (<i>Psychological effects</i>, 1999)</p> <p><i>Psychological effects</i> (1999) illustrated that...</p>	<p>Components: Anonymous. (Year). <i>Title</i>. Place of Publication: Publisher. <i>Title</i>. (Year). Place of Publication: Publisher.</p> <p>Example: Anonymous. (1996). <i>Primary colors: A novel of politics</i>. New York, NY: Random House. <i>Psychological effects of cocaine and crack addiction: A survey of the psychological side of so-called "designer drugs"</i>. (1999). Philadelphia, PA: Chelsea House.</p>
<p>Author as publisher</p>	<p>Components: (Author Surname/Organisation Name, Year)</p> <p>Example: (American Psychiatric Association, 2001)</p>	<p>Components: Author Surname, Author Initial./Organisation Name. (Year). <i>Title</i> (Edition). Place of Publication: Author.</p> <p>Example: American Psychiatric Association. (2001). <i>Diagnostic and statistical manual of mental disorders</i> (5th ed.). Washington, DC: Author.</p>

Type	In-text citation	Reference list
<p>Group authors</p> <p>Notes:</p> <p>Full official names of group authors such as associations or government agencies should be used. Parent bodies precede subdivisions.</p> <p>File by the first significant word.</p>	<p>Components:</p> <p>(Author Surnames, Year)</p> <p>Example:</p> <p>These statistics are... (Australian Bureau of Statistics, 2006)</p> <p>Church laws would show... (Church of England, 1877)</p> <p>Nicotine has been shown... (United States, Public Health Service, 1988)</p>	<p>Components:</p> <p>Author Name. Subdivision Name. (Year). <i>Title</i> (series title if applicable). Place of Publication: Publisher.</p> <p>Author Name. Subdivision Name. (Year). <i>Title</i> (series title if applicable). Retrieved from URL.</p> <p>Example:</p> <p>Australian Bureau of Statistics. (2006). <i>Measures of Australia's progress</i> (Catalogue No. 1370.0). Canberra, Australia: Author.</p> <p>Church of England. Archdeaconry of Maidstone. (1877). <i>The Church in its divine constitution and office, and in its relations with the civil power: A charge delivered to the clergy of the Archdeaconry of Maidstone at the ordinary visitation in May 1877; with notes</i> (Talbot Collection of British Pamphlets). Retrieved from http://www.archive.org/details/churchinitsdivin00chur</p> <p>United States. Public Health Service. Office of the Surgeon General. (1988). <i>The health consequences of smoking: Nicotine addiction; a report of the Surgeon General</i> (DHHS Publication No. (CDC) 88-8406). Rockville, MD: Office of Smoking and Health.</p> <p>World Bank. (2008). <i>Textbooks and school library provision in secondary education in Sub-Saharan Africa</i> (World Bank Working Paper No. 126. Africa Human Development Series). Retrieved from EBL database.</p> <p>Note: series titles have been included where applicable in the above examples.</p>
<p>Acknowledging editors, compilers, revisers, translators, or illustrators</p> <p>Notes:</p> <p>If the author's role remains of primary importance, editors, compilers, revisers, translators, or illustrators can also be acknowledged.</p> <p>Use abbreviations such as Ed., Eds., Comp., Comps., Rev., Revs., Trans., Illus.</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>Research in the field of environmental psychology... (Levy-Leboyer, 1982)</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). <i>Title</i> (Edition) (Editor Initial. Editor Surname, Editor Role.). Place of Publication: Publisher.</p> <p>Example:</p> <p>Levy-Leboyer, C. (1982). <i>Psychology and environment</i> (D. Cantor & I. Griffiths, Trans.). Beverley Hills, CA: Sage. (Original work published 1979).</p> <p>Note: The Publication Manual does not include examples for illustrators but the following format would be consistent:</p> <p>Reesink, M. (1980). <i>The princess who always ran away</i> (F. Tresy, Illus.). Oxford, England: Oxford University Press.</p>

1.2 Journal and newspaper articles

The issue number of the journal is included if the journal is paginated by issue rather than if there is continuous pagination throughout the entire volume.

Type	In-text citation	Reference list
<p>Journal articles with a DOI</p> <p>Notes:</p> <p>When a DOI is available, no further retrieval information is needed to locate the content.</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>A study states that... (Radford 2001)</p> <p>In 2001, Radford's study found that...</p> <p>Rindermann and Ceci (2009) suggest that outcomes are...</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). Article title. <i>Journal Title</i>, Volume Number(Issue Number), Page Range. doi:DOI Number</p> <p>Examples:</p> <p>Radford, M. (2001). Aesthetic and religious awareness among pupils: Similarities and differences. <i>British Journal of Music Education</i>, 18, 151-159. doi:10.1017/s0265051701000249</p> <p>Rindermann, H., & Ceci, S. J. (2009). Educational policy and country outcomes in international cognitive competence studies. <i>Perspectives on Psychological Science</i>, 4, 551-568. doi:10.1111/j.1745-6924.2009.01165.x</p>

Type	In-text citation	Reference list
<p>Online journal articles without a DOI</p> <p>Notes:</p> <p>If no DOI is assigned, give the URL of the journal home page if the article is available there.</p> <p>Even if you obtain your article from an online database or another source, try to locate the URL of the journal's home page that provides access to the article.</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>When dealing with power... (Russell-Bowie, 2010)</p> <p>An intervention study (Powell, 1990) showed that...</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). Article title. <i>Journal Title</i>, Volume Number(Issue Number), Page Range. Retrieved from URL.</p> <p>Examples:</p> <p>Russell-Bowie, D. (2010). Cross-national comparisons of background and confidence in visual arts and music education of pre-service primary teachers. <i>Australian Journal of Teacher Education</i>, 35(4), 65-78. Retrieved from http://ajte.education.ecu.edu.au/</p> <p>If the article was obtained from one of the University's limited circulation database subscriptions, use the URL for the journal's entry/search page within the database (or the database's overall search page if that is not available):</p> <p>Powell, D. E. (1990). Home-based intervention of preschoolers with emotional disturbances and autism. <i>Preventing School Failure</i>, 34(4), 41-45. Retrieved from http://web.ebscohost.com.ezproxy.usq.edu.au/ehost/detail?hid=22&sid=49a21459-73a6-%3d%3d#db=a9h&jid=PSF</p> <p>Online newspaper articles. Give the URL of the home page:</p> <p>McMahon, S. (2010, July 19). Fund new Victorian era. <i>Herald Sun</i>. Retrieved from http://www.heraldsun.com.au/</p> <p>Note: Newspaper articles from a database (if the article is not available from the newspaper's home/search page):</p> <p>Susskind, A. (1986, September 2). Academic blast for English class texts. <i>Sydney Morning Herald</i>, 1. Retrieved from http://global.factiva.com/sb/default.aspx? nep=hp</p> <p>Newsletter articles:</p> <p>Six sites meet for comprehensive anti-gang initiative conference. (2006, November/December). <i>OJJDP News @ a Glance</i>. Retrieved from http://www.ncjrs.gov/html/ojdp/news_at_glance/216684/topstory.html</p>

Type	In-text citation	Reference list
<p>Print articles without a DOI</p> <p>For articles with no identified author, in text use a short title in double quotation marks (or the full title if it is short) for the parenthetical citation: ("New Drug", 1993, July 15).</p>	<p>Components: (Author Surname, Year)</p> <p>Example: Coltheart and Prior (2006) discussed Aboriginal identity as... The frogs are... (Beemster, 2008)</p>	<p>Components: Author Surname, Author Initial. (Year). Article Title. <i>Journal Title</i>, Volume Number(Issue Number), Page Range.</p> <p>Examples: Coltheart, M., & Prior, M. (2006). Learning to read in Australia. <i>Australian Journal of Learning Disabilities</i>, 11, 157-164.</p> <p>If a magazine or newsletter does not use volume numbers, include the month, season or other designation with the year: Beemster, M. (2008, December). Saving the Southern Bell Frog. <i>Australian Landcare</i>, 27-29.</p> <p>For daily or weekly newspapers, include the day and precede the page numbers with p. or pp: Murray, E. (2001, May 9). Refugee crisis! [Letter to the editor]. <i>Weekend Australian</i>, p. A13. New drug appears to sharply cut risk of death from heart failure. (1993, July 15). <i>The Washington Post</i>, pp. A12, A14, A16-A17.</p>
<p>Single author</p>	<p>Note: For one author, cite the author name and the year of publication every time the reference occurs.</p> <p>Components: (Author Surname, Year)</p> <p>Example: Wolkowicz (2017) describes strategies ... Strategies were described.... (Wolkowicz, 2017).</p>	<p>Components: Author Surname, Author Initial. (Year). Article title. <i>Journal Title</i>, Volume Number(Issue Number), Page Range. DOI / Retrieved from URL.</p> <p>Example: Wolkowicz, T. (2017). Concept-based arts integration: Lessons learned from an application in music and biology. <i>Music Educators Journal</i>, 103(4), 40-47. doi:10.1177/0027432117697004</p>

