APA Style Guide

7th edition

With notes for EndNote

AVONDALE LIBRARIES

INFORMATION. INNOVATION. INTEGRATION.

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Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
1. One Author	Surname, Initial. (Year). *Title.* Publisher. (Surname, Year)	Stanton, B. (2015). *Humans of New York: Stories.* St. Martin's Press. (Stanton, 2015)	Reference type: **Book** Author Year Title Publisher	If an author has more than one initial, you must include them e.g. Lewis, C. S.
2. Two authors	Surname, Initial., & Surname, Initial. (Year). *Title: Include a subtitle if there is one.* Publisher. (Surname1 & Surname2, Year)	Edelman, S., & Remond, L. (2017). *Good thinking: A teenager's guide to managing stress and emotion using CBT.* HarperCollins. (Edelman & Remond, 2017)	Reference type: **Book** Author1 Author2 (on a separate line) Year Title Publisher	Use an ampersand (**&**) rather than 'and.'
3. Three to 20 authors	Surname1, Initial., Surname2, Initial., Surname3, Initial., Surname4, Initial., Surname5, Initial., Surname6, Initial., & Surname7, Initial. (Year). *Title: Include a subtitle if there is one.* Publisher. (Surname1 et al., Year)	List all authors in reference list. Cite only the first author, followed by et al. (Smith et al., 2017)	Reference type: **Book** Author1 (all authors on separate lines) Author2 Author3, etc… Year Title Publisher	List ALL authors

Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
4. 21 or more authors	Surname1, Initial., Surname2, Initial., Surname3, Initial., Surname4, Initial., Surname5, Initial., Surname6, Initial., Surname7, Initial., Surname8, Initial., Surname9., Initial., Surname10., Initial., Surname19, Initial., . . . Surname21, Initial. (Year). *Title: Include a subtitle if there is one.* Publisher. (Surname1 et. al., Year)	When there are 21 or more authors, include the first 19 authors' names, insert an ellipsis and then add the final author's name. (Churchill et al., 2011, p. 36)	Reference type: **Book** Author1 (all authors listed on separate lines) Author2 Author3, etc. Year Title Publisher	In your reference list, include the first 19 authors' names, then insert an ellipsis and add the last author's name. This is an ellipsis: **. . .**
5. No author or editor	*Title: Include a subtitle if there is one.* (Year). Publisher. (*Title*, Year).	*Mosby's medical dictionary.* (2009). Mosby/Elsevier. (*Mosby's medical dictionary*, 2009).	Reference type: **Book** Title Year Publisher	As there is no author, the title appears in the author position.
6. An edition other than the first	Surname, Initial. (Year). *Title* (Ordinal number ed.). Publisher. (Surname, Year)	Baum, F. (2016). *The new public health* (4th ed.). Oxford University Press. (Baum, 2016)	Reference type: **Book** Author Year Title Publisher Edition (as an ordinal number- do not include ed.)	**An ordinal number is** a number defining the position of something in a series, e.g. 1st, 2nd, 3rd, 4th. **4th** ed. NOT **4th** ed. Remove the superscript

Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
7. Corporate author	Corporate author name. (Year). *Title.* Publisher. URL (Corporate author name, Year)	Department of Education. (2017). *New guidelines.* https://www.education.gov.au/newguidelines (Department of Education, 2017)	Reference type: **Book** Author (Corporate author name) Year Title Publisher (omit if the publisher is the same as the author)	Put a comma directly after the author's name in Endnote.
8. Edited book	Surname, Initial. (Ed.). (Year). *Title.* Publisher. (Editor Surname, Year)	O'Higgins Norman, J. (Ed.). (2014). *Education matters: Readings in pastoral care for school chaplains, guidance counsellors and teachers.* Veritas. (O'Higgins Norman, 2014)	Reference type: **Edited book** Editor/s (if more than one list on separate lines) Year Title Publisher	Ed. = One editor Eds. = More than one editor
9. Single volume in a multi-volume work	Surname, Initial. (Ed.). (Year). *Title of volume: Vol. no. Title of series.* Publisher. (Surname, Year)	Ward, A.W., & Waller, A. R. (Eds.). (1932). *The Cambridge history of English literature: Vol. 2. The end of the Middle Ages.* University Press. (Ward & Waller, 1932).	Reference type: **Edited book** Editor/s Year Full title info Publisher	

Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
10. Item from encyclopedia or dictionary with author	Surname, Initial. (Year). Title of article. In Initial. Surname (Ed.), *Encyclopedia title* (ed. If needed). Publisher. URL (Surname, Year)	Graham, G. (2019). Behaviourism. In E. N. Zalta (Ed.)., *The Stanford encyclopedia of philosophy* (Summer 2019 ed.). Stanford University. https://plato.stanford.edu/archives/sum2019/ (Zalta, 2019)	Reference type: **Book section** Author/s Year Title (of article) Editor/s Edition (if required) Book title Publisher URL	
11. Item from encyclopedia or dictionary without an author	Title of article. (Year). Initial. Surname (Ed.), *Encyclopedia title* (pp. numbers). Publisher. (“Title,” Year)	German army. (1984). In J. Keegan (Ed.), *The Rand McNally encyclopedia of World War II* (pp. 99-102). Colporteur Press. (“German army,” 1984, p. 101)	Reference type: **Book section** Author (this is the title of article with a comma directly after it) Year Editor Book title Pages Publisher	Manually add speech marks to in-text reference prior to submitting if needed.
12. Book in a series	Surname, Initial. (Year). *Title.* Publisher. DOI if required (Surname, Year)	Nicholas, P. (2004). *Soil, irrigation and nutrition.* South Australian Resource and Development Institute. (Nicholas, 2004)	Reference type: **Book** Author Year Title of work Institution	

Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
13. Article or chapter in an edited book	Surname, Initial. (Year). Title of book chapter. In Initial. Surname (Ed.), *Name of book* (page range of chapter). Publisher. (Surname, Year)	Lett, W. (1989). Creativity and giftedness. In P. Langford (Ed.), *Educational psychology* (pp. 64- 89). Longman Cheshire. (Lett, 1989)	Reference type: **Book section** Author of chapter Year Title of chapter Editor of book Book title Publisher Pages	
14. A book or article that is quoted in another source – a secondary source	You have read a journal article written by George Parker. In the article, George Parker includes a quote from a book authored by James Little (which you have not used in your own research). You would like to include James Little's quote in your own paper, but you do not have access to his book, *Short problems.* Include the journal in your reference list and refer to the book in your citation.	For example: Little mentions in his book *Short problems* that "many people have issues with being too short" (as cited in Parker, 2009). The journal article by George Parker must be in your reference list.		Insert a citation as normal and then go to Edit and manage citations. Add the words "as cited in" to the Prefix of the citation. Make sure you put a space after 'in'.
15. Classic works (Bible)	Version used. (Year). Publisher. URL if needed (Original work published Year)	*King James Bible*. (2017). Remnant. (Original work published 1769) (King James Bible, 1769/2017, 1 Cor. 13:1)	Reference type: **Book** Year Title Publisher URL (if required) Original publication	

Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
16. Commentary	Surname, Initial. (Year). Title. In Initial. Surname (Ed.), *Title of commentary* (Vol. no. Title, pages). Publisher. (Surname, Year).	Longnecker, R. N. (1981). Acts. In F. E. Gæbelein (Ed.), *The expositor's Bible commentary with the New International Version* (Vol. 9. John and Acts, pp. 205-573). Zondervan. (Longnecker, 1981)	Reference type: **Book section** Author Year Title Editor Book title Place published Publisher Volume (enter name and number here) Pages	
17. Unpublished Dissertation	Surname, Initial. (Year). *Title* [Unpublished doctoral dissertation]. University name. (Surname, Year)	Wilfley, D. E. (1989). *Interpersonal analyses of bulimia: Normal-weight and obesity* [Unpublished doctoral dissertation]. University of Missouri. (Wilfley, 1989)	Reference type: **Unpublished work** Author Year Title of work Institution Type of work	Select Unpublished Work as the Reference Type. Enter '**Unpublished doctoral dissertation**' in the Type of Work field.
18. Unpublished Manuscript	Surname, Initial. (Year). *Title.* [Unpublished manuscript]. Department, University name. (Surname, Year)	Blackwell, E., & Conrod, P. J. (2003). *A five-dimensional measure of drinking motives* [Unpublished manuscript]. Department of Psychology, University of British Columbia. (Blackwell & Conrod, 2003, p.5)	Reference type: **Unpublished work** Author/s Year Title of work Institution Type of work	Enter '**Unpublished manuscript'** in the Type of Work field

Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
19. Translated book	Surname, Initial. (Year). *Title* (Initial. Surname, Trans.). Publisher. (Original work published Year) (Surname, Year)	Bringmann, K. (2007). *A history of the Roman republic* (W. J. Smyth, Trans.). Polity Press. (Original work published 2002) (Bringmann, 2007)	Reference type: **Book** Author Year Title Publisher Translator	Include (**Original work published** and the **year**) in the publisher field.
20. Published conference proceedings	Surname, Initial. (Year). Title. In Initial. Surname (Ed.), *Title of book.* Paper presented at The Conference Name, Where it was held, State or Country, Day and Month conference was held (page range). City or Suburb of Publication, State or Country of Publication: Publisher. (Surname, Year)	Wilkinson, R. (1999). Sociology as a marketing feast. In M. Collis, L. Munro, & S. Russell (Eds.), *Sociology for the New Millennium.* Paper presented at The Australian Sociological Association, Monash University, Melbourne, 7-10 December (pp. 281-289). Churchill, Australia: Celts. (Wilkinson, 1999)	Reference type: **Book section** Author/s Year Title Editor/s Book title Publisher	Include this information in the publisher field: Paper presented at The Conference Name, Where it was held, State or Country, Day and Month conference was held (page range). City or Suburb of Publication, State or Country of Publication.

Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
21. Unpublished conference proceedings	Surname, Initial. (Year, Month conference held). *Title.* Paper presented at the Conference Name, City or Suburb of Conference, State or Country of Conference. (Surname, Year)	Gidley, V. (2000, October). *Working together to make the dream a reality.* Paper presented at the ATSIM Indigenous Health Conference, Wahroonga, Australia. (Gidley, 2000)	Reference type: **Conference proceedings** Author Year (include month and day here) Title Conference name (include **Paper presented at the** before conference name) Conference location	To remove 'October, go to Edit & Manage Citations in Word, exclude date, and type '2000' in suffix. Put a space before 2000. Manually add italics for paper title
22. Magazine or newspaper article	Surname, Initial. (Year, Month Day). Title of article. *Title of Magazine, volume*(issue if given), pages. URL if needed (Surname, Year)	Tolson, J. (2005, October 4). The battle that changed the world. *U.S. News and World Report, 139*, 56–65. (Tolson, 2005, p. 60)	Reference type: **Magazine article** Author Year, Month Title of article Title of Magazine Volume Issue Pages	To remove 'October', go to Edit & Manage Citations in Word, exclude date, and type '2005' in suffix. Put a space before 2005.

Print	Template: reference list & in-text	Examples: Reference list and in-text	Endnote fields	Notes
23. Pamphlet	Surname, Initial. (Year). *Title* [Pamphlet]. Publisher. (Surname, Year)	Gable, S. (2008). *Nurturing children's talents* [Pamphlet]. University of Missouri. (Gable, 2008)	Reference type: **Web page** Author Year Title Publisher (**[Pamphlet].** and publisher here) URL	
24. Brochure	Surname, Initial. (Year). *Title* [Brochure]. URL (Surname, Year)	California Board of Psychology. (2005). *For your peace of mind* [Brochure]. http://www.Psychboard.ca.gov/formspubs/brochure.pdf (California Board of Psychology, 2005)	Reference type: **Web page** Author Year Title Publisher (include **[Brochure]** here) URL	
25. Map, graph, table or chart	Surname, Initial. (Year). Title [Format]. Publisher. (Surname, Year).	Magocsi, P. R. (2003). *Population movements, 1944-1948* [Map]. University of Washington Press. (Magocsi, 2003)	Reference type: **Web page** Author Year Title Publisher (include format e.g. **[Map].** and publisher here) URL	Format = map, graph, table, chart, etc.

