

# APA Referencing System

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## Referencing

Referencing acknowledges the sources that you use to write your essay or assignment paper. Any time you use an idea or quote from another source, acknowledge that section of text with the authors' names and the year the source was published.

In-text citations are used throughout your writing to acknowledge the sources of your information. The full references for the citations are then listed at the end of your assignment paper in the References or Bibliography list.

## About the APA style

The American Psychological Association (APA) style is a widely used author-date system of referencing or bibliographic citation. This guide covers basic explanations and examples for the most common types of citations used by students. This guide is based on the Publication Manual of the American Psychological Association (7th ed) which is available in the Library. If you are unable to find the referencing example you require in this guide, more detailed information and examples can be found in the above publication.

Current information can also be obtained via the internet from the official APA Style website <http://www.apastyle.org> which includes a quick reference guide.

## Acknowledgements

This work draws significantly from the work of the Western Sydney University, specifically its library's APA Referencing Style Guide.

## In-Text Citation: Referencing Sources within the Text

Throughout the text of your paper you need to acknowledge the works used in your writing. Whenever you present a statement of evidence such as a quote, or when you use someone else's ideas, opinions or theories in your own words (paraphrasing), you must acknowledge the work(s) by providing the author's name and date of publication in text. An explanation of how to cite a work within your paper is given below and with each reference example in this guide.

If you use the name of the author(s) in your writing, place the year of publication of the work in parentheses after the author's name. This is known as a **narrative in-text citation**.

Mullane (2006) conducted research into the effect of . . .

If you refer to a work in the text of your paper and you are not using the author's name in your narrative, place the author's last name and the year of publication of the work in parentheses within or at the end of the sentence. This is known as a **parenthetical in-text citation**.

The research conclusively proved a correlation between the results (Mullane, 2006). A recent study (Wilson, 2015) shows the same correlation.

The choice between parenthetical and narrative in-text citation depends on the writer and the flow of the narrative. If a paraphrase or summary continues over several consecutive sentences cite the work on first mention. It is not necessary to repeat the citation as long as it is clear to your reader that you are referring to the same work.

Fang (2017) has collected new data on the implementation of renewable technologies in Europe. Thirty-three percent showed an improvement in Gross Domestic Product (GDP) in the first 5 years. There was no negative impact on employment.

When a parenthetical in-text citation (with author and year) is used earlier in the paragraph, subsequent narrative mentions of the work in the same paragraph do not need to include the year. This rule only applies when the citation could not be confused with another in the paragraph and should only be used in instances when the name is given in the narrative. e.g.

Smith (2009) explained that . . . Smith also suggested . . .

Pay particular attention to the citation format required for references with multiple authors or editors. The use of et al. is used for three or more authors or editors.

Note: Page numbers are not required when paraphrasing or summarising. However, if you would like to direct your reader to a specific section or paragraph you may include the page number or page range.

If you directly quote fewer than 40 words, enclose the quotation using double quotation marks within the text. The year of publication of the work along with the page number(s)\* of the quote should be provided in parentheses.

Mullane (2006) referred to this correlation as a “statistical anomaly” (p. 118), contributing . .

OR

It was found that the correlation was a “statistical anomaly” (Mullane, 2006, p. 118).

If the quotation is greater than 40 words it should be displayed in a double-spaced indented block (1.27 cm) without quotation marks.

Mullane (2006) stated that:

If any similar qualitative research is to be undertaken in the future, then stringent controls should be put in place to ensure such statistical anomalies do not occur through lack of methodological rigor, particularly through corruption of data inadequately stored and processed. (p. 66)

If you use more than one source to write a statement in your paper, the citation can be presented using semi-colons between works as follows:

*Separate sources, different authors:*

. . . and a number of studies have shown identical results (Sanders, 2008; Smith, 2009).

*Two or more publications by the same author:*

It was found that . . . (Smith, 2000, 2004)

Works that you cite in your writing are listed in detail at the end of your document in a reference list.

## Reference List

A reference list includes details of the works cited in your paper.

It starts on a separate page at the end of your assignment paper and is titled **References** in bold. Each item cited in the reference list must have been cited in your paper. All sources appearing in the reference list must be ordered alphabetically by surname.

In contrast to the reference list, a bibliography includes details of sources not cited in your paper which were used to support your research. While the APA style does not use bibliographies you may sometimes be required to include one in addition to a References list. These items should also be listed in alphabetical order by surname.

