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In-Text & Reference List Examples

Books & eBooks

Material Type	In-Text Example	Reference List Example
Book: Single Author	'It is self-identification...' (Fuller 2011, p. 162). OR Fuller (2011, p.162) suggests that self identification...	Fuller, C 2011, <i>Sociology, gender and educational aspirations: girls and their ambitions</i> , Continuum International, New York.
Book: 2 or 3 Authors	According to Weinberg and Gould (2011) OR ... this is evident (Weinberg & Gould 2011)	Weinberg, RS & Gould, D 2011, <i>Foundations of sport and exercise psychology</i> , Human Kinetics, Champaign, IL.
Book: More Than 3 Authors	Allen et al. (2011) have found... OR Special events are a celebration (Allen et al. 2011) Show only the name of the first author or authoring body, followed by et al.	Allen, J, O'Toole, W, Harris, R & McDonnell, I 2011, <i>Festival and special event management</i> , 5th edn, John Wiley & Sons, Milton, QLD. Provide the names of all authors in the reference list.
Book: No Author	According to the <i>Style manual for authors, editors and printers</i> (2002, p. 197)... When there is no author, the title is used as the first element in the reference (<i>Style manual for authors, editors and printers</i> 2002, p. 197).	<i>Style manual for authors, editors and printers</i> 2002, 6th edn, AGPS, Canberra, ACT. If no author or editor, the title is used as the first element of the reference. Edition number is placed after the title (not necessary for first edition).
Book: Editor	(ed. Ashwin 2006) edited by Ashwin (2006)	Ashwin, P (ed.) 2006, <i>Changing higher education: the development of learning and teaching</i> , Routledge, London. When more than one editor, use (eds.).

Chapter or part of a Book to which a number of authors have contributed	Boud (2006, p. 23) states that self-directed learning... OR Self-directed learning is... (Boud 2006, p. 23) In the in-text reference name the author of the chapter.	Boud, D 2006, 'Aren't we all learner-centred now?: the bittersweet flavour of success', in P Ashwin (ed.), <i>Changing higher education: the development of learning and teaching</i> , Routledge, London, pp. 19–32.
Book: Translator & Author	(Marklund 2011)	Marklund, L 2011, <i>Exposed</i> , trans. N Smith, Random House, Canada.
Book: Organisation as Author	(Australian Bureau of Statistics 2011) Department of Health and Family Services prepared the guidelines (DHFS 2007) Abbreviations can be used for long organisational names but be consistent.	Australian Bureau of Statistics 2011, <i>2011 Census dictionary</i> , cat. no. 2901.0, ABS, Canberra. Department of Health and Family Services 2007, <i>Youth suicide in Australia: the National Youth Suicide Prevention Strategy</i> , AGPS, Canberra.
Ebook	(Rosen 2011) OR Rosen (2011) regards...	Rosen, L 2011, <i>The culture of Islam: changing aspects of contemporary Muslim life</i> , University of Chicago Press, Chicago. Ebooks are referenced in the same way as print books.
Book on eReader	(Tsiolkas 2010) For direct quotations of online material without pagination, name the major sections, chapter, section, and paragraph number.	Tsiolkas, C 2010, <i>The slap</i> , eReader version, accessed 14 September 2011 from Amazon.com.
Multiple works same author	Marketing requires matching your customers' needs (McDonald & Payne 1996, 2006) OR McDonald and Payne (1996, 2006) state	McDonald, M & Payne, A 1996, <i>Marketing planning for services</i> , Butterworth-Heinemann, Oxford. McDonald, M & Payne, A 2006, <i>Marketing plans for service businesses: a complete guide</i> , 2nd edn, Elsevier Butterworth-Heinemann, Oxford.
When you are referring to the ideas or words of an author who has been cited in the book you are referencing	'...optimistic, independent yet good at collaboration' (Tapscott, cited in El-Shamy 2004, p.25). Provide names of both authors.	El-Shamy, S 2004, <i>How to design and deliver training for the new and emerging generations</i> , Wiley, San Francisco. Provide the reference for the book that you actually read.