Electronic	Template	Examples: references and in-text	Endnote fields	Notes
26. One author	Surname, Initial. (Year). Title of article. *Title of Journal, volume*(issue), pages. DOI or URL (Surname, Year)	Crispin, G. (1996). Trial by fire. *Pottery in Australia, 35*(3), 8-10. https://doi.org/10.1137.rrv0000126 (Crispin, 1996)	Reference type: **Journal article** Author Year Title of article Title of Journal Volume Issue Pages DOI or URL	
27. Two authors	Surname1, Initial., & Surname2, Initial. (Year). Title of article. *Title of Journal, volume*(issue), pages. DOI or URL (Surname1 & Surname2, Year)	Watts, M., & Walstad, W. (2010). Economic education in an international context. *Journal of Economic Education, 41*(4), 410. https://doi.org/10.1137.rrv0000126 (Watts & Walstad, 2010)	Reference type: **Journal article** Author1 (all authors on separate lines) Author2 Year Title of article Title of Journal Volume Issue Pages DOI or URL	
28. 3-20 authors	List all authors (Surname1 et al., Year)	O'Connell, P., Pepler, D., & Craig, W. (1999). Peer involvement in bullying: Insights and challenges for intervention. *Journal of Adolescence, 22*(4), 437-452. https://doi.org/10.1137.rrv0000126	Reference type: **Journal article** Author1 (all authors on separate lines)	

		(O'Connell et al., 1999, p. 432)	Author2 Author3, etc… Year Title of article Title of Journal Volume Issue Pages DOI or URL	
29. 21+ authors	List first 19 authors, then . . . Last Surname, Initial. (Year). Title of article. *Title of Journal, volume*(issue), pages. DOI or URL (Surname1 et al., Year)	Liu, Y., Zhou, J., Yang, H., Yao, W., Bu, W., Yang, B., Brown, W., Black, T., Baker, M., Cox, A., Cox, E., Blake, K., Threadgate, R., Boatswain, E., Hemingway, L., Price, E., Baker, Y., Melville, E., David, R., . . . Wang, X. (2007). Susceptibility and transmissibility of pigeons to Asian lineage highly pathogenic avian influenza virus subtype H5N1. *Avian Pathology*, *36*(6), 461-465. https://doi.org/10.1137.rrv0000126 (Liu et al., 2007, p. 463)	Reference type: **Journal article** Author1 (all authors on separate lines) Author2 Author3, etc… Year Title of article Title of Journal Volume Issue Pages DOI/URL	List ALL the authors. EndNote will arrange these in the correct format for you.
30. No author named	Title of article. (Year). *Title of Journal, volume*(issue), pages. DOI or URL	A rose is a rose is a rose: Bullying in all of its disguises. (2011). *Journal of Psychosocial Nursing & Mental Health Services, 49*(10), 6-7. https://doi.org/10.1137.rrv0000126 ("A rose is a rose is a rose," 2011, p. 6)	Reference type: **Journal article** Year Title of article Title of Journal Volume Issue	

	("Title of article," Year)		Pages DOI/URL	
31. Research report	Author. (Year). *Title.* URL (Author, Year)	Australian Government Productivity Commission & New Zealand Productivity Commission. (2012). *Strengthening trans-Tasman economic relations.* https://www.pc.gov.au/inquiries/completed/australia-new-zealand/report/trans-tasman.pdf (Australian Government Productivity Commission & New Zealand Productivity Commission, 2012)	Reference type: **Web page** Author Year Title URL	
32. Article from an online periodical	Surname, Initial. (Year). Title of article. *Title of Journal, volume*(issue), pages. URL or DOI (Surname, Year)	Petrys, D. (2011). Ensuring vaccine safety. *Health Voices, 9*(10), 12. https://www.dhf.org.au//Hepdfs/chf/Voices-October-2011.pdf (Petrys, 2011, p. 12)	Reference type: **Electronic article** Author/s Year Title of article Periodical title- title of journal Volume Issues Pages URL/DOI	
33. Article from a Nursing database	Surname, Initial. (Year). Title. *Title of Database.* URL (Surname, Year)	Komusky, J., & Schub, T. (2013). Abdominal aortic aneurysm. *CINAHL Nursing Guide*. http://ezproxy.rasmussen.edu/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=nup&AN=T704248&site=eds-live (Komusky & Schub, 2013)	Reference type: **Web page** Author Year Title Publisher (Database title goes here)	Remove italics from title of article.

	(Surname, Year)		URL	
34. Electronic book	Surname, Initial. (Year). *Title.* Publisher if no DOI or URL. DOI or URL (Surname, Year)	Storey, K. (2004). *Functional metabolism: Regulation and adaptation*. http://site.ebrary.com/lib/avondale/docDetail.action?docID=10114132 (Storey, 2004)	Reference type: **Electronic book** Author/s Year Title URL	
35. Electronic book from an academic research database	Surname, Initial. (Year). *Title*. Publisher (Surname, Year)	Burgess, R. (2019). *Rethinking global health: Frameworks of power*. Routledge. (Burgess, 2019)	Reference type: **Electronic book** Author/s Year Title Publisher (database title goes here)	
36. Online Dictionary	Author. (Year). Entry title. In *Title.* Retrieved Month Day, Year, from URL (Author, Year)	American Psychological Association. (n.d.). Positive transference. In *APA dictionary of psychology*. Retrieved August 31, 2019, from https://www.merriam-webster/dictionary/self-report (American Psychological Association, n.d.)	Reference type: **Web page** Author Year Title Publisher (include the word **In** and make the title italicised) Access date URL	