Type	In-text citation	Reference list
Two authors	<p>Note: For two authors, cite both author names and the year of publication every time the reference occurs.</p> <p>Components: (Author Surnames, Year)</p> <p>Example: The results of the study supported... (Keshwani & Adams, 2017)</p>	<p>Components: Author A Surname, Author A Initial., & Author B Surname, Author B Initial. (Year). Article title. <i>Journal Title</i>, <i>Volume Number</i>(Issue Number.), Page Range. DOI / Retrieved from URL</p> <p>Example: Keshwani, J., & Adams, K. (2017). Cross-disciplinary service-learning to enhance engineering identity and improve communication skills. <i>International Journal for Service Learning in Engineering</i>, 12(1), 41-61. Retrieved from https://ojs.library.queensu.ca/index.php/ijlse</p>
Three to five authors	<p>Notes: For three, four or five authors, cite all authors the first time the reference occurs. In subsequent citations, provide only first author followed by et al. and year of publication. "et al." is an abbreviation for et alii which means <i>and others</i>.</p> <p>Components: (Author Surnames, Year) (first citation) (First Author Surname et al., Year) (subsequent citation)</p> <p>Examples: Student learning experiences in rural and remote communities... (Thackrah, Hall, Fitzgerald, & Thompson, 2017) (first citation) Student learning experiences were described as... (Thackrah et al., 2017) (subsequent citation)</p>	<p>Components: Author A Surname, Author A Initial., Author B Surname, Author B Initial., Author C Surname, Author C Initial., Author D Surname, Author D Initial., & Author E Surname, Author E Initial. (Year). Article title. <i>Journal Title</i>, <i>Volume Number</i>(Issue Number), Page Range. DOI / Retrieved from URL</p> <p>Example: Thackrah, R.D., Hall, M., Fitzgerald, K., & Thompson, S.C. (2017). Up close and real: Living and learning in a remote community builds students' cultural capabilities and understanding of health disparities. <i>International Journal for Equity in Health</i>, 16, 1-10. doi:10.1186/s12939-017-0615-x</p>

Type	In-text citation	Reference list
<p>Six or more authors</p>	<p>Note: For six or more authors, cite first author followed by et al. and year of publication.</p> <p>Components: (First Author Surname et al, Year)</p> <p>Example: A study (Dyer et al., 2010) discussed unconscious identity as... Dyer et al. (2010) questions previous research...</p> <p>Example: Vaillancourt et al. (2010) discussed Aboriginal identity as... Strategies aimed at the prevention of bullying in schools... (Vaillancourt et al., 2010)</p>	<p>Note: : List all author names for up to and including seven authors. For more than seven authors, give the first six author names, followed by an ellipsis (...) and then the last author.</p> <p>Components (for articles up to and including seven authors): Author A Surname, Author A Initial., Author B Surname, Author B Initial., Author C Surname, Author C Initial., Author D Surname, Author D Initial., Author E Surname, Author E Initial., Author F Surname, Author F Initial., & Author (Last) Surname, Author (Last) Initial. (Year). Article title. <i>Journal Title</i>, <i>Volume Number</i>(Issue Number), Page Range. DOI / Retrieved from URL</p> <p>Example: Dyer, B., Pizzorno, C. C., Qu, K., Valach, L., Marshall, S. K., & Young, R. A. (2010). Unconscious processes in a career counselling case: An action-theoretical perspective. <i>British Journal of Guidance & Counselling</i>, 38, 343-362. doi:10.1080/15388220.2010.483182</p> <p>Components (for articles with more than seven authors): Author A Surname, Author A Initial., Author B Surname, Author B Initial., Author C Surname, Author C Initial., Author D Surname, Author D Initial., Author E Surname, Author E Initial., Author F Surname, Author F Initial., ...Author (Last) Surname, Author (Last) Initial. (Year). Article title. <i>Journal Title</i>, <i>Volume Number</i>(Issue Number), Page Range. DOI / Retrieved from URL</p> <p>Example: Vaillancourt, T., Trinh, V., McDougall, P., Duku, E., Cunningham, L., Cunningham, C., ... Short, K. (2010). Optimizing population screening of bullying in school-aged children. <i>Journal of School Violence</i>, 9, 233-250. doi:10.1080/03069885.1010.482395</p>

Type	In-text citation	Reference list
<p>No authors</p> <p>Notes:</p> <p>If there is no author, move the article title to author position.</p> <p>If a work is signed "Anonymous", begin Reference entry with Anonymous as if it were a true name.</p>	<p>Components:</p> <p>("Title", Year)</p> <p>Example:</p> <p>"In brief" (2010) discussed this issue...</p> <p>This issue was covered in a way... ("In brief", 2010).</p>	<p>Components:</p> <p>Article Title. (Year). <i>Journal Title</i>, <i>Volume Number</i>(Issue Number), Page Range. DOI / Retrieved from URL</p> <p>Examples:</p> <p>In brief. (2010). <i>Harvard Heart Letter</i>, 20(12), 7. Retrieved from http://web.ebscohost.com.ezproxy.usq.edu.au/ehost/detail?hid=22&sid=6544e16c-21a3-4092-87ad-ac80b1cda933%40sessionmgr11&vid=1&bdata=JnNpdGU9ZWZWhvc3QtbGl2ZQ%3d%3d#db=a9h&jid=HHR</p>
<p>Group authors</p> <p>Notes:</p> <p>Full official names of group authors such as associations or government agencies should be used.</p> <p>Parent bodies precede subdivisions.</p> <p>File by the first significant word.</p>	<p>Components:</p> <p>(Author Name, Year)</p> <p>Example:</p> <p>The study found that... (British Medical Association, 2007)</p> <p>A 1998 study (University of Queensland, Department of Social Work) found that...</p>	<p>Components:</p> <p>Author Name. Subdivision Name. (Year). Article title, <i>Journal Title</i>, <i>Volume Number</i>(Issue Number), Page Range. DOI / Retrieved from URL</p> <p>Examples:</p> <p>British Medical Association. (2007). British Medical Association expert witness guidance. <i>Clinical Risk</i>, 13, 143-146. doi:10.1258/13562620778125112</p> <p>University of Queensland. Department of Social Work. (1998). Aboriginal and Torres Strait Islander health: Current policy issues. <i>Australian Journal of Indigenous Education</i>, 26(1), 18-24.</p>

Type	In-text citation	Reference list
<p>Reviews, peer commentary, and abstracts</p> <p>Notes:</p> <p>Identify the type of medium being reviewed in [square] brackets (including author names) as required.</p> <p>If the details of the item being reviewed are clear from the title of the review, no additional explanatory material in brackets is needed.</p> <p>If the review is untitled, use the bracketed information as the title.</p> <p>If the author and source author are the same person do not repeat source author information (see Morris example)</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>Boyd (2010) reviewed Carey's...</p> <p>The test was... (Brooks, Sherman, & Strauss, 2010)</p> <p>Giroux was viewed as... (Morris, 2008)</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). Title [Review of type of source <i>Source Title</i>, by Source Author Name]. <i>Journal Title</i>, <i>Volume Number</i>(Issue Number), page range. DOI / Retrieved from URL.</p> <p>Examples:</p> <p>Boyd, W. (2010). Man as an island [Review of the book <i>William Golding</i>, by John Carey]. Retrieved from http://www.nytimes.com/</p> <p>Brooks, B. L., Sherman, M. S., & Strauss, E. (2010). Test review: NEPSY-II: A developmental neuropsychological assessment, second edition [Review of the test <i>NEPSY-II</i>, by M. Korkman, U. Kirk & S. Kemp]. <i>Child Neuropsychology</i>, <i>16</i>, 80-101. doi:10.1080/09297040903146966</p> <p>Review without a source:</p> <p>Morris, S. (2008). Henry Giroux - urgently necessary and necessarily urgent: An essay review [Review of the book <i>Against the terror of neoliberalism: Politics beyond the age of greed</i>]. <i>Education Review</i>, <i>11</i>(3). Retrieved from http://edrev.info/index.html</p> <p>Abstract as an original source:</p> <p>Lim, J. M. (2010). Commenting on research results in applied linguistics and education: A comparative genre-based investigation. <i>Journal of English for Academic Purposes</i>, <i>9</i>, 280. Abstract retrieved from http://www.elsevier.com/wps/find/journaldescription.cws_home/622440/description#description</p> <p>Pedder, D., & Opfer, V. D. (2010). Planning and organisation of teachers' continuous professional development in schools in England [Abstract]. <i>Curriculum Journal</i>, <i>21</i>, 433. doi:10.1080/09585176.2010.529652</p>

1.3 Web documents and sites

The goals of a citation to online material are to credit the author and to enable the reader to find the material.

When citing Internet sources, observe the following guidelines:

- Follow previous sections for format of author, date, and title elements.
- The date element should indicate the year of publication or, if the source undergoes regular revision, the most recent update.
- Direct readers as closely as possible to the information being cited; whenever possible, reference specific documents rather than home or menu pages.
- Include retrieval dates where the source material is likely to change over time.
- Provide addresses that work where possible.

When citing entire websites, it is sufficient to give the address of the site in the text only (e.g. Comprehensive information about the University can be found at <http://www.usq.edu.au>, or, the University of Southern Queensland website (<http://www.usq.edu.au>) gives comprehensive information).