Journal Articles

Material Type	In-Text Example	Reference List Example
Journal Article: Print	(Cant 2010) OR Cant (2010) suggests...	Cant, RP 2010, 'Investing in patients' nutrition: nutrition risk screening in hospital', <i>Australian Journal of Advanced Nursing</i> , vol. 28, no. 2, pp. 81-87. An article obtained from a Database, from E-reserve or from WebCT is referenced in the same way as a print article.
Journal Article with two authors	(Allen & Black 1995) OR Allen and Black (1995) have found...	Allen, MC & Black, R 1995, 'The future of instructional designers in Australia', <i>Distance Education</i> , vol. 15, no.2, pp. 16-25.
Journal Article with three authors	(Allen, Zuboff & Black 1994) OR Allen, Zuboff and Black (1994)	Allen, MC, Zuboff, T & Black, R 1994, 'Instructional designers in Australia: the state of play', <i>Distance Education</i> , vol. 16, no.1, pp. 26-34.

	have found...	
Journal Article with more than three authors	(Allen et al. 1993) OR Allen et al. (1993) have found...	Allen, MC, Grant, BA, Zuboff, T & Black, R 1993, 'Instructional designers in Australia: a brief history', <i>Distance Education</i> , vol. 14, no.3, pp. 15-17.

Newspapers

Material Type	In-Text Example	Reference List Example
Newspaper: Print	(Gordon 2011)	Gordon, M 2011, 'The boat that changed it all', <i>The Age</i> , 20 August, p. 18. An article obtained from a Database, from E-reserve or from WebCT is referenced in the same way as a print article.
Newspaper: from a Website	(Norton 2011)	Norton, A 2011, 'Why teaching must be rated', <i>The Age</i> , 11 October, viewed 13 October 2011, < http://www.theage.com.au/national/education/why-teaching-must-be-rated-20111010-1lhc6.html >.
Newspaper article: without author	(<i>The Age</i> 24 January 2011, p. 12) OR ...in <i>The Age</i> (24 January 2011, p. 12)	For newspaper articles where no author is indicated, provide full details of the source in the in-text reference. No entry in the reference list is required.
Newspaper article: from a separately paginated section	(Wilson 2009)	Wilson, J 2009, 'In defence of the superficial', <i>The Age</i> , 26 September, A2, p. 23. The title of the separately paginated section of the newspaper is indicated before the page number (separated by a comma).
Media Release	(Nuttall 2011)	Nuttall, N 2011, <i>UNEP study confirms DR Congo's potential as environmental powerhouse but warns of critical threats</i> , media release, UNEP, viewed 10 October 2011, < http://www.unep.org/Documents.Multilingual/Default.asp?DocumentID=2656&ArticleID=8890&l=e n&t=long >.

Internet/Websites

Material Type	In-Text Example	Reference List Example
Website	Complementary and conventional medicine when used together is known as integrative medicine (HealthInsite 2011)	HealthInsite 2011, <i>Complementary and alternative therapies</i> , National Health Call Centre Network, viewed 14 September 2011, < http://www.healthinsite.gov.au/topics/Complementary and Alternative Therapies >.
Webpage: No Author	(<i>Occupy Melbourne</i> 2011) Only use the first few words of a page title if it is too long.	<i>Occupy Melbourne</i> 2011, Beat, viewed 17 October 2011, < http://www.beat.com.au/arts/occupy-melbourne >.
Webpage: No Date	(Nutrition Australia n.d.)	Nutrition Australia n.d., <i>Healthy eating schools</i> , Nutrition Australia, viewed 17 October 2011, < http://www.nutritionaustralia.org/vic/healthy-eating-schools >.
Web Document	The Department of Human Services (2001, p.33) found that '...' OR It has been reported that '...' (Department of Human Services 2001, p.33)	Department of Human Services 2001, <i>Achieving service quality improvement: best practice initiatives in placement and support services 2000-2001</i> , Child Protection and Juvenile Justice Branch, Community Care Division, Department of Human Services, Melbourne, viewed 2 September 2010, < www.cyf.vic.gov.au/data/assets/pdf.../Placement_Support_SQL_2001.pdf >.
Blog Post	(Wilton 2010)	Wilton, P 2010, 'Proteins prove their metal', Oxford Science Blog, weblog post, 7 July, viewed 10 August 2011, < http://www.ox.ac.uk/media/science_blog/100707.html >.
Computer Software	(OpenOffice.org 2011)	OpenOffice.org 2011, computer software, downloaded 17 October 2011, < http://www.openoffice.org >.
Web Based Image / table / figure		NASA/JPL 1996, PIA00122: Earth - India and Australia, digital image, NASA, viewed 17 October 2011, < http://photjournal.jpl.nasa.gov/catalog/PIA00122 >.