The reference list should be double spaced (both within and in between entries) with hanging indent used for the second and subsequent lines of each entry. A hanging indent is where the first line starts at the left margin and subsequent lines are indented (approx. 1.27 cm or five spaces). You can use your word processor to automatically format the double-spacing and hanging indents.

**Italics** is the preferred format for titles of books, journals and videos. Article and chapter titles are not italicised or placed within quotation marks. Volume numbers are italicised but issue numbers are not.

**Capitalisation** in APA style is very specific. For references, the following general rules apply:

Book titles - capitalise the first letter of the first word of the title, and the first letter of the first word after a colon.

e.g. *Ageing and youth in Australia*  
and

*Working in isolation: The work from home dilemma*

Article, chapter or section titles - capitalise the first letter of the first word of the title, and the first letter of the first word after a colon.

e.g. Personal resilience as a strategy for surviving and thriving in the face of workplace adversity: A literature review.

Proper nouns, acronyms and abbreviations that are normally capitalised should be capitalised in the reference list and citations. See examples on the following pages for each reference type.

## Example of a reference list

### References

- Andreasen, N. C. (2001). *Brave new brain: Conquering mental illness in the era of the genome*. Oxford University Press.
- Atkin, M. (Host). (2008, November 13). Bermagui forest disputed turf [Audio podcast episode]. In *The hack half hour*. ABC. <http://www.abc.net.au/triplej/hack/notes/>
- Copstead, L., & Banasik, J. (2005). *Pathophysiology* (3rd ed.). Saunders.
- Hall, B. (Writer), & Bender, J. (Director). (1991, October 15). Rules of the game (Season 1, Episode 3) [TV series episode]. In J. Falsey (Executive Producer), *I'll fly away*. Brand-Falsey Productions; Lorimar Television.
- Jackson, D., Firtko, A., & Edenborough, M. (2007). Personal resilience as a strategy for surviving and thriving in the face of workplace adversity: A literature review. *Journal of Advanced Nursing*, 60(1), 1-9. <https://doi.org/10.1111/j.1365-2648.2007.04412.x>
- Potente, S., Anderson, C., & Karim, M. (2011). Environmental sun protection and supportive policies and practices: An audit of outdoor recreational settings in NSW coastal towns. *Health Promotion Journal of Australia*, 22(2), 97-101.
- van Heugten, K. (2013). Resilience as an underexplored outcome of workplace bullying. *Qualitative Health Research*, 23(3), 291-301. <https://doi.org/10.1177/1049732312468251>
- Wheeler, D. P., & Bragin, M. (2007). Bringing it all back home: Social work and the challenge of returning veterans. *Health and Social Work*, 32(4), 297-300.
- Woolley, T., & Raasch, B. (2005). Predictors of sunburn in North Queensland recreational boat users. *Health Promotion Journal of Australia*, 16(1), 26-31.

Source: Western Sydney University Library- APA Referencing Style Guide

## Online and Print References

When referencing online and print resources it is necessary to provide details about the author, date, title and location. In APA 7 the location is described as the source element, where readers can retrieve the work, in a reference. For example, the source element for a journal article includes the journal title, volume and issue number, and for a book it is the publisher. A digital object identifier (DOI) must be included in the source element when one is available. A DOI is always presented as a URL with the prefix <https://doi.org/> for both print and online works.

Author	Date	Title of book	Source Information	
			Publisher information	DOI
Peetz, D.	(2019).	<i>The realities of and futures of work.</i>	Oxford University Press.	<a href="https://doi.org/10.22459/RFW.2019">https://doi.org/10.22459/RFW.2019</a>

When a DOI is not available for a printed work leave it out.

## Shortening URLs

URL shortening services such as bitly or shortDOI can be used to shorten URLs that take up excessive space in a reference list. Ensure that the shortened URL directs to the correct page.

## Referencing Secondary Sources

The use of secondary sources should be used sparingly, such as when an original work is out of print. In these instances, you may want to quote or paraphrase a source (A) that is referred to within another source (B). You should not cite source A as though you read the original work. You must cite source (A) through the secondary source (B) which you actually read.