Type	In-text citation	Reference list
<p>Author and date known</p> <p>Notes:</p> <p>Include a retrieval date if the source material is likely to change over time</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>It has been shown that... (Australian Institute of Health and Welfare, 2011).</p> <p>Allen (2004) illustrates this...</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). <i>Title</i>. Retrieved Month Day, Year, from URL.</p> <p>Example:</p> <p>Allen, D. (2004). <i>Dealing with your meeting notes</i>. Retrieved from http://www.effectivemeetings.com/meetingbasics/notes.asp</p> <p>American Psychological Association. (2008). <i>HIV Office on Psychology Education (HOPE)</i>. Retrieved June 24, 2008, from http://www.apa.org/pi/aids/hope.html</p> <p>Australian Institute of Health and Welfare. (2011). <i>Australia's health 2004</i>. Retrieved October 10, 2015, from http://www.aihw.gov.au/publications/index.cfm/title/10014</p>

Type	In-text citation	Reference list
<p>No author given</p> <p>Notes:</p> <p>In-text should put the title in quotation marks "".</p> <p>If a work is signed "Anonymous", begin Reference List entry with the word Anonymous as if it were a true name.</p>	<p>Components:</p> <p>("Title", Year)</p> <p>Example:</p> <p>"Psychological perspectives" (n.d.) discussed this issue...</p> <p>This issue was acknowledged... ("Psychological perspectives," n.d.).</p>	<p>Components:</p> <p><i>Title</i>. (Year). Retrieved Month Day, Year, from URL</p> <p>Example:</p> <p><i>Psychological perspectives</i> (n.d.). Retrieved June 2, 2001, from http://www.onl.org.jp/horo~3/html</p>

1.4 Other electronic media

- The date element should indicate the year of publication or, if the source undergoes regular revision, the most recent update.
- After the title of the work, insert in brackets as part of the title element (i.e., before the period) the type of medium for the material.
- A retrieval or availability statement replaces the location and name of the publisher typically provided for text references. Use "Available from" when the URL leads to information on how to obtain the cited material (rather than to the material itself).
- Include retrieval dates where the source material is likely to change over time (e.g. Wikis).

See also, Audiovisual (Section 1.5) for some examples not included here.

Type	In-text citation	Reference list
Theses or dissertations	<p>Components: (Author Surname, Year)</p> <p>Example: Recent studies (Murray, 2008) include revelations that...</p>	<p>Components: Author Surname, Author Initial. (Year). <i>Title</i> (Type of Material). Retrieved from URL. (Accession Number if available).</p> <p>Example: Retrieved from a database: Murray, B. P. (2008). <i>Prior knowledge, two teaching approaches for metacognition: Main idea and summarization strategies in reading</i> (Doctoral dissertation, Fordham University, New York). Retrieved from ProQuest Dissertations & Theses. (AAT 3302116)</p> <p>Retrieved from an institutional or personal Web site: McDonald, J. (2007). <i>The role of online discussion forums in supporting learning in higher education</i> (Doctoral dissertation, University of Southern Queensland). Retrieved from http://eprints.usq.edu.au/3588/2/McDonald_2007_whole.pdf</p>
Encyclopaedias and dictionaries Notes: Give the home or index page URL for reference works.	<p>Components: (Surname/Organisation, Year)</p> <p>Example: Psychotherapy is defined as... (Claiborn, 2008) The case aligns with accepted medical traits (Psychotherapy, 2008).</p>	<p>Components: Author Surname/Organisation, Author Initial. (Year). Subject or Term Title. In Author/Editor Initial. Author/Editor Surname (Role e.g. Ed.), <i>Title</i>. DOI / Retrieved from URL.</p> <p>Subject or Term. (Year). <i>Source Title</i>. Retrieved from URL.</p> <p>Example: Claiborn, C. D. (2008). Psychotherapy. In D. Hoiberg (Ed.), <i>Encyclopaedia Britannica online</i> (Academic ed.). Retrieved from http://search.eb.com Psychotherapy. (2008). <i>Wikipedia, the free encyclopaedia</i>. Retrieved June 17, 2007, from http://en.wikipedia.org/wiki/Main_Page</p>

Type	In-text citation	Reference list
Annual Reports	<p>Components: (Surname/Organisation, Year)</p> <p>Example: Revenue for the department was... (BHP Billiton, 2007)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Year). <i>Title</i>. Retrieved from URL.</p> <p>Example: BHP Billiton. (2007). <i>2007 BHP Billiton annual report</i>. Retrieved from http://bhpbilliton.com/bbContentRepository/20071114140799/bhbpannualreport07.pdf</p>
Fact sheets, brochures, and press releases	<p>Components: (Author Surname/Organisation, Year)</p> <p>Example: Extinction rates were... (Florek, 2003)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Year). <i>Title</i> [Item Type/Format]. Retrieved from URL</p> <p>Example: Australian Museum. (2003). <i>Concretions, thunder eggs and geodes</i> [Fact sheet]. Retrieved from http://www.austmus.gov.au/factsheets/geodes.htm</p> <p>Florek, S. (2003). <i>Megafauna extinction: Patterns of extinction</i> [Fact sheet]. Retrieved from http://www.austmus.gov.au/factsheets/megafauna.htm</p> <p>Xerox Corporation. (2004). <i>Looks small, acts big: The Xerox Phaser 3150 personal laser printer for business</i> [Brochure]. Retrieved from http://www.office.xerox.com/latest/315BR-01.PDF</p>
Presentation slides	<p>Components: (Author Surname/Organisation, Year)</p> <p>Example: (OWL at Purdue University, 2004)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Year). <i>Title</i> [Slide Format]. Retrieved from URL</p> <p>Example: OWL at Purdue University. (2004). <i>Conquering the comma</i> [PowerPoint slides]. Retrieved from http://owl.english.purdue.edu/workshops/pp/comma.PPT#256,1,Conquering the Comma</p>

Type	In-text citation	Reference list
<p>Images</p> <p>Notes:</p> <p>Be consistent when specifying the medium in [square] brackets, immediately after the title.</p> <p>Use Titles in place of Authors if no author is identified.</p>	<p>Components:</p> <p>(Author Surname/Organisation, Year)</p> <p>Example:</p> <p>(<i>Human skeleton</i>, 2011)</p> <p>(<i>Saudi Arabia</i>, 2009)</p> <p>(Tunbridge, 2003)</p>	<p>Components:</p> <p>Author Surname/Organisation, Author Initial. (Year). <i>Title</i> [Format]. Retrieved from URL.</p> <p><i>Title</i> [Format]. (Year). Retrieved from URL</p> <p>Example:</p> <p><i>Human skeleton</i> [Image]. (2011). Retrieved from http://www.teachpe.com/images/anatomy/skeleton.jpg</p> <p><i>Saudi Arabia</i> [Topographic map]. (2009). Retrieved from http://www.worldatlas.com/webimage/countrys/asia/sa.htm</p> <p>Tunbridge, D. I. (2003). <i>Volunteers of the ACT Bushfire Service lighting a back-burn on the Mount Franklin Road, Brindabella Ranges, on the night of 11/12 January 2003</i> [Digital photograph]. Retrieved from http://nla.gov.au/nla.pic-an24954626</p>
<p>Message posted to newsgroups, online forums, discussion groups, or electronic mailing lists</p> <p>Notes:</p> <p>For personal email, refer to personal communication in the section on unpublished works.</p> <p>Include the name of the list to which the message was posted if the information is not part of the URL.</p>	<p>Components:</p> <p>(Author Surname/Organisation, Year, Month Day)</p> <p>Example:</p> <p>(Blair, 2007, January 20)</p> <p>(Moore, 2006, October 29)</p>	<p>Components:</p> <p>Author Surname/Organisation, Author Initial. (Year, Month Day). <i>Title</i> [Format]. Retrieved from URL</p> <p>Example:</p> <p>Blair, T. (2007, January 20). Re: <i>Transition in leadership</i> [Electronic mailing list message]. Retrieved from http://www.polgov.org/mail-archive/rp/msg7.html</p> <p>Moore, R. (2006, October 29). Re: <i>Survey of test subjects</i> [Newsgroup message]. Retrieved from news://sci.psychology.consciousness</p>