The Galileo spacecraft obtained this image of the Earth with Australia prominently visible on 11 December 1990

Lecture Notes

Material Type	In-Text Example	Reference List Example
Lecture Notes	'Illegal or unauthorised access to information does not leave a theft record' (Thomas 2010).	Thomas, B 2010, <i>Security and controls</i> , lecture notes, Systems Design BCO3144, Victoria University, delivered 2 September 2010. Lecture notes obtained from an online source (such as WebCT or E-reserve) are referenced in the same way as above.
Lecture Recording	Patient ratios were highlighted in a recent lecture (Ryan 2010)...	Ryan, R 2010, <i>Week 4: Nurse patient relationships & professional boundaries</i> , lecture recording, Frameworks for Nursing Practice HNB1101, Victoria University, delivered 23 March 2010.

Theses

Material Type	In-Text Example	Reference List Example
Thesis: Unpublished	(Suwetwattanukul 2010)	Suwetwattanukul, C 2010, 'Developing a knowledge sharing model for the implementation of the learning organization in Thailand', PhD thesis, Victoria University, Melbourne. Title is not italicised for unpublished theses.
Thesis: Published	(Binder 2009)	Binder, G 2009, <i>Corporate governance in Arab countries: development of corporate governance in Arab and MENA countries</i> , University of Vienna, Vienna.
Thesis: Online	(Barua 2010)	Barua, S 2010, <i>Drought assessment and forecasting using a nonlinear aggregated drought index</i> , PhD thesis, Victoria University, Melbourne, viewed 12 October 2011, < http://vuir.vu.edu.au/1598 >.

Legislation and Cases

Material Type	In-Text Example	Reference List Example
Acts/Statutes	Section 28 of the <i>Crimes Act 1958</i> (Vic) states that... OR Acts done with intent...(Crimes Act 2001 (Cth), s.28) (Sex and Age Discrimination Legislation Amendment Act 2011 (No. 40)).	<i>Crimes Act 1958</i> (Vic) S. 28 <i>Sex and Age Discrimination Legislation Amendment Act 2011</i> (No. 40, 2011) No full stops at the end of the reference for the Reference List for legislation and cases.
Bills	Carbon Tax Plebiscite Bill 2011 (Cth).	Carbon Tax Plebiscite Bill 2011 (Cth) No Italics.
Cases	<i>James Hardie Industries NV v Australian Securities and Investments Commission</i> (2010) 274 ALR 85.	<i>James Hardie Industries NV v Australian Securities and Investments Commission</i> (2010) 274 ALR 85

Conference Proceedings

Material Type	In-Text Example	Reference List Example
Conference Paper: Online	(Bayne & Ross 2007)	Bayne, S & Ross, J 2007, 'The 'digital native' and 'digital immigrant': a dangerous opposition', <i>Annual Conference of the Society for Research into Higher Education (SRHE)</i> , Brighton, Sussex, 11-13 December 2007, viewed 9 October 2011, < http://www.malts.ed.ac.uk/staff/sian/natives_final.pdf >.

		For papers available online, include viewed date and URL (web site address).
Conference Paper: Published (Print)	(Buckley 2001)	Buckley, R 2001, 'Presentation on the application of regulatory and voluntary instruments for sustainable tourism development in small islands', <i>Island tourism in Asia and the Pacific: a report on WTO/UNEP international conference on sustainable tourism in the islands of the Asia-Pacific region, Sanya, Island of Hainan, China, 6-8 December 2000</i> , World Tourism Organization, Madrid, pp. 46-64. The techniques for referencing conference papers are very similar to those used when referencing a journal article. Put the conference name in italics.
Conference Paper: Unpublished	(Olasoji & Draganova 2010)	Olasoji, R & Draganova, C 2010, 'Mobile learning portal for computing students' paper presented at the IADIS International Conference, Mobile Learning 2010, Porto, Portugal, 19 - 21 March 2010. For unpublished papers, include the phrase 'paper presented at...' before the name of the conference. You do not need to put the conference name in italics.
Complete Conference Proceedings	(WTO & UNEP 2001)	World Tourism Organization & United Nations Environment Programme 2001, <i>Island tourism in Asia and the Pacific: a report on WTO/UNEP international conference on sustainable tourism in the islands of the Asia-Pacific region, Sanya, Island of Hainan, China, 6-8 December 2000</i> , World Tourism Organization, Madrid. This example shows how to deal with organisations as corporate authors. The name, place and date of the conference are italicised because they form part of the title of the work.