For example, the book you are using is written by Smith who quotes another author called Jones. In your essay you wish to use Jones' idea. In-text you should acknowledge both the primary source (Jones) and secondary source (Smith). Include the publication date of the primary source if known:

Jones (1990, as cited in Smith, 2009) agreed that the experiment failed to confirm this hypothesis.

or

The experiment failed to confirm this hypothesis (Jones, 1990, as cited in Smith, 2009).

The publication date of the primary source is left out if it is not known:

Jacob's diary (as cited in Cohen, 2015) agreed . . .

or

The letter succeeded in confirming this action (Jacob, as cited in Cohen, 2015).

Provide only the details of the secondary source in your reference list:

Smith, J. (2009). Hypotheses. Western Sydney University.

## Different Works of the Same Author Name

If you have references for multiple works by the same author surname, each of the works with the same author surname is listed alphabetically in the reference list by the initials of the first author, irrespective of the names of the other authors or the years. In the text, citations are differentiated by including the first author's initials even if the year of publication is different, e.g.

### Reference list

Goldberg, J. M., & Neff, W. D. (1961) . . .

Goldberg, M. E., & Wurtz, R. H. (1972) . . .

### In-text citation

J. M. Goldberg and Neff (1961) and M. E. Goldberg and Wurtz (1972) studied . . .

## Books and Book Chapters

### Single Author

<b>Reference list</b>	Andreasen, N. C. (2001). <i>Brave new brain: Conquering mental illness in the era of the genome</i> . Oxford University Press.
<b>In-text citation</b>	Andreasen (2001) stated that . . . or It is suggested that. . . (Andreasen, 2001).

### Two Authors

<b>Reference list</b>	Copstead, L., & Banasik, J. (2005). <i>Pathophysiology</i> (3rd ed.). Saunders.
<b>In-text citation</b>	Copstead and Banasik (2005) stated that . . . or It is suggested that. . . (Copstead & Banasik, 2005).

### Three + Authors

<b>Reference list</b>	Schneider, Z., Whitehead, D., & Elliott, D. (2007). <i>Nursing and midwifery research: Methods and appraisal for evidence-based practice</i> (3rd ed.). Elsevier Australia.  <i>Note: Within each entry, author names should be listed in the order in which they appear on the source or as displayed on the title page.</i>
<b>In-text citation</b>	<i>Note: Give the name of the first author and abbreviate the others to et al. ("and others").</i> Schneider et al. (2007) showed that . . . or ...is demonstrated (Schneider et al., 2007).

### Group Author

<b>Reference list</b>	Narungga Aboriginal Progress Association. (2006). <i>Nharrangga warra: Narungga dictionary</i> .  <i>Note: Within each entry, author names should be listed in the order in which they appear on the source or as displayed on the title page.</i>
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<b>In-text citation</b>	<p><i>Note: A group author with a long name can be abbreviated in text, if it is well known or will be cited more than three times. Use the full name on the first occasion followed by the abbreviation. In the example below after the first entry, you could use the abbreviation NPPA.</i></p> <p>Narungga Aboriginal Progress Association (NAPA, 2006) documents. . .</p> <p>or</p> <p>Information is . . . (Narungga Aboriginal Progress Association [NAPA], 2006).</p>
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### No Author

<b>Reference list</b>	<p><i>When a work has no identifiable author, move the title of the work to the author position and follow with the date of publication.</i></p> <p><i>HIV/AIDS resources: A nationwide directory</i> (10th ed.). (2004). Guides for Living.</p> <p><i>Note: Only use "Anonymous" in the author position if "Anonymous" is specifically stated as the author on the publication itself.</i></p>
<b>In-text citation</b>	<p><i>When citing or referring to a title in text, capitalise all major words. If the title is long, it can be shortened for the in-text citation.</i></p> <p><i>HIV/AIDS Resources</i> (2004) states that . . .</p> <p>or</p> <p>This directory shows . . . (<i>HIV/AIDS Resources</i>, 2004).</p> <p><i>Note: When giving a title in the text, capitalise all major words. If the title is long, it can be shortened for the in-text citation</i></p>

### Edited book

<b>Reference list</b>	<p>Raven, I. (Ed.). (2001). <i>Australian cinema in the 1990s</i>. Frank Cass.</p> <p><i>Note: When there is more than one editor, add (Eds.) in brackets after the last editor's name and follow the same formatting shown in the examples for books.</i></p>
<b>In-text citation</b>	<p>Raven (2001) discussed the successful . . .</p> <p>or</p> <p>The film starred actors . . . (Craven, 2001).</p>