Type	In-text citation	Reference list
<p>Wikis</p> <p>Notes: Long topic titles can be shortened in the in-text citation.</p>	<p>Components: (Title of Wiki Topic, Year)</p> <p>Example: ("Self-study", 2007)</p>	<p>Components: Title of Wiki Topic. (Year). Retrieved Month Day, Year, from <i>Title of Wiki</i>: URL</p> <p>Example: Self-study: Broadening the concepts of participation and program support. (2007). Retrieved June 18, 2008, from <i>Adult Literacy Education (ALE) Wiki</i>: http://wiki.literacytent.org/index.php/Self-Study:_Broadening_the_Concepts_of_Participation_and_Program_Support</p>
<p>Audio podcasts</p>	<p>Components: (Author Surname/Organisation, Year)</p> <p>Example: (Curtis & Diez, 2008) (Hutcheon, 2008, June 15)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Year, Month Day). <i>Title</i> [Format]. Retrieved from URL</p> <p>Example: Curtis, B., & Diez, M. (2008). <i>Intermediate Spanish podcast42: La Mafia</i> [Audio podcast]. Retrieved from http://www.notesinspanish.com/category/intermediate-spanish-podcast/ Hutcheon, J. (2008, June 15). <i>Jane Hutcheon reflects on life in London</i> [Audio podcast]. Retrieved from http://www.abc.net.au/correspondents/content/2008/s2274772.htm</p>
<p>Video podcasts</p> <p>Notes: Give the name and, in brackets, the function of the originator or primary contributors (the director or the producer, or both).</p>	<p>Components: (Author Surname/Organisation, Year, Month Day)</p> <p>Example: (National Geographic Society, 2008, May 19) (Holland & Harris, 2008, June 12)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Role). (Year, Month Day). <i>Title</i> [Format]. Retrieved from URL</p> <p>Example: Holland, A. (Producer), & Harris, H. (Director). (2008, June 12). <i>Bog man</i> [Video podcast]. Retrieved from ABC: http://www.abc.net.au/catalyst/stories/2272392.html National Geographic Society. (Producer). (2008, May 19). <i>Chimp memory beats humans'</i> [Video podcast]. Retrieved from http://www.podanza.com/podcast/national-geographic-video-shorts/42ac4d6d3d12b6ad80303e9f6556d4a0/</p>

Type	In-text citation	Reference list
<p>Streaming videos</p>	<p>Components: (Author Surname/Organisation, Year)</p> <p>Example: (Cambridge Educational, 2011) (Sarra, 2010) ("William James", 2011)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Role). (Year, Month Day). <i>Title</i> [Format]. Retrieved from URL. <i>Title</i> (Series Title) [Format]. (Year). Retrieved from URL</p> <p>Example: Cambridge Educational. (Producer). (2011). <i>Alcohol and the family: Breaking the chain</i> [Video]. Retrieved from http://digital.films.com.libdbauth.nait.ab.ca/portal/Playlists.aspx?aid=7892&xtid=98765 Sarra, C. (2010). <i>Elders and community</i> [Video]. Retrieved from http://mediasite.eq.edu.au/eq/Viewer/?peid=bb3dbc846b2a4426ae2f1256bca8cf7e <i>William James: The psychology of possibility</i> (Giants of Psychology) [Video]. (2011). Retrieved from http://ffh.films.com/id/20410/William_James_The_Psychology_of_Possibility.htm</p> <p>Note: Series titles included where applicable in the above examples.</p>
<p>Interviews</p> <p>Notes: Interviews that are not retrievable should be cited in text as a personal communication (including year, month day) and not included in the reference list (see section on unpublished works).</p>	<p>Components: (Interviewer Surname/Organisation & Interviewee Surname/Organisation, Year, Month Day, p. (Page No.))</p> <p>Example: (Hughes & Cilento, 2000, June 20)</p>	<p>Components: Interviewer Surname/Organisation, Interviewer Initial. (Interviewer), Interviewee Surname/Organisation, Interviewee Initial. (Interviewee). (Year, Month Day). <i>Title</i> [Interview transcript]. Retrieved from URL.</p> <p>Example: Hughes, R. (Interviewer), & Cilento, D. (Interviewee). (2000, June 20). <i>Diane Cilento</i> [Interview transcript]. Retrieved from http://www.australianbiography.gov.au/subjects/cilento/intertext1.html</p>

Type	In-text citation	Reference list
Blog posts	<p>Components: (Author Surname/Organisation, Year, Month Day)</p> <p>Example: (Bedford, 2008, June 12) (McGarry, 2008, June 13)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Year, Month Day). Title [Format]. Retrieved from URL.</p> <p>Example: Bedford, T. (2008, June 12). Re: Got a problem using EndNote? Let us know here [Web log comment]. Retrieved from http://library.usq.edu.au/wordpress/?p=539 McGarry, A. (2008, June 13). China's pain fires Olympic dream [Web log post]. Retrieved from http://blogs.abc.net.au/olympics/</p>
Video blog posts (e.g. YouTube)	<p>Components: (Author Surname/Organisation, Year, Month Day)</p> <p>Example: (Bridge TEFL, 2007, October 5) (Westrom, 2009, June 8)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Year, Month Day). <i>Title</i> [Format]. Retrieved from URL.</p> <p>Example: Bridge TEFL. (2007, October 5). <i>TEFL online tutorial: Teaching grammar in context</i> [Video file]. Retrieved https://www.youtube.com/watch?v=bnw3l21pWlc Westrom, M. (2009, June 18). <i>Psychology - short and long term memory</i> [Video file]. Retrieved from http://www.youtube.com/watch?v=TausqSK9p9k</p>

Type	In-text citation	Reference list
<p>Computer programs, software, or programming languages</p> <p>Notes:</p> <p>Reference list entries are not necessary for standard software and programming languages. Provide entries for specialized software or programs with limited distribution.</p> <p>Only include retrieval date if content is likely to change over time</p> <p>If no version number is available, include the retrieval date.</p> <p>Do not italicise the names of software, programs, or languages.</p> <p>If an individual has proprietary rights to the software, name them as the author; otherwise, treat such references as unauthored works.</p> <p>If the program can be downloaded or ordered from the web, give this information in the publisher position.</p>	<p>Components:</p> <p>(Author Surname/ Organisation, Year)</p> <p>Example:</p> <p>(Comprehensive Meta-Analysis, Version 2, n.d.)</p> <p>(Schoonjans, 2008)</p> <p>(Scott, 2011)</p>	<p>Components:</p> <p>Author Surname/Organisation, Author Initial. (Year). Title (Version) [Computer Software/Language/Program]. Retrieved from URL.</p> <p>Author Surname/Organisation, Author Initial. (Year). Title (Version) [Computer Software/Language/Program]. Location: Name of Producer</p> <p>Example:</p> <p>Schoonjans, F. (2008). MedCalc Statistical Software (Version 9.5.2.0) [Computer software]. Retrieved from 3D2F.COM Software Directory: http://3d2f.com/programs/13-638-medcalc-statistical-software-download.shtml</p> <p>No author example</p> <p>Comprehensive Meta-Analysis (Version 2) [computer software]. Englewood, NJ: Biosat</p> <p>Tools and applications:</p> <p>CultureGPS lite (Version 1.13) [Computer software]. (2011). Retrieved from http://itunes.apple.com/app/culturegps-lite/id297051765?mt=8</p> <p>Pages (Version 1.5) [Computer software]. (2011). Retrieved from http://itunes.apple.com/us/pages/id361309726?mt=8&ls=1</p> <p>Scott, C. (2011). Treasure hunt - the interactive boardgame (Version 1.1) [Computer software]. Retrieved from http://itunes.apple.com/us/app/treasure-hunt-the-interactive/id4425986640?mt=8</p>
<p>Data sets</p>	<p>Components:</p> <p>(Author Surname/Organisation, Year)</p> <p>(<i>Title</i>, Year)</p> <p>Example:</p> <p>(Government of Southern Sudan, 2010)</p> <p>(<i>twins.dta</i>, 2003)</p>	<p>Components:</p> <p>Author Surname/Organisation, Author Initial. (Year). <i>Title</i> [Format]. Retrieved from URL.</p> <p><i>Title</i> [Format]. (Year). Retrieved from URL.</p> <p>Example:</p> <p>Government of Southern Sudan. Ministry of Education, Science and Technology. Directorate of Planning and Budgeting. (2010). <i>South Sudan 2010 secondary data (2010 Annual School Census)</i> [Data file]. Retrieved from http://southsudan.ed-assist.net/</p> <p><i>twins.dta - twins study (life characteristics in midlife) (UCLA Statistics Data Sets)</i> [Data file]. (2003). Retrieved from http://www.stat.ucla.edu/data/</p>

1.5 Audiovisual examples

Type	In-text citation	Reference list
Motion Pictures	<p>Components: (Author Surname, Year)</p> <p>Example: The film's central thesis assumes that audiences... (Grazer & Howard, 2001)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Role), & Author Surname/Organisation, Author Initial. (Role). (Year). <i>Title</i> [Format]. Country of Origin: Studio.</p> <p>Example: Grazer, B. (Producer), & Howard, R. (Director). (2001). <i>A beautiful mind</i> [Motion picture]. USA: Universal Studios.</p>
Videos and DVDs	<p>Components: (Author Surname, Year) (<i>Title</i>, Year)</p> <p>Example: Users are directed to navigate... (Strang, 1992) Self-testing intelligence is... (<i>The self</i>, 2001)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Year). <i>Title</i> [Format]. Production Location: Studio. <i>Title</i> [Format]. (Year). Production Location: Studio.</p> <p>Example: Strang, G. (1992). <i>The teaching of calculus: Careful changes</i> (Selected Lectures in Mathematics) [Videocassette]. Providence, RI: American Mathematical Society. <i>The self: Testing and intelligence</i> (Discovering Psychology) [DVD]. (2001). Boston, MA: WGBH Educational Foundation.</p> <p>Note: Series titles included where applicable in the above examples.</p>