Personal Communication

Material Type	In-Text Example	Reference List Example
Email	An email (Ayers, JW 2011, personal communication, 2 September) confirming that results are accurate ...	You do not need to include an entry in the reference list.
Interview	During an interview conducted on 11 October 2011, Prof Peter Dawkins stated that ... OR The Vice Chancellor's statement was confirmed during an interview (Dawkins, P 2011, personal communication, 11 October)	You do not need to include an entry in the reference list. This example is about referencing information from an interview that you have conducted. For interviews conducted by another person or using different media, please refer to the page on multi-media formats in this guide.
Letter	In a letter dated 17 October 2011, Ben Cork stated that... OR Ben Cork expressed sincere regret in his letter (Cork 2011, personal communication, 17 October)	You do not need to include an entry in the reference list.
Telephone call	During a phone interview conducted on 11 October 2011, Professor Sally Richards stated that... OR The Vice Chancellor's statement was confirmed during a phone interview (Richards, S 2011, personal communication, 11 October)	You do not need to include an entry in the reference list.

Multi-Media Formats

Material Type	In-Text Example	Reference List Example
Streaming Video	(Norberg-Hodge & Page 2011)	Norberg-Hodge, H & Page, J 2011, <i>The economics of happiness</i> , videorecording, Kanopy, Scarborough, WA.

Television Programme	(Grasswell 2011)	Grasswell, H (producer) 2011, <i>The Gavin Larkin story - Australian Story</i> , television broadcast, 12 September 2011, Australian Broadcasting Service, viewed 17 October 2011, search.informit.com.au.library.vu.edu.au/documentSummary;dn=TEX20113700853;res=TVNEWS >.
Audio Podcast	(Duncan 2011)	Duncan, M 2011, 'Abdication', <i>The History of Rome</i> , podcast, viewed 17 October 2011, < http://thehistoryofrome.typepad.com/the_history_of_rome/2011/03/129-abdication.html >.
Video Podcast	...in an ABC Science podcast <i>Star Stuff</i> (2010)	Gary, S 2010, 'Solar max sends journos spinning', <i>Star Stuff</i> , podcast, ABC Science, Sydney, NSW, accessed 31 August 2010, < http://www.abc.net.au/science/starstuff/ >. When citing from an episode of a series, the format type must appear after the year.
Music Track from an Album	(Yunupingu 2011)	Yunupingu, GG 2011, 'Gopuru', on <i>Rrakala</i> , CD, Skinnyfish, Sydney. Note that the title track is in single quotation marks and the album title is in italics.
Web Video	(SNAPVU 2010)	SNAPVU 2010, 'APA Referencing - Sam & Joshin', video file, viewed 17 October 2011, < http://www.youtube.com/watch?v=Vja83KLQXZs >.
Blog Post	(Wilton 2010)	Wilton, P 2010, 'Proteins prove their metal', <i>Oxford Science Blog</i> , weblog post, 7 July, viewed 10 August 2011, < http://www.ox.ac.uk/media/science_blog/100707.html >.

Company Information

Material Type	In-Text Example	Reference List Example
Company Report	(BHP Billiton 2011)	BHP Billiton 2011, <i>BHP Billiton Exploration and Development Report for the year ended 30 June 2011</i> , < http://www.bhpbilliton.com/home/investors/reports/Pages/default.aspx >.
Company Annual Report	(Mint Global 2011)	Bureau van Dijk 2011, <i>Vodafone Group Annual Report 2011</i> , viewed 5 October 2011, retrieved from Mint Global database.
Company Profile	(Datamonitor 2011)	Datamonitor 2011, <i>Apple Inc.</i> , company profile, viewed 5 October 2011, retrieved from Business Source Complete.
Financial Data	(Datastream 2011)	Datastream 2011, <i>S&P ASX200 daily index data 2009-2010</i> , viewed 20 October 2011, retrieved from Datastream database.
Industry Report	(Ibisworld 2011)	Ibisworld 2011, <i>Global Logistics - Air Freight - Global Industry Report</i> , viewed 20 October 2011, retrieved from IbisWorld database.

Patents

Material Type	In-Text Example	Reference List Example
Patent	(Wynne 2003)	Wynne, BM 2003, <i>Shark repellent system</i> , US 6606963.
Patent: Retrieved From a Database	(Oldani 2010)	Oldani, MD 2010, <i>Herbal formulations for controlling blood glucose levels in patients with diabetes</i> , European Patent EP 2178546 (A1), viewed 17 October 2011, retrieved from Scopus.

Standards

Material Type	In-Text Example	Reference List Example
Standard: Retrieved From a Database	(Standards Australia 2008)	Standards Australia 2008, <i>Personal floatation devices - General requirements</i> , AS 4758.1-2008, viewed 17 October 2011, retrieved from Australian Standards Online.
Standard: Published	(Standards Australia/New Zealand Standard 1994)	Standards Australia 1994, <i>Information processing - text and office systems - office document architecture (ODA) and interchange format: part 10: formal specifications</i> , AS/NZS 3951.10:1994, Standards Australia, NSW.

Comments (0)