37. Dissertation or thesis from a database	Surname, Initial. (Year). *Title* (Publication No.). [Type of dissertation, University name]. Database. (Surname, Year)	Hollander, M. M. (2017). *Resistance to authority: Methodological innovations and new lessons from the Milgram experiment* (Publication No. 10289373) [Doctoral dissertation, University of Wisconsin-Madison]. ProQuest Dissertations and Theses Global. (Hollander, 2017)	Reference type: **Thesis** Author Year Title University Document number Name of database	Manually add square bracket around degree and University if required
38. Dissertation or thesis published online (not in a database)	Surname, Initial. (Year). *Title* [Type of dissertation, University name]. Name of website. URL (Surname, Initial)	Hutcheson, V. H. (2012). *Dealing with dual differences* [Master's thesis, The College of William & Mary]. William & Mary Digital Archive. https://digitalarchive.wm.edu/bitstream/handle/10288/16594/HutchesonVirginia2012.pdf (Hutcheson, 2012)	Reference type: **Thesis** Author Year Title University Name of database URL	Manually add square bracket around degree and University if required
39. Informally published work from ERIC database	Surname, Initial. (Year). *Title.* ERIC. URL	Ho, H. (2014). *Teacher preparation for early childhood special education in Taiwan* (ED545393). ERIC. https://files.eric.ed.gov/fulltext/ED545393.pdf	Reference type: **Thesis** Author Year Title Document number URL Name of database	Manually remove **'publication number'**
40. Brochure	Surname, Initial. (Year). *Title*	California Board of Psychology. (2005). *For your peace of mind* [Brochure]. http://www.Psychboard.ca.gov/formspubs/brochure.pdf	Reference type: **Web page**	

	[Brochure]. URL (Surname, Year)	(California Board of Psychology, 2005)	Author Year Title Publisher (**[Brochure]** to go here) URL	
41. Press Release	Surname, Initial. (Year, Month Day). *Title* [Press Release]. URL (Surname, Year)	NSW Department of Primary Industries. (2008, November 14). *NSW helps Tasmania put the lid on foxes* [Press release]. http://dpi.nsw.gov.au (NSW Department of Primary Industries, 2008, para. 5)	Reference type: **Press Release** Author Year (month, day) Title Type of Work URL	To remove 'November 14', go to *Edit & Manage Citations* in Word, exclude date, and type '2008' in suffix. Put a space before 2008.
42. Map, graph, table or chart	Author. (Year). *Title* [Format]. Publisher. URL (Surname, Year).	Cable, D. (2013). *The racial dot map* [Map]. University of Virginia, Weldon Cooper Center for Public Service. https://demographics.coopercenter.org/Racial-Dot-Map (Cable, 2013).	Reference type: **Web page** Author Year Title Publisher (include **[Map].** here) URL	Format = map, graph, table, chart, etc.

Web	Template	Examples: references & in-text	Endnote fields	Notes
43. Webpage	Author. (Year, Month and day if available). *Title*. URL (Author, Year)	World Health Organization. (2018, March). *Questions and answers on immunization and vaccine safety.* https://www.who.int/features/qa/84/en/ (World Health Organization, 2018)	Reference type: **Webpage** Author/s Year Title URL	Do not put a full stop at the end of the URL Remove the month from your in-text citations
44. Webpage with author but no date	Surname, Initial. (n.d.). *Title.* Website name. URL (Surname, Year)	Field, E. M. (n.d.). *Bully blocking.* Bullying. http://www.bullying.com.au (Field, n.d.)	Reference type: **Webpage** Author/s **n.d.** in Year field Title Publisher (name of website) URL	**n.d.** stands for "no date"
45. Entire website	When citing an entire website (and not a specific document on that site), no Reference List entry is required if the address for the site is given in the text of your paper.	e.g. *"The Australian Institute of Architects* enhances the professional standards of architects and provides support and encouragement to its members (http://www.architecture.com.au/)."	n/a	
46. Image from a webpage with date and creator of image	Surname, Initial. (Year). Name of image [Photograph]. Website name. URL (Surname, Year)	Eisele, I. (2014). Lady in hat [Photograph]. Ilse Eisele. http://www.ilseeisele.com/Portraits/Portraits/i-4mbd7h8/A (Eisele, 2014)	Reference type: **Web page** Author (artist goes here) Year Title Publisher (**[Photograph].** Website name goes here) URL	Include the format, e.g. photograph, image, painting, etc. in square brackets.

Web	Template	Examples: references & in-text	Endnote fields	Notes
47. Internet document – no date or author	Title of article. (n.d.). Retrieved Month Day from URL (“Title,” n.d.)	GVU’s 8th WWW user survey. (n.d.). Retrieved May 2, 2019, from http://www.cc.gatech.edu/gvu/user_surveys/survey-1997-10/ (“GVU’s 8th WWW user survey,” n.d., para.2)	Reference type: **Webpage** Title Year (n.d.) Access date (Month Day, Year) URL	Please consider if this is an appropriate scholarly resource.
48. Online forum or discussion board posting	Surname, Initial. (Year, Month Year). *Title of post* [Online forum post]. Website. URL (Surname, Year)	Frook, B. D. (1999, July 23). *New inventions in the cyberworld of toylandia* [Online forum post]. Earthlink. http://groups.earthlink.com/forum/messages/25.html (Frook, 1999)	Reference type: **Web page** Author Year (Month and Day) Title Publisher (include **[Online forum post]**.) URL	To remove ‘July 23’, go to *Edit & Manage Citations* in Word, exclude date, and type ‘1999’ in suffix. Put a space before 1999.
49. Blog post	Name. (Year, Month Day). Title. *Website.* URL. (Name, Year)	Klymkowsky, M. (2018, September 15). Can we talk scientifically about free will? *Sci-Ed.* https://blogs.plos.org/scied/2018/09/15/can-we-talk-scientifically-about-free-will/ (Klymkowsky, 2018)	Reference type: **Blog** Author (may be a screen name) Year (include month and day) Title of entry Title of Weblog URL	Manually remove month and day from in-text citations.
50. PowerPoint slides	Surname, Initial. (Year). *Title of presentation* [PowerPoint slides]. Moodle. URL (Surname, Year)	Heise, L. (2010). *Christian living* [PowerPoint slides]. Moodle. http://moodle.avondale.edu/au/view.php?id=997 (Heise, 2010)	Reference type: **Web page** Author Year Title (italicise) Publisher (**[PowerPoint slides]. Moodle**) goes here URL	