Type	In-text citation	Reference list
Television programmes	<p>Components: (Author Surname, Year) (<i>Title</i>, Year).</p> <p>Example: Campbell's programme covered issues... (<i>Four Corners</i>, 2004) The program included frequent references to... (Fairfax, Mulholland, & Rich, 2005)</p>	<p>Components:</p> <p>Television programme: Author Surname/Organisation, Author Initial. (Role). (Date Aired Year, Month Day). <i>Title</i> [Format]. Program Location: TV Network.</p> <p>Television series: Author Surname/Organisation, Author Initial. (Role). (Year). <i>Title of series</i> [Television series]. Program Location: TV Network.</p> <p>Television series episode: Author Surname/Organisation, Author Initial. (Role). (Date Aired Year, Month Day). <i>Title of episode</i> [Television series episode]. In Author Surname/Organisation, Author Initial. [Role], <i>Title of series</i>. Program Location: TV Network.</p> <p>Example:</p> <p>Television programme: Campbell, C. (Executive producer). (2011, February 9). <i>The 7pm project</i> [Television program]. Melbourne, Australia: Network TEN.</p> <p>Television series: Gunton, M. (Executive producer). (2009). <i>Life</i> [Television series]. United Kingdom: BBC Natural History Unit.</p> <p>Television series episode: Fairfax, F. (Writer), Mulholland, T., & Rich, J. (Directors). (2005). The curse of Tutankhamun [Television series episode]. In P. Dolling [Executive producer], <i>Egypt: Rediscovering a lost world</i>. United Kingdom: British Broadcasting Corporation.</p>

Type	In-text citation	Reference list
<p>Music recordings</p> <p>Notes: In text, include the side, band or track numbers.</p>	<p>Components: (Author Surname, Year, Side/Band/Track No.)</p> <p>Example: "The Last of the Pioneers" (Williamson, 2003, track 5) ...</p>	<p>Components: Author Surname/Organisation, Author Initial. (Copyright Year). Title of music [Recorded by Artist Name if different from Author]. On <i>Title of Album</i> [Format of Recording]. Production Location: Music Label. (date of recording if different from copyright date)</p> <p>Example: Badnews, U. R. (1927). We only live twice [Recorded by P. Murray]. On <i>Resurrection</i> [CD]. Sandgate, Australia: Ibis Records. (1999) Williamson, J. (2003). The last of the pioneers. On <i>Home among the gum trees</i> [CD]. Pyrmont, Australia: EMI Australia.</p>
<p>Audio recordings</p>	<p>Components: (Author Surname, Year) ("Title", Year)</p> <p>Example: Users are directed to navigate... (Bacon, 1997) The atmosphere presented... ("Australian poetry live", 1996)</p>	<p>Components: Author Surname/Organisation, Author Initial. (Role). (Year). <i>Title</i> (Optional Source Details) [Format]. Production Location: Publisher. <i>Title</i> (Optional Source Details) [Format]. (Year). Production Location: Publisher.</p> <p>Example: <i>Australian poetry live: Classics from the Hazel de Berg collection</i> [Audiocassette]. (1996). Canberra, Australia: National Library of Australia. Bacon, T. (Writer). (1997). <i>Amazing journeys</i> (Literacy Links Plus Fluent D) [Audiocassette]. Auckland, New Zealand: Shortland. Costa, P. T. (Speaker). (1998). <i>Personality and continuity</i> (Audio Recording No. 207-433-88A-B) [Audiocassette]. Washington, DC: American Psychological Association. Smith, D. (2001, August 16). <i>Airline nightmare</i> (Audio Recording from Nightline series) [Audiocassette]. Brisbane, Australia: Australian Broadcasting Commission.</p>

Type	In-text citation	Reference list
<p>Other non-book media</p> <p>Notes:</p> <p>Media formats can include, but are not limited to, the following:</p> <p>Motion picture, Television program, Television series, Television series episode, CD, Record, Cassette, Audiocassette, Audiorecord, Audiotape, DVD, Videotape, Videorecording, Videocassette, Computer software, Data file, Chart, Flashcard, Game, Picture, Transparency, Slide, Realia, Kit, Filmstrip, Print, Work of art, Microform, etc.</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>("Title", Year)</p> <p>Example:</p> <p>Leading a small group to... (Leadership Research Institute, 1999).</p> <p>Fractions can be used to... ("Fractions are easy", 1985).</p>	<p>Components:</p> <p>Author Surname/Organisation, Author Initial. (Year). <i>Title</i> [Format]. Production Location: Producer.</p> <p><i>Title</i> [Format]. (Year). Production Location: Producer.</p> <p>Example:</p> <p>Hill, M. (1985). <i>Australia's first people</i> (Social Studies Wallcharts) [Chart]. Sydney, Australia: McGraw-Hill.</p> <p><i>Fractions are as easy as pie: A game of common fractions</i> [Game]. (1985). Baltimore, MD: Media Materials.</p> <p>Leadership Research Institute. (1999). <i>Creative leadership</i> [Brochure]. Toowoomba, Australia: Author.</p> <p><i>Measuring cylinders</i> [Realia]. (n.d.). England: Gradplex</p> <p><i>Nervous system</i> [Picture]. (2006). Burleigh Heads, Australia: Network Education Australia.</p> <p><i>Shaping the future: Working with the under-threes</i> [Kit]. (2000). Buckingham, United Kingdom: Open University Press.</p> <p><i>Zupelz - orange: Stimulating logical thinking - one puzzle at a time</i> [Flashcard]. (n.d.). Narangba, Australia: Origo Education.</p> <p>Note: Series titles included where applicable in the above examples</p>

1.6 Legislation and legal authorities

For more comprehensive information and other jurisdictions, see the *Bluebook* -

The bluebook: A uniform system of citation (19th ed.). (2010). Cambridge, MA: Harvard Law Review Association.

Citations should be made to the print source unless an electronic source is designated the official version. (For Internet and online sources use Citation, URL. Or if it is from a commercial electronic database, use Citation (Name of the Database).).

The following examples are for the Australian jurisdiction only.

Type	In-text citation	Reference list
Legislation (includes Acts and Bills)	<p>Components: <i>Title of the Act</i> Year (Jurisdiction)</p> <p>Example: The <i>Equal Opportunity Act</i> 1995 (Vic) prohibits the <i>Copyright Act</i> 1968 (Cth) according to s. 15 of the <i>Anti-Discrimination Act</i> 1991 (Qld) Interactive Gambling Bill 2001 (Cth) ...</p>	<p>Components:</p> <p>Acts: <i>Title of the Act</i> Year (Jurisdiction Abbreviation) Subdivision (if relevant) (Country Abbreviation).</p> <p>Bills: Title of the Act Year (Jurisdiction Abbreviation) (Country Abbreviation).</p> <p>Examples:</p> <p>Acts: <i>Copyright Act</i> 1968 (Cth) (Austl.). <i>Anti-Discrimination Act</i> 1991 (Qld) s. 15 (Austl.).</p> <p>Bills: Interactive Gambling Bill 2001 (Cth) (Austl.).</p>
Legal authorities (cases)	<p>Components: (<i>Case Party v. Case Party</i> Year)</p> <p>Example: Precedent exists for... (<i>Carey v. Price</i> 2005) In <i>Mabo v. Queensland</i> (1992), it was argued that...</p>	<p>Components: <i>Case Party v. Case Party</i> (Year) Volume Number Reporter Abbreviation First Page (Country Abbreviation).</p> <p>Examples: <i>Carey v. Price</i> (2005) 132 ALR 255 (Austl.) <i>Mabo v. Queensland</i> (1988) 166 CLR 186 (Austl.)</p>

1.7 Unpublished works

Type	In-text citation	Reference list
<p>Personal communications</p> <p>Cite personal correspondence in text only.</p>	<p>Components: (Correspondent Initial. Surname, personal communication, Month Day, Year).</p> <p>Example: O. Stone (personal communication, March 29, 2001) (M. A. Toby, personal photograph, May 2, 1987)</p>	<p>In-text citation only</p> <p>Notes: Personal communication may be unpublished lecture notes, letters, memos, personal interviews, telephone conversations, email or messages from non-archived discussion groups or bulletin boards, photographs, images, tables or data; all these sources are usually non-recoverable from the reader's perspective and are not to be included in the reference list, but should be cited in text as they are referred to.</p> <p>Give the initials as well as the surname of the communicator, and provide as exact a date as possible.</p> <p>Lecture notes are treated as personal communication if they are unpublished (i.e. not copied and distributed in print or on the web with the instructor's permission).</p>
<p>Doctoral dissertations and Master's theses (unpublished)</p>	<p>Components: (Author Surname, Year)</p> <p>Example: In his data structures thesis, he discussed... (Swinton, 1984).</p>	<p>Components: Author Surname, Author Initial. (Year). <i>Title</i>, (Type of Document). Publication Institution, Pub. Inst. Location.</p> <p>Example: Swinton, M. A. (1984). <i>Family stress in phenylketonuria</i> (Unpublished master's thesis). University of Auckland, New Zealand.</p>