**Chapter, Article of Section in a book**

<b>Reference list</b>	<p><i>For a section in an authored book, provide a reference entry for the whole book and add the chapter, article or section page numbers in the in-text citation.</i></p> <p>Knowles, M. S. (1986). <i>Using learning contracts</i>. Jossey-Bass.</p>
<b>In-text citation</b>	<p>Knowles (1986, pp. 73-90) demonstrated that ...</p> <p>or</p> <p>This independent study showed . . . (Knowles, 1986, pp. 12-16 ).</p>

**Chapter or Article in an edited book**

<b>Reference list</b>	<p>Ferres, K. (2001). Idiot box: Television, urban myths and ethical scenarios.</p> <p>In I. Craven (Ed.), <i>Australian cinema in the 1990s</i> (pp. 175-188). Frank Cass.</p>
<b>In-text citation</b>	<p>Ferres (2001) discussed the television episode . . .</p> <p>or</p> <p>The television episode . . . (Ferres, 2001).</p>

**Ebook**

<b>Reference list</b>	<p><i>When a DOI is available (ebook is in an academic library) add it to the end of the reference as a URL. Start the URL with <a href="https://doi.org/">https://doi.org/</a>.</i></p> <p>Hirotsu, H. (2017). <i>Advanced analysis of variance</i>. John Wiley &amp; Sons.</p> <p><a href="https://doi.org/10.1002/9781119303374">https://doi.org/10.1002/9781119303374</a></p> <p><i>If the book is available from a website (commercial or private), the add the URL after the publisher.</i></p> <p>Barley, E. (2016). <i>Health psychology in nursing practice</i>. Sage Publications.</p> <p><a href="https://amzn.to/2QBxtxF">ttps://amzn.to/2QBxtxF</a></p> <p><i>When there is no DOI or URL, cite the book in the same format as a printed work.</i></p> <p>Storey, K. B. (2004). <i>Functional metabolism: Regulation and adaptation</i>.</p> <p>John Wiley &amp; Sons.</p>
<b>In-text citation</b>	<p>Storey (2004) stated that . . .</p> <p>or</p> <p>Functional metabolism is . . . (Storey, 2004).</p>

**Journal Articles (Print)**

The format for more than one author is the same for all sources including journal articles, therefore, refer to the examples for books in this guide.

<b>Reference list</b>	Woolley, T., & Raasch, B. (2005). Predictors of sunburn in north Queensland recreational boat users. <i>Health Promotion Journal of Australia</i> , 16(1), 26-31.
<b>In-text citation</b>	Woolley and Raasch (2005) stated that the . . . or Sunscreen is the most popular form of sun protection (Woolley & Raasch, 2005).

**Journal Articles (Internet)**

The format for more than one author is the same for all sources including journal articles, therefore, refer to the examples for books in this guide.

<b>Reference list</b>	Mehta, A. (2019, May). Beyond recycling: Putting the brakes on fast fashion. <i>Ethical Corporation</i> .  <a href="https://events.ethicalcorp.com/reports/docs/548965/EC-Magazine- May-2019.pdf">https://events.ethicalcorp.com/reports/docs/548965/EC-Magazine- May-2019.pdf</a>
<b>In-text citation</b>	Mehta (2019) stated that fashion trends . . . or . . . these new attitudes may help control fashion consumption (Mehta, 2019).

**Newspaper Article (Internet)**

The format for more than one author is the same for all sources including journal articles, therefore, refer to the examples for books in this guide.

<b>Reference list</b>	<i>In most cases, a URL/ database name is not required. The reference will appear the same as for print.</i>  Berkovic, N. (2009, March 31). Handouts may not be sent: Tax office seeks quick resolution of High Court challenge. <i>The Australian</i> , p. 5.  <a href="https://theaustralian.com.au/taxofficehighcourt/2020/Mar/21/taxes">https://theaustralian.com.au/taxofficehighcourt/2020/Mar/21/taxes</a>
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<b>In-text citation</b>	<p>Berkovic (2009) explained that handouts . . .</p> <p>or</p> <p>It was suggested that handouts may not be sent (Berkovic, 2009).</p>
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### *Australian Bureau of Statistics*