Web	Template	Examples: references & in-text	Endnote fields	Notes
51. Google maps	Google. (n.d.). [Google Maps directions for City, Country to City, Country]. Retrieved Month Day, Year, from URL (Google, n.d.)	Google. (n.d.). [Google Maps directions for driving from Ingolstadt, Germany, to Geneva, Switzerland]. Retrieved September 28, 2018, from https://goo.gl/maps/ILt80 (Google, n.d.)	Reference type: **Web page** Author (Google) Year (n.d.) Title (in square brackets) URL	Manually remove italics in title before submitting
52. Youtube	Publisher. (Year, Month Day). *Title* [Video]. YouTube. URL (Publisher, Year)	Insanity88. (2007, March 13). *Arranged marriage funny commercial* [Video]. YouTube. http://www.youtube.com/watch?v=b5HLsvwLPpQ&feature=context-vrec (Insanity88, 2007)	Reference type: **Web page** Author Date (include month and day) Title Publisher (**[Video]. YouTube** goes here) URL	Adjust Endnote fields in-text so that only name and date (not month and day) are showing.
53. Podcast	Surname, Initial. (Producer or Host). (Year, Month Day). Title (No. of episode) [Audio podcast episode]. In Podcast title. URL (Surname, Year)	Van Nuys, D. (Producer). (2007, December 19). Shrink rap radio (No. 45) [Audio podcast episode]. In *Shrink rap radio*. http://www.shrinkrapradio.com/ (Van Nuys, 2007)	Reference type: **Podcast** Author Year (month, day) Title of podcast Title of show Number Type (Audio podcast episode) URL	Adjust Endnote fields in-text so that only Producer name and date are showing.

Web	Template	Examples: references & in-text	Endnote fields	Notes
54. Wikipedia entry	Title of article. (Year, Month Day). In *Wikipedia.* URL ("Title of article," Year)	Global warming. (2009, January 1). In *Wikipedia.* http://en.wikipedia.org/wiki/Global_warming ("Global warming," 2009)	Reference type: **Web page** Year (Month, Day) Title Publisher (use italics) URL	Due to the nature of a wiki, there is no author listed, so the entry title goes in place of the author. Manually add **'In'** before the word Wikipedia before submitting
55. Tweet	Author [Twitter handle]. (Year, Month Day). *Title* [Tweet]. Twitter. URL (Author, Year).	Badlands National Park [@BadlandsNPS]. (2018, February 26). *Biologists have identified more than 400 different plant species growing in @BadlandsNPS #DYK #biodiversity* [Tweet]. Twitter. https://twitter.com/BadlandsNPS/status/968196500412133379 (Badlands National Park, 2018)	Reference type: **Web page** Author (include Twitter handle) Year (Month, Day) Title Publisher (include **[Tweet]. Twitter** here) URL	Remove day and month from in-text reference. Remove full stop after title if needed.
56. Twitter profile	Author [Twitter handle]. (n.d.). *Tweets* [Twitter profile]. Retrieved Month Day, Year, from URL (Author, n.d.)	APA Style [@APA_Style]. (n.d.). *Tweets* [Twitter profile]. Retrieved November 1, 2019, from https://twitter.com/APA_Style (APA Style, n.d.)	Reference type: **Web page** Author Year **(n.d.)** Title Publisher (include **[Twitter profile]** here) Access date (Month Day, Year) URL	Remove full stop after title if needed.

Web	Template	Examples: references & in-text	Endnote fields	Notes
57. Facebook post	Author. (Year, Month Day). *Title* [Video]. Facebook. URL (Author, Year)	News From Science. (2018, June 26). *These frogs walk instead of hop: https://scim.ag/2KlriwH* [Video]. Facebook. https://www.facebook.com/ScienceNOW/videos/10155508587605108/ (News From Science, 2018)	Reference type: **Web page** Author Year (Month, Day) Title Publisher (include **[Video/Post]. Facebook** here) URL	Remove day and month from in-text reference. Remove full stop after title if needed.
58. Facebook page	Author. (n.d.). *Home* [Facebook page]. Facebook. Retrieved Month Day, Year from URL (Author, n.d.)	Smithsonian's National Zoo and Conservation Biology Institute. (n.d.). *Home* [Facebook page]. Facebook. Retrieved July 22, 2019, from https://www.facebook.com/nationalzoo (Smithsonian's National Zoo and Conservation Biology Institute, n.d.)	Reference type: **Web page** Author Year **(n.d.)** Title Publisher (include **[Facebook page]. Facebook** here) Access date (Month Day, Year) URL	Remove full stop after title if needed.
59. TED talk	Surname, Initial. (Year, Month). *Title* [Video]. TED Conference. URL (Surname, Year)	Giertz, S. (2018, April). *Why you should make useless things* [Video]. TED Conferences. https://www.ted.com/talks/simone_giertz_why_you_should_make_useless_things (Giertz, 2018)	Reference type: **Web page** Author Year (Month) Title Publisher (include **[Video]. TED Conferences** here) URL	Remove month from in-text reference. Remove full stop after title if needed.