Type	In-text citation	Reference list
<p>Online articles not yet formally published</p> <p>Notes:</p> <p>In preprint archives, articles are posted online ahead of print and are not yet indexed. Use the DOI or the exact URL.</p> <p>Advance online publications are generally peer reviewed.</p> <p>If there is no DOI assigned, give the URL of the journal home page.</p> <p>Update your references and refer to final versions, if possible, before you submit your work.</p>	<p>Components:</p> <p>(Author Surname, press status)</p> <p>Example:</p> <p>Rotation of the joint...(Charles & Hogan, in press)</p>	<p>Components:</p> <p>Author Surname, Author Initial. (press status). Title. <i>Journal Title</i>. DOI / Retrieved from URL.</p> <p>Examples:</p> <p>Charles, S. J., & Hogan, N. (in press). Dynamics of wrist rotation. <i>Journal of Biomechanics</i>. doi:10.1016/j.biomech.2010.11.016</p> <p>Vickers, P. (in press). Theory eliminativism as a methodological tool. <i>Philosophy of Science</i>. Retrieved from http://philsci-archive.pitt.edu/8472/1/Theory_Eliminativism.pdf</p> <p>Dieckleemann, S., Buchel, C., Born, J., & Rasch, B. (2011). Labile or stable: Opposing consequences for memory when reactivated during waking and sleep. <i>Nature Neuroscience</i>. Advance online publication. doi:10.1038/nn.2744</p>
<p>Manuscripts</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>Sports equipment was found...(Geisel, n.d.)</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). <i>Title</i>. Unpublished manuscript / Manuscript submitted for publication / Manuscript in preparation.</p> <p>Author Surname, Author Initial. (Year). <i>Title</i>. Retrieved from URL</p> <p>Examples:</p> <p>Geisel, T. S. (n.d.). <i>All sorts of sports</i>. Unpublished manuscript.</p> <p>Informally published or self-archived work:</p> <p>Benchimol, G. (2007). <i>Prospects for innovating organisations</i>. Retrieved from http://cogprints.org/5701/1/PROSPECTS_FOR_INNOVATING_ORGANIZATIONS.pdf</p>

1.8 Proceedings and technical reports

When citing from a one-off proceeding, use the same format as for a book or book chapter. Regularly published proceedings use the same format as journal or periodical articles.

Type	In-text citation	Reference list
<p>Published proceedings in book form</p> <p>Notes:</p> <p>Capitalise the names of symposia, conferences and meetings.</p> <p>If there are more than two editors a comma is placed before the ampersand.</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>Information literacy can be... (Hughes, 2002)</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). Article title. In Editor/Other Initial. Editor/Other Surname (Role(s)), <i>Conference Proceedings Title</i> (pp. Page Range). Publisher Location: Publisher. Retrieved from URL</p> <p>Examples:</p> <p>Hirata, J. (2005). How should happiness guide policy? Why gross national happiness is not opposed to democracy. In <i>Rethinking development: Local pathways to global wellbeing; the Second International Conference on Gross National Happiness</i>. Antigonish, Canada: St. Francis Xavier University. Retrieved from http://www.gpiatlantic.org/conference/papers/hirata.pdf</p> <p>Hughes, H. (2002). Information literacy with an international focus. In K. Appleton, C. Macpherson, & D. Orr (Eds.), <i>International Lifelong Learning Conference: Refereed papers from the 2nd International Lifelong Learning Conference</i> (pp. 208-213). Rockhampton, Australia: Central Queensland University Press.</p>
<p>Proceedings published regularly</p> <p>Notes:</p> <p>Treat regularly published proceedings as periodicals.</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>Connectivity exists for... (Kozkovski & Van Strien, 2009)</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). Article Title. <i>Conference Proceedings Title, Volume Number</i>(Issue Number.), Page Range. DOI / Retrieved from URL.</p> <p>Examples:</p> <p>Kozkovski, O., & Van Strien, S. (2009). Local connectivity and quasi-conformal rigidity of non-renormalizable polynomials. <i>Proceedings of the London Mathematical Society</i>, 99, 275-296. doi:10.1112/plms/pdn055</p>

Type	In-text citation	Reference list
<p>Conference papers and symposium contributions</p> <p>Notes:</p> <p>For symposium contributions, papers, and poster presentations, give the year with the month.</p> <p>Papers can be part of a collection of proceeding items (reference list includes the title of the collection), or singular (reference list does not include a collection title).</p>	<p>Components:</p> <p>(Author Surname, Year, month)</p> <p>Example:</p> <p>The treatment plan... (Gorman, 2009, March)</p> <p>... job strains were... (Liu et al., 2008, November)</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year, Month). Paper title. In Editor/Other Initial. Editor/Other Surname (Role), <i>Conference Proceedings Title</i>. Format of Item presented/conducted at the Conference / Symposium Title, Conference/Symposium, Location. DOI / Retrieved from URL</p> <p>Author Surname, Author Initial. (Year, Month). <i>Paper title</i>. Format of Item presented/conducted at the Conference / Symposium Title, Conference/Symposium Location. DOI / Retrieved from URL</p> <p>Examples:</p> <p>Gorman, B. (2009, March). A treatment plan: Some hopes (pipe dreams?) and suggestions for effective statistical education. In B. Gorman (Chair), <i>The crisis in the statistical education of psychologists</i>. Symposium conducted at the 24th Annual Meeting of the Society for Industrial and Organizational Psychology, New Orleans, LA.</p> <p>Liu, C., Wu, D., Fan, J., & Nauta, M. M. (2008, November). <i>Does job complexity predict job strains?</i> Paper presented at the 8th Biannual Conference of the European Academy of Occupational Health Psychology, Valencia, Spain.</p> <p>Rosenshine, B. (1997). <i>The case for explicit, teacher-led, cognitive strategy instruction</i>. Paper presented at the Annual Meeting of the American Educational Research Association, Chicago, IL. Retrieved from http://apaa.asu.edu/barak/barak1.html</p> <p>Abstract:</p> <p>Dickens, A. (2003). <i>Working with the community</i>. Paper presented at the 8th Australian Institute of Family Studies Conference, Melbourne, Australia. Abstract retrieved from http://www.aifs.gov.au/conferences/aifs8/dickens-ab.pdf</p>

Type	In-text citation	Reference list
<p>Technical and research reports</p> <p>Notes:</p> <p>This format can be used for issue briefs, working papers and other corporate documents. Include the appropriate document number where available.</p> <p>For online reports, identify the publisher in the retrieval statement unless the publisher is also identified as the author.</p> <p>Database information may be given for monographs from the University's limited circulation database subscriptions.</p>	<p>Components:</p> <p>(Author Surname, Year)</p> <p>Example:</p> <p>(Queensland School Curriculum Council, 2000)</p> <p>(Ford et al., 2007)</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). <i>Report Title</i> (Report No.). Publisher Location: Publisher.</p> <p>Author Surname, Author Initial. (Year). <i>Report Title</i> (Report No.). DOI / Retrieved from URL.</p> <p>Examples:</p> <p>Aermark, L. (2011). <i>Spectral and Hardy inequalities for some sub-elliptical operators</i> (Research Reports in Mathematics Number 1, 2011). Retrieved from Stockholm University, Department of Mathematics, Research Reports in Mathematics website: http://www2.math.su.se/reports/2011/1/2011-1.pdf</p> <p>Australian Human Resources Institute. (2008). <i>The parent trap: The parental leave debate</i> (Research Report). Retrieved from http://www.ahri.com.au/MMSdocuments/profdevelopment/research/research_papers/0809_pulse_report_the_parent_trap.pdf</p> <p>Ford, M., Gurney, A., Heyhoe, E., & Gunasekera, D. (2007). <i>Energy security, clean technology development and climate change: Addressing the future challenges in APEC</i> (ABARE Research Report 07.14). Retrieved from Australian Bureau of Agricultural and Resource Economics website: http://www.abare.gov.au/publications_html/climate_07/apec_security.pdf</p> <p>Queensland School Curriculum Council. (2000). <i>Consistency of teacher judgement</i> (Research Report). Brisbane, Australia: Author.</p> <p>University Database Holdings:</p> <p>Australian Furniture Research and Development Institute, & Standards Australia. (1997). <i>Office desks (Australian/New Zealand Standard AS/NZS 4442:1997)</i>. Retrieved from Standards On-Line Premium database.</p> <p>Bramley, G. (2010). <i>Analysis of youth offending team inspection reports (LGA Research Report)</i>. Retrieved from ERIC database.</p>