<b>Reference list</b>	<p>Australian Bureau of Statistics. (2000, November). <i>Use of the internet by householders</i>, Australia (no. 8147.0).</p> <p><a href="https://www.abs.gov.au/ausstats/abs@.nsf/productsbytopic/AE8E67619">https://www.abs.gov.au/ausstats/abs@.nsf/productsbytopic/AE8E67619</a></p>
<b>In-text citation</b>	<p>The Australian Bureau of Statistics (2000) found that . . .</p> <p>or</p> <p>. . . was shown in the census information (Australian Bureau of Statistics, 2000).</p>

### *Reports (Internet)*

<b>Reference list</b>	<p><b>Government report with group author:</b></p> <p>Department of Health and Ageing. (2008). <i>Ageing and aged care in Australia</i> (Publication No. P3-4147).</p> <p><a href="http://www.health.gov.au/internet/main/publishing.nsf/Content/BFE46">http://www.health.gov.au/internet/main/publishing.nsf/Content/BFE46</a></p> <p><b>Non-government report with individual authors:</b></p> <p>Este, J., Warren, C., Connor, L., Brown, M., Pollard, R., &amp; O'Connor, T. (2008). <i>Life in the clickstream: The future of journalism</i>. Media Entertainment and Arts Alliance.</p> <p><a href="http://www.alliance.org.au/documents/foj_report_final.pdf">http://www.alliance.org.au/documents/foj_report_final.pdf</a></p>
<b>In-text citation</b>	<p>The Department of Health and Ageing (2008) reported that . . .</p> <p>Este et al. (2008) suggest that...</p> <p>or</p> <p>...was shown in the report (Department of Health and Ageing, 2008).</p> <p>...it is necessary to develop . . . (Este et al., 2008).</p>

**Image on the Internet**

<b>Reference list</b>	<p><i>An offering to the ocean in La Punta, Peru</i> [photograph]. (2009, May 19).  <a href="http://www.smh.com.au/snapshots/">http://www.smh.com.au/snapshots/</a></p> <p>Frith, J. (1968, April 2). <i>It's on again</i> [Political cartoon]. Museum of Democracy Old Parliament House. <a href="https://frith.moadoph.gov.au/the-cartoons/14-">https://frith.moadoph.gov.au/the-cartoons/14-</a></p>
<b>In-text citation</b>	<p>In the above image (<i>An offering to the ocean in La Punta, Peru</i>, 2009) it can be seen. . .</p> <p>Frith (1968) illustrates through his artwork . . .</p> <p>or</p> <p>The cartoon (Frith, 1968) clearly shows the tension between political parties. . .</p> <p><i>An Offering to the Ocean in La Punta, Peru</i> (2009) shows. . .</p>

**Video recording or Television broadcast**

Use descriptors such as [Film], [TV series], [TV series episode].

<b>Reference list</b>	<p>Hall, B. (Writer), &amp; Bender, J. (Director). (1991, October 15). Rules of the game (Season 1, Episode 3) [TV series episode]. In J. Falsey (Executive Producer), <i>I'll fly away</i>. Brand-Falsey Productions; Lorimar Television.</p>
<b>In-text citation</b>	<p>Hall and Bender (1991) examined the rules . . .</p> <p>or</p> <p>The rules . . . (Hall &amp; Bender, 1991).</p>

**Video from the Internet**

<b>Reference list</b>	<p>Norton, R. (2006, November 4). How to train a cat to operate a light switch [Video]. YouTube. <a href="http://www.youtube.com/watch?v=Vja83KLQXZs">http://www.youtube.com/watch?v=Vja83KLQXZs</a></p>
<b>In-text citation</b>	<p>Norton (2006) showed that a cat can be trained . . .</p> <p>or</p> <p>Training a cat requires . . . (Norton, 2006).</p>

**Webpage on a Website**

<b>Reference list</b>	QLD Government Health. (n.d.). <i>Qld Health organisation chart</i> . Retrieved January 24, 2020, from <a href="https://www.health.qld.gov.au/about/govhealth/Pages/chart.aspx">https://www.health.qld.gov.au/about/govhealth/Pages/chart.aspx</a>
<b>In-text citation</b>	Qld Government Health (n.d.) has implemented . . . or Government bodies have been given the task . . . (Qld Government Health, n.d.).

When referencing webpages it is recommended that you include the following elements:

- Author/editor/compiler
- Date
- Title
- Name of website
- Retrieval date if the source could change over time, e.g. site subject to content changes, Facebook page, etc.
- URL