Web	Template	Examples: references & in-text	Endnote fields	Notes
60. Clip art or stock image	Author. (Year). *Title* [Clip art]. Website name. URL (Author, Year)	GDJ. (2018). *Neural network deep learning prismatic* [Clip art]. Openclipart. https://openclipart.org/detail/309343/neural-network-deep-learning-prismatic (GDJ, 2018)	Reference type: **Web page** Author Year Title Publisher (include **[Clipart].** and publisher here) URL	Remove full stop after title if needed.

Audiovisual	**Template**	**Examples: referencing & in-text**	**Endnote fields**	**Notes**
61. Film or video	Surname, Initial. (Director). (Year). *Title* [Film]. Production company. (Surname, Year)	Forman, M. (Director). (1975). *One flew over the cuckoo's nest* [Film]. United Artists. (Forman, 1975)	Reference type: **Film or broadcast** Director Title Year released Include **Director). (year** Distributor Medium	
62. TV series	Surname, Initial. (Executive Producers). (Year/s). *Title* [TV series]. Production company; Channel aired. (Surname, Year)	Simon, D., Colesberry, R. F., & Kostroff Noble, N. (Executive Producers). (2002-2008). *The wire* [TV series]. Blown Deadline Productions; HBO. (Simon, et al., 2002-2008)	Reference type: **Film or Broadcast** Director Year Title Distributor Medium	Manually add roles (e.g. Executive Producers) in reference list

Audiovisual	Template	Examples: referencing & in-text	Endnote fields	Notes
63. Episode from a TV series	Surname, Initial. (Writer), & Surname, Initial. (Director). (Year, Month Day). Title of episode (Season, Episode) [TV series episode]. In Initial. Surname (Producer), *Title of TV series.* Publisher. (Surname of writer & Surname of director, Year)	Barris, K. (Writer & Director). (2017, January 11). Lemons (Season 3, Episode 12) [TV series episode]. In K. Barris, J. Groff, A. Anderson, E. B. Dobbins, L. Fishburne, & H. Sugland (Executive Producers), *Black-ish*. Wilmore Films; Artists First; Cinema Gypsy Productions; ABC Studios. (Barris, 2017)	Reference type: **Television episode** Producer Year (Month, day) Title Series Director Episode Title Distributor Episode No. Season	Manually remove month and day from in-text citation Manually add roles (e.g. Writer & Director) in reference list
64. Radio broadcast	Surname, Initial. (Year, Month Day). *Title* [Radio broadcast]. Publisher. URL (Surname, Year)	Murrow, E. R. (1940, September 13). *The bombing of London* [Radio broadcast]. WCBS. https://wcbs.com (Murrow, 1940)	Reference type: **Film or Broadcast** Director Year released (include month and day) Title Distributor Medium (**Radio broadcast**) URL	Adjust Endnote fields in-text so that only name and date (not month and day) are showing.

Audiovisual	**Template**	**Examples: referencing & in-text**	**Endnote fields**	**Notes**
65. Software	Programmer. (Year). *Name of software* (Version of software) [Computer software]. Company that produces it. URL (Surname, Year)	Borenstein, M., Hedges, L., Higgins, J., & Rothstein, H. (2014). *Comprehensive meta-analysis* (version 3.3.070). [Computer software]. Biostat. https://www.meta-analysis.com/ (Borenstein et al., 2014)	Reference type: **Computer program** Programmer Year Title Type Version Publisher URL	Reference entries are not necessary for standard software and programming languages, such as Microsoft Word, Excel, or PowerPoint. In text, give the proper name of the software, along with the version number. Manually remove the word **'In.'**
66. Audio recording	Artist name. (Year). Title [Song]. On *Name of album*. Producer. (Surname, Year, track no.)	Beyonce. (2016). Formation [Song]. On Lemonade. Parkwood; Columbia. (Beyonce, 2016)	Reference type: **Music** Composer (artist name) Year Title Album title Publisher Form of item	

Audiovisual	**Template**	**Examples: referencing & in-text**	**Endnote fields**	**Notes**
67. Mobile app	Author. (Year). *Title* (Version) [Mobile app]. Website name. URL (Author, Year)	Epocrates. (2019). *Epocrates medical references* (Version 18.12) [Mobile app]. App Store. https://itunes.apple.com/us/app/epocrates/id281935788?mt=8 (Epocrates, 2019)	Reference type: **Computer program** Programmer Year Title Publisher (include **[Mobile app]. App Store** here) Version URL	Manually remove the word 'In.'

Legal & Government materials	**Template**	**Examples: referencing & in-text**	**Endnote fields**	**Notes**
68. Quality Standards	Organisation That Made the Standard. (Year). *Title* (**Standard No.** ???). URL (Organisation, Year)	International Organization for Standardization. (2016). *Occupational health and safety management systems- Requirements with guidance for use* (ISO/DIS Standard No. 45001). https://www.iso.org/standard/63787.html (International Organisation for Standardisation [ISO], 2016) (ISO, 2016)	Reference type: **Web page** Author (corporate author) Year Title Publisher (include ISO/DIS standard no. here in brackets) URL	
69. Board of Studies curriculum	Corporate author. (Year). *Title*. URL (Organisation, Year)	Board of Studies, Teaching and Educational Standards NSW (BOSTES). (2012). *NSW Syllabus for the Australian curriculum English K – 10.* http://syllabus.bostes.nsw.edu.au/english/english-k10/ (Board of Studies, Teaching and Educational Standards NSW [BOSTES], 2012) (BOSTES, 2012)	Reference type: **Webpage** Author Year Title (include subtitle if required) URL	