1.9 USQ course materials

Type	In-text citation	Reference list
<p>Lecture notes and handouts</p> <p>Note:</p> <p>These are treated like books if they are published, but like personal communication if they are your own notes or unpublished. Lecture notes are considered published if they have been copied and distributed in print or on the web with the instructor's permission.</p>	<p>Components:</p> <p>(Faculty/Author Surname, Year)</p> <p>("Course Code Document Title", Year)</p> <p>Example:</p> <p>The financial focus of these events... (Lewis, 2011)</p> <p>("EDC1300 Course Notes", 2011)</p>	<p>Components:</p> <p>Faculty/Author Surname, Author Initial. (Year). <i>Course CODE course document title</i>. University Location: University Name.</p> <p>Example:</p> <p>Lewis, M. (2011). <i>EDC1300 Perspectives in education: Course notes</i>. Toowoomba, Australia: University of Southern Queensland.</p>
<p>Customised publications and selected readings (print)</p> <p>Note:</p> <p>If you need to cite from a book of readings, use the date for that publication. If page numbers are required in text, use the book of readings page numbers, not the page numbers from the original source.</p>	<p>Components:</p> <p>(Author Surname/Organisation, Year)</p> <p>Example:</p> <p>The staff resource in late capitalism is... (Mishkin & Eakins, 2012).</p> <p>Experience can be... (Thompson & Grusec, 2010).</p>	<p>Components:</p> <p>Author Surname/Organisation, Author Initial. (Year). Reading Title. In Compiler/Other Initial. Compiler/Other Surname (Role), <i>Course publication title</i> (Edition, pp. Page Range). Place of Publication: Publisher. (Reprinted from <i>SOURCE Title</i>, Edition., pp. Page Range, Source Publication Location: Source Publisher)</p> <p>Example:</p> <p>Mishkin, F. S., & Eakins, S. G. (2012). Overview of the financial system. In D. Pensiero, & G. Adkins (Comps.), <i>FIN8201 Finance for executives</i>, (pp. 55-75). Sydney, Australia: Pearson Australia. (Reprinted from <i>Financial markets and institutions</i>, 7th ed., pp. 55-75, Harlow, Essex: Pearson Education).</p> <p>Thompson, W. R., & Grusec, J. (2010). Studies of early experience. In R. Pauley (Comp.), <i>Early experience and cognitive development: Selected readings</i> (2nd ed., pp. 100-190). Toowoomba, Australia: University of Southern Queensland. (Reprinted from Carmichael's manual of child psychology, 3rd ed., vol. 1, pp. 565-654, by P. H. Mussen, Ed., 1970, New York: Wiley).</p>

Type	In-text citation	Reference list
<p>Online course materials</p> <p>Notes:</p> <p>Direct readers as closely as possible to the information being cited</p> <p>Only include retrieval date if content is likely to change over time</p> <p>Whenever possible, reference specific documents rather than home or menu pages.</p> <p>If the item has no obvious author, start with the title.</p>	<p>Components:</p> <p>(Author Surname(s), Year)</p> <p>("Title", Year)</p> <p>Example:</p> <p>Unstable strata effecting foundation... (Terry, 2011).</p> <p>The final module ("Outline of inquiry", 2011) directed users to...</p> <p>As heard in the second lecture... (Zimbardo, 1989).</p>	<p>Components:</p> <p>Author/Editor/Compiler Surname, A/E/C Initial. (Year). <i>Title</i> [Format (non-document types)]. Retrieved Month Day, Year, from URL</p> <p>Example:</p> <p>Hendry, L. (2011). <i>Visual Pattern perception - shapes, spatial frequency and Gestalt laws</i> [PowerPoint slides]. Retrieved from http://usqstudydesk.usq.edu.au/mod/resource/view.php?id=457749</p> <p><i>Outline of inquiry</i>. (2011). Retrieved November 15, 2011, from http://usqstudydesk.usq.edu.au/course/view.php?id=21580</p> <p>Terry, P. C. (2011). <i>Module 5 - group and team dynamics</i>. Retrieved November 10, 2011, from http://usqstudydesk.usq.edu.au/file.php/21967/content/study-modules/m05.htm</p> <p>Audio and video (including Breeze presentations):</p> <p>BBC World Service. (2011). <i>The family</i> (Family, Sex & Society) [Audio podcast]. Retrieved from http://bbc.co.uk/worldservice/sci_tech/features/essentialguide/theme_fam.shtml</p> <p>Petersen, S. (2011). <i>Classroom reading pedagogy: Reading strategies</i> [Video podcast]. Retrieved from http://usqstudydesk.usq.edu.au/files.php/21642/Lecture_Reading_Strategies/index.htm</p> <p>Zimbardo, P. (1989). <i>The responsive brain</i> (Discovering Psychology) [Video podcast]. Retrieved from http://usqstudydesk.usq.edu.au/resource/view.php?inpopup=true&id=428028</p> <p>Notes: Series titles included in the above examples.</p>

Type	In-text citation	Reference list
<p>Online course readings</p> <p>Notes:</p> <p>For readings redirected to websites, pages, or databases, follow the instructions outlined in the books, journal articles, and web documents sections of this guide.</p> <p>Otherwise, follow the style for scanned or copied documents that indicate "usqdirect.usq.edu.au" or "usqstudydesk.usq.edu.au" in the URL.</p> <p>If a DOI is evident, use that in place of the retrieval statement.</p>	<p>Components:</p> <p>Author Surname, Year)</p> <p>Example:</p> <p>(Tuczay, 2005)</p> <p>Tuczay (2005) states that...</p>	<p>Components:</p> <p>Author Surname, Author Initial. (Year). Article title. <i>Journal Title</i>, Volume Number(Issue Number), Page Range. Retrieved from USQ URL.</p> <p>Chapter Author Surname, Author Initial. (Year). Chapter title. In Author/Editor Initial. Author/Editor Surname, (Role abbrev.), <i>Title</i> (Edition) (pp. Page Range of Chapter). Retrieved from USQ URL</p> <p>Example:</p> <p>Journal articles:</p> <p>Arnold, T. (2001). Achieving playtime positives. <i>Journal of Early Childhood</i>, 5(4), 117-121. Retrieved from https://usqdirect.usq.edu.au/usq/items/d6s66b-678m-bg7f-e098-0as8807g32a8/1/arnold_2001_117.pdf</p> <p>Book chapters:</p> <p>Tuczay, C. (2005). Trance, prophets and diviners in the Middle Ages. In E. Pocs (Ed.), <i>Communicating with the spirits: Christian demonology and popular mythology</i> (pp. 215-233). Retrieved from https://usqdirect.usq.edu.au/usq/items/d6s66b-511m-bg7f-e098-0as5507g32a3/1/Tuczay_2005_215.pdf</p> <p>Online course reading with DOI:</p> <p>Dafni, A. (2007). The supernatural characters and powers of sacred trees in the Holy Land. <i>Journal of Ethnobiology & Ethnomedicine</i>, 3, pp. 10-16. doi:10.1186/1746-4269-3-10</p>

2 Further Information on In-Text Citations

2.1 Paraphrasing

Paraphrasing is when you summarise the ideas, concepts or words from the work of one or more authors.

Please note: changing only a few words from another author does not constitute paraphrasing.

Type	Examples
<p>If you are referring to the general theme of a book or article</p>	<p>Brown (1991) investigated the effects of ...</p> <p>An investigation into the effects of maternal age (Brown, 1991) found that ...</p>
<p>When to include page numbers</p> <p>According to the <i>Publication Manual of the American Psychological Association</i> (6th ed.), when paraphrasing or referring to an idea in another work you are required to give the author and date. You are also encouraged (but not required) to provide a page number, for example, when a work is particularly long and it might be useful for the reader.</p> <p>Note: In the interest of consistency throughout this APA referencing guide, page numbers are not included in any in-text citations for paraphrased material. Please consult your lecturer and/or your course outline to determine whether you are required to include (or omit) page numbers for paraphrased material.</p>	<p>If your lecturer requires page numbers in-text, the page numbers should appear after the year of publication, as shown in the examples below:</p> <p>Soil layers below the well tip contribute relatively little water (Kozeny, 1988, pp. 223-224).</p> <p>Kozeny (1988) found soil layers below the well tip contributed little (pp. 223-224).</p> <p>Du Cros and McKercher (2014) explain that some tourists seek out tangible heritage like historic buildings, while other tourists pursue intangible heritage experiences such as festivals and storytelling (p. 53).</p> <p>Some tourists seek out tangible heritage like historic buildings, while other tourists pursue intangible heritage experiences such as festivals and storytelling (DuCros & McKercher, 2014, p. 53).</p>
<p>When the authors of a source are <u>not</u> part of the formal sentence structure</p> <p>Both the authors and years of publication appear in parentheses, separated by semicolons.</p>	<p>Reviews of research on sport and reading have concluded that at least some types of reading behaviours are related to higher levels of physical health (Austin, 1990; McGovern & Henderson, 2001; Wright & Morgan, 2001).</p>
<p>When the names of the authors of a source are part of the formal sentence structure</p> <p>Publication year appears in parentheses following the identification of the authors.</p>	<p>Wright and Mander (2002) found that although there was a reduction in literacy, the difference was not statistically significant.</p>
<p>Group authors and abbreviations</p>	<p>(University of Southern Queensland, 2009)</p>

Type	Examples
<p>The names of groups are usually spelled out each time they appear in text.</p> <p>Only abbreviate if the name is long, cumbersome <i>and</i> the abbreviation is familiar or easily understood.</p>	<p>University of Southern Queensland (2009)</p> <p>First citation in text:</p> <p>(Office of the United Nations High Commissioner for Refugees [UNHCR], 2008)</p> <p>Office of the United Nations High Commissioner for Refugees (UNHCR, 2008)</p> <p>Subsequent citations:</p> <p>(UNHCR, 2008)</p> <p>UNHCR (2008)</p>
<p>One or two authors</p> <p>Cite the names every time the reference occurs</p>	<p>Smythe and Jones (2001) found ... (first citation)</p> <p>... as has been shown (Smythe & Jones, 2001). (subsequent citations)</p>
<p>More than two authors</p> <p>For three, four or five authors, cite all authors in the first instance, thereafter, only first author followed by "et al." (not underlined and with no stop after "et") and the year of publication. "et al." is an abbreviation for et alii which means <i>and others</i>.</p> <p>With six or more authors, cite only the first author followed by "et al." and the year.</p>	<p>Campbell, Brady, Bradley, and Smithson (1991) found ... (first citation)</p> <p>Campbell et al. (1991) found ... (subsequent citations)</p> <p>Smith et al. (2007) state that ... (first and subsequent citations)</p>
<p>"and" or "&"?</p> <p>In running text use "and" to join the names of multiple authors, but use an ampersand (&) inside parentheses.</p>	<p>Jones and Brady (1991) continued to find ...</p> <p>The authors found the same result in the second and third trials (Jones & Brady, 1991).</p>
<p>Citing multiple works by the same author at the same time</p> <p>Arrange dates in order (oldest to newest). Use suffixes after the year when there are multiple publications from the same year. If the publication dates are the same, the suffixes are assigned in the reference list where these kinds of references are listed in alphabetical order by title (article, chapter or complete work).</p>	<p>Several studies (Jackson, 1999, 2001a, 2001b, 2005) revealed a similar outcome.</p>
<p>Primary authors with the same surname</p>	<p>T. R. Smith (2006) and B. E. Smith (2007) found that ...</p>

Type	Examples
<p>Include the first author's initials in all text citations even if the year of publication differs.</p>	<p>J. J. Jackson and Robertson (2000) and E. M. Jackson and Johns (2005) reached the conclusion...</p>
<p>Secondary citations</p> <p>You must acknowledge both the primary and secondary source of information. To do this, include the primary source first and then insert the words "as cited in" before the secondary source.</p> <p>You do not need to source the primary or original work cited (e.g. Cumming, 1980) but the secondary source (e.g. Pauley, 1991) needs to be given in your list of references.</p>	<p>Cumming's (1980) study (as cited in Pauley, 1991) ...</p> <p>This belief has been confirmed (Cumming, 1980, as cited in Pauley, 1991) ...</p>
<p>No author</p> <p>When citing a source in text that has no identified author, use a shortened title (or the full title if it is short) and year for the parenthetical citation.</p> <p>Use double quotation marks for article titles, chapter titles or web page titles.</p> <p>Italicize (without quotation marks) book titles.</p> <p>For works designated as "Anonymous", cite in text as Anonymous followed by a comma and the date.</p>	<p>The in text citation for the online source "New drug appears to sharply cut risk of death from heart failure" would be ("New Drug," 2001).</p> <p>(<i>Psychological effects</i>, 1999)</p> <p>(Anonymous, 2007)</p>
<p>Legislation (includes Acts and Bills)</p>	<p>The <i>Equal Opportunity Act 1995</i> (Vic) prohibits ...</p> <p>... the <i>Copyright Act 1968</i> (Cth) ...</p> <p>... according to s. 15 of the <i>Anti-Discrimination Act 1991</i> (Qld) ...</p> <p>... Interactive Gambling Bill 2001 (Cth) ...</p>
<p>Legal authorities (cases)</p>	<p><i>Carey v. Price</i> (2005)</p> <p><i>Mabo v. Queensland</i> (1992)</p>

2.2 Quotes

Quotations or quotes are when you use the **exact words** of another author or your own previously published work. Quotations must always be referenced with page numbers.

- Quotations of less than 40 words (approximately) should form part of the text and be designated with double quotation marks.
- With quotations of 40 or more words, DO NOT use quotation marks; set the quotation in an indented (about a half inch) free standing block of text. Use double-line-spacing to separate the quote from the text of your work.

Type	Examples
<p>Direct quotation</p> <p>Notes:</p> <p>Less than 40 words: Always include the author, year, and page number(s) as part of the citation</p> <p>Do not omit or alter citations embedded within the quote. These embedded citations are not included in your list of references unless used as a primary source elsewhere in your work. In the example to the right, the 2010 article (where the entire quote comes from) is included in the list of references but the 2007 work mentioned within the quote is not, unless it is used as a source elsewhere in the work.</p> <p>For additional paragraphs within the quotation, insert a double-line-spacing and indent the first line of each an additional half inch (five to seven spaces).</p>	<p>Less than 40 words:</p> <p>Students receiving "additional information literacy training achieved higher grades than students who did not attend any skills' sessions" (Capel, 2002, p. 323).</p> <p>40 or more words:</p> <p>Although the groups contained different age groups, they were not differentiated in the feasibility study:</p> <p style="padding-left: 40px;">The intensive ESL program was enthusiastically supported by the administration and was popular with the young learners and their parents. Although the groups differed in age, measures of English and French proficiency and language aptitude administered at the outset of the experiment indicated that differences between the fourth and fifth year classes were non-significant (White, Horst, & Bell, October 2007);</p> <p>thus in the research reported here, we do not distinguish between the two groups. (Horst, White, & Bell, 2010, p. 334)</p>
<p>Specific parts of a source</p>	<p>(Zelow, 2001, para. 17)</p>

Type	Examples
<p>Always give page numbers for quotations (if available).</p> <p>For sources that do not provide page numbers, use the paragraph number, if possible, preceded by the abbreviation 'para.'</p>	<p>(Broome & Davies, 1999, para. 5)</p> <p>(Bray, 1999, chap. 3)</p> <p>(Beutler, 2000, Conclusion section, para. 1)</p>

2.3 Images from other sources

Type	Examples
<p>Reproducing or adapting copyrighted photographs, images, tables and figures.</p> <p>Tables and figures (including photographs and other images) should be numbered above in the order in which they are first mentioned in text. The title follows the number.</p> <p>In the text, refer to tables and figures by their number:</p> <p>For both print and electronic forms, acknowledge the author and copyright holder in the figure caption or in a note at the bottom of the reproduction.</p> <p>If copyright permission footnotes are required, refer to the <i>Publication manual</i>.</p>	<p>Table 7. Confidence Intervals With Upper and Lower Limits</p> <p>As shown in Table 7, there is a larger variation than we would expect.</p> <p><i>Note.</i> Reproduced from "Which Methods are Best Suited to the Production of High-Quality Research in Geography Education?" by G. Butt, 2010, <i>International Research in Geographical and Environmental Education</i>, 19(2), p. 105. Copyright 2009 by Perks & Prestage.</p> <p><i>Note.</i> Adapted from <i>Emissions Trading & Competitiveness: Allocations, Incentives and Industrial Competitiveness Under the EU Emissions Trading Scheme</i> (p. 60), by M. Grubb and K. Neuhoff (Eds.), 2006, London, England: Earthscan.</p> <p>Copyright 2006 by Earthscan.</p>
<p>Non-copyright or personal images or data sourced from others</p> <p>For images, tables or data used with the permission of another party, treat as you would a personal communication. Cite in text only and do not include in the reference list.</p> <p>Give the initials as well as the surname of the communicator, and provide as exact a date as possible</p>	<p>O. Stone (personal communication, March 29, 2001)</p> <p>(M. A. Toby, personal photograph, May 2, 1987)</p>



2.4 Images with a Creative Commons Licence

For items with a Creative Commons Licence, see the USQ Creative Commons Website for more information.

Type	Examples
<p>Creative Commons</p> <p>Information about the Creative Commons Licence is entered directly after the item is used, within your assignment.</p> <p>There is no need to include Creative Commons licensing information in your list of references at the end of the assignment. Reference the item as you would normally, according to its format. Information about Creative Commons Licences is to be included with your in-text citations only.</p>	<p>... (Zawacki-Richter, Hanft, & Backer, 2011). Used under a Creative Commons Attribution 3.0 (http://creativecommons.org/licenses/by/3.0/).</p>

2.5 Publication dates

Type	Examples
<p>Using the year</p> <p>For journals, books, and audiovisual media, use the year.</p>	<p>Within the text - (Smith, 2007) or Smith (2007)</p> <p>List of References - (2007)</p>
<p>Including the month, season or other designation</p> <p>If a journal or newsletter does not use volume numbers, include the month, season or other designation with the year.</p>	<p>Within the text - (Jones, 2007, December) or Jones (2007, December)</p> <p>List of References - (2007, December)</p>
<p>Including the day</p> <p>For dailies and weeklies, include the day.</p>	<p>Within the text - (Brown, 2007, December 12) or Brown (2007, December 12)</p> <p>List of References - (2007, December 12)</p>
<p>Works accepted for publication but not yet published.</p>	<p>Within the text - (Mills, in press) or Mills (in press)</p> <p>List of References - (in press)</p>
<p>No date available.</p>	<p>Within the text - (Boon, n.d.) or Boon (n.d.)</p> <p>List of References - (n.d.)</p>



3 Additional help

3.1 More information and additional guides

This guide draws from the:

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

The aim of this guide is to provide basic referencing information. For more detailed information about how to write, structure and publish to APA standards, refer to the Publication manual.

This guide varies from the Publication manual in the treatment of journal articles held only in the University's database subscriptions (without DOIs), the online course readings repository and Creative Commons items.

3.2 Need additional help applying these guides?

Contact the Library or consult the following:

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author. (Call number 808.06615 Pub).

APA style homepage: <http://www.apastyle.org/>

While the Library is not responsible for checking lists of references we can refer you to our referencing guides and the published manuals listed to help you ensure the accuracy of your referencing.