Legal & Government materials	**Template**	**Examples: referencing & in-text**	**Endnote fields**	**Notes**
70. Government Report	Corporate author name. (Year). *Title* (Publication No.). Publisher if different to author. URL (Author, Year)	U.S. Department of Health and Human Services. (1992). *Pressure ulcers in adults: Prediction and prevention* (AHCPR Publication No. 92-0047). https://usdhahs.com.au (U.S. Department of Health and Human Services, 1992)	Reference type: **Web page** Author Year Title Publisher (No. goes here) URL	Manually remove full stop after title if needed.
71. Australian Bureau of Statistics	Australian Bureau of Statistics. (Year). *Title of page* (No. of stat). URL (Australian Bureau of Statistics [ABS], Year)	Australia Bureau of Statistics. (2017). *Recorded crime: Victims* (No. 4510.0). http://www.abs.gov.au/ausstats/abs@.nsf/mf/4510.0 **First in-text citation:** (Australian Bureau of Statistics [ABS], 2017) **Subsequent citations:** (ABS, 2017)	Reference type: **Web page** Author Year Title Publisher (No. goes here) URL	The number is noted in the title of each statistic. Manually remove full stop after title if needed.
72. Legislative materials	For information on preparing legal references, consult The Bluebook: A Uniform System of Citation			

Legal & Government materials	**Template**	**Examples: referencing & in-text**	**Endnote fields**	**Notes**
73. Statutes (laws and acts)	Name of Act, Title § Source Section Number (Year). URL (Name of Act, Year)			For further information on preparing legal references, consult The Bluebook: A Uniform System of Citation

Miscellaneous	**Template**	**Examples: referencing & in-text**	**Endnote fields**	**Notes**
74. Lecture notes and personal communication e.g. interviews, letters, e-mails	Personal communication may be unpublished lecture notes, letters, memos, personal interviews, telephone conversations, e-mail or messages etc. They are only cited within the text and not included in the Reference List.	For a lecture given by Dr Ross Cole: "Job's trials …. " (R. Cole, personal communication, March 14, 2012)	n/a	
75. Course reader	Your course reader is made up of different types of sources. Do not reference the reader as a whole. Cite them according to the source.		n/a	For example, if it is a journal article within the reader, it should be cited as a journal article.
76. A work of art	Surname, Initial. (Year). *Title of artwork* [Artwork medium]. Where the artwork is found, City or Suburb where the artwork is found, State or Country where artwork is found. URL if applicable. (Surname, Year)	Hopper, E. (1930). *Early Sunday morning* [Oil on canvas]. Whitney Museum of American Art, New York, NY. (Hopper, 1930)	Reference type: **Artwork** Artist Year Title of artwork Place published Type of work	

Miscellaneous	Template	Examples: referencing & in-text	Endnote fields	Notes
77. Conference session	Surname, Initial. (Year, Month Day/s). *Title* [Conference session]. Conference name, City, State, Country. URL (Author, Year)	Fistek, A., Jester, E., & Sonnenberg, K. (2017, July 12-15). *Everybody's got a little music in them: Using music therapy to connect, engage, and motivate* [Conference session]. Autism Society National Conference, Milwaukee, WI, United States. https://asa.confex.com/asa/2017/webprogramarchives/Session9517.html (Fistek et al., 2017)	Reference type: **Conference proceedings** Author Year (Month and days of conference) Title (in italics) Conference name (include **[Conference session].** before conference name) Conference location	Remove full stop after paper title if needed. Manually add URL if required.
78. Paper presentation	Surname, Initial. (Year, Month Day/s). Title [Paper presentation]. Conference name, City, State, Country. URL (Author, Year)	Maddox, S., Hurling, J., Stewart, E., & Edwards, A. (2016, March 30-April 2). *If mama ain't happy, nobody's happy: The effect of parental depression on mood dysregulation in children* [Paper presentation]. Southeastern Psychological Association 62nd Annual Meeting, New Orleans, LA, United States. (Maddox et al., 2016)	Reference type: **Conference proceedings** Author Year (Month and days of conference) Title (in italics) Conference name (include **[Paper presentation].** before conference name) Conference location	Remove full stop after paper title if needed. Manually add URL if required.

Miscellaneous	Template	Examples: referencing & in-text	Endnote fields	Notes
79. Poster presentation	Surname, Initial. (Year, Month Day/s). *Title* [Poster presentation]. Conference name, City, State, Country. URL if required (Surname, Year)	Pearson, J. (2018, September 27-30). *Fat talk and its effects on state-based body image in women* [Poster presentation]. Australian Psychological Society Congress, Sydney, NSW, Australia. (Pearson, 2018)	Reference type: **Conference proceedings** Author Year (Month and days of conference) Title (in italics) Conference name (include **[Poster presentation].** before conference name) Conference location	Remove full stop after poster title if needed. Manually add URL if required.

NOTES

1. Principles of Reference List Entries

A reference generally has four elements: author, date, title, and source. Each element answers a question:

- Author: Who is responsible for this work?
- Date: When was this work published?
- Title: What is the work called?
- Source: Where can I retrieve this work?

Considering these four elements and answering these four questions will help you create a reference for any type of work.

2. Author

- If an author has a suffix such as Junior or II in the name, list it as Beech, R., Jnr. in your reference list, but not in the in-text citation (Beech, 2014).
- If the first name is hyphenated retain the hyphen (Lamour, J. –B., for Jean-Baptiste Lamour).
- If authors have the same surname and first initial - in the reference list them as:

Smith, P. [Peter].

Smith, P. [Patty].

The in-text citation would be (Peter Smith, 2009; Patty Smith, 2014). Of course if there is a second initial e.g. P. R. Smith and P. T. Smith, this is not necessary.

- List the authors in the order in which they appear e.g. Smith, J., Brady, P., & Johns, T. Keep them in the same order in the in-text citation BUT arrange authors alphabetically within the in-text citation. (Cummins, 2009; Smith, Brady, & Johns, 2005; Ward & Evans, 2013).
- When numerous layers of government agencies are listed as the author, **use the most specific agency** (e.g. use National Institute of Nursing Research rather than U.S. Department of Health and Human Services, National Institutes of Health, National Institute of Nursing Research.

3. In text Citations

- For a work with **three or more authors**, include the name of only the first author plus **et al**. in every in-text citation.
- If the work has **no author**, cite the first few words of the reference list entry (usually the title) and the year. Use quotation marks for the title of an article, chapter or webpage and italicize the title of a periodical, book, brochure or report e.g. ("Short-term memory," 2010) or (*Journal of Entertainment*, 2001)
- **Two or more works in the same parentheses:** Order them alphabetically, separated by a semi-colon (Jones, 2002; Smith, 2004; Trang, 2001).
- **Authors with the same last name:** Use first initials with the last names (E. Martin, 2010; L. Martin, 2011)
- **Two or more works by the same author in the same year:** Use lower-case letters (a, b, c) after the year to arrange the reference list entries. Use the lower-case letters with the year in the citation e.g. Research by Carter (2000a) showed that … or (Carter, 2000a; Carter, 2000b)
- **Two works by the same author in different years:** Arrange by year of publication e.g. (Myers, 1998, 2003)

- **Anonymous:** If a work is listed as "Anonymous" the citation and reference list will both cite as such e.g. (Anonymous, 2005)
- Use **&** NOT **and** **e.**g. (Jones & Smith, 2014)
- If quoting word-for-word from a resource, those words must be enclosed in quotation marks if the quote has fewer than 40 words. Seek help from a Reference Librarian or Tutor, to ensure you are quoting correctly.

4. Date

- Use date of copyright shown on the work's copyright page as the date of publication.
- Dates for magazines, newspaper and newsletters must be entered as (Year, Month day) where known, with the month spelled out in full e.g. **(2012, March 16)** or **(2008, May).** The in-text citation will only include the year **(Black, 2012).**
- If there is no date of publication use the abbreviation **(n.d.).** Use this in your citation as well e.g. **(Zahid, n.d.)**
- Works by the same author are arranged date, starting with the earliest date ie 1993, 2001, 2009 etc.
- Works published by the same author in the same year are arranged alphabetically by title and are distinguished from each other by using a, b, etc in the dates: **Smith, D. (2006a)… Smith, D. (2006b)…** or **(Smith, 2006a; Smith, 2006b)**
- Revised edition should be abbreviated to *Rev. ed.* and *Abridged edition* to *Abr. ed*.
  Second edition, revised and enlarged would just be *2nd ed*.
- If the book is a reprint of an older book, use the date and details of the item you are using and reference it as:
  Kimmel, A. J. (2007). *Ethical issues in behavioural research: Basic and applied perspectives*. Malden, MA. Blackwell. (Original work published 1966) **Note: there is no period after the parenthesis.*

5. Undated web content, blogs, and data

The goal of a citation is to give the reader a clear path to the material you have used. For electronic and online materials, include stable URL, DOI, or database name. Include the author, title and date published when available. For undated material, include the date the resource was accessed.

6. Retrieval dates when citing a webpage

Include a retrieval date when citing an unarchived work that is likely or meant to change, such as a dictionary entry, Twitter profile, Google Map, work on a website that updates frequently, etc. When there is an archived and easily retrievable permalink, a retrieval date is not required.

7. Title

- Captialise only the first letter and the first letter after a colon, or any proper nouns e.g. *Western stories of American pioneers: A history* BUT if quoting the title in your assignment you will capitalise every word e.g. When *Western Stories of American Pioneers: A History* was first published it was …
- If a title has more than one section use a colon, then a semi-colon.
  e.g. *Deception: Stories from the inside; A case study*
- Do not begin a title with a number.
  e.g. *The 3 horses from the 21*st *century* is correct
  3 black horses in the 21st century is not correct. Change to:
  Three black horses in the 21st century.
- Include both titles and subtitles, no matter how long they are. e.g. *The white rose: An anthology* of *garden poetry* NOT just *The white rose.*
- Journal titles must be in full and italicised e.g. *Journal of Theology* NOT *Jn Theol.*

8. Edition

Editions should be stated as 2nd, 3rd etc. Word will automatically raise the abbreviation e.g. 2nd . Highlight *nd* and hit the button to quickly change from 2nd to 2nd.

Revised edition should be *rev.ed.*

Never put in the first (1st), edition. That is understood.

Second edition, revised and updated would just be *2nd ed.*

If a book has multiple editions, use the edition that you have read

9. Publisher

- In general, do not add the words *Publishing, Company, Org, Inc*. etc after a publisher's name. The only words you should add are either *Press* or *Books*.
  For instance you would have *Yale University Press* but not *Praeger Publishers* – this would just be *Praeger*.
- Associations must be written in full in the reference list e.g. *Board of Studies NOT BOS or B.O.S.*

10. Reference list

- Begin the reference list on a new page with the heading References centred
- All references should be double spaced and indented on the 2nd and subsequent lines of an entry (as a hanging indent)
- Arrange entries in alphabetical order e.g. M, Mac, MacD, McD

11. Page numbers

- When **quoting** directly you must include page numbers in your in-text citation

e.g. (Smith, 2014, p. 45).

- If you have **paraphrased** you are encouraged to supply a page number when it will help locate the relevant passage within a long or complex work.
- If there are **no page numbers** (web pages often have no pages) the section may be indicated using paragraph locations or headings e.g. (Allbright, 2013, para. 3) or (Green, n.d. "Living With Diabetes").

If the heading is very long you may shorten it e.g. (Martin, 2012, "Going Home," para. 5). The full heading was "Going Home to the Farm Where I Grew Up"

- List page numbers in full e.g. *245-249, not 245-9.*

12. DOIs and URLs

- Include a DOI for all works that have one. Use the DOI in preference to a URL.
- Present both DOIs and URLs as hyperlinks. It is not necessary to include the words **Retrieved from** before a DOI or URL in most cases.
- If the URL does not fit onto a line, 'break' it to make it fit better. Do this before punctuation, such as the '/'.

13. Using brackets vs parentheses

In general, use brackets to indicate type of material e.g. [DVD] or [Computer software] or if you are making an explanation within a quote e.g. "when he [John] exploded with fury" (Smith, 2010, p. 25).