

APA REFERENCING

WHAT IS REFERENCING?

Referencing is a method of acknowledging sources of information, or other people's opinions or theories that you have included in your written work. This includes rewording or reworking (paraphrasing) of another person's works.

There are two parts to a reference: the in-text citation and the reference list. The in-text briefly identifies the source of the information, generally using the author's surname, the date of publication and page numbers, in closed brackets. The in-text citations are placed within the paragraph to directly link the information to the source. The reference list is located at the end of the work. All In-texts in the body of the work must appear in full in the reference list.

WHAT DO I NEED TO REFERENCE?

- **Quotations from another person's work, word for word** (direct quotation).
- **Paraphrase or summarise** – if you reword another person's work (paraphrase) you need to reference the work
- **statistics, tables, diagrams, maps etc** - you will have to reference the source

The information you need to collect for APA style referencing consists of the author/s surname and initials, the title of the work, the year it was published, publisher's name, the place of publication and the page numbers. Whilst making notes for your assignment, make sure you note the above information for all your sources.

WHAT IF I DON'T REFERENCE?

Failure to correctly reference sources whether intentional or unintentional is considered plagiarism and a form of cheating and is not acceptable. The best way to avoid plagiarism is to acknowledge all sources of information used in your assignments.

IN-TEXT/REFERENCE - WHAT DO THEY LOOK LIKE?

Listed on the following pages are some examples of the most common types of references including:

- Books
- Journals
- Audiovisual sources
- Electronic sources
- Web pages

Use this as a guide only. Copies of the manual are available for loan from the Learning Resource Centre or go to www.apastyle.org

BOOKS

Book without an author

In-text

In a reference to a work with no author, move the title to the author position, before the date of publication (Publication manual of the American Psychological Association, 2001, p. 225).

Reference

Publication manual of the American Psychological Association. (2001). Washington D.C.: APA.

Book with a single author

In-text

Truss (2003, p. 45) tells us that “punctuation marks are the traffic signals of language: they tell us to slow down, notice this, take a detour and stop”.

Reference

Truss, L. (2003). *Eats, shoots and leaves*. London: Profile Books.

Book with two to five authors

In-text

Campbell, Reece and Meyers (2006, p. 25) state that “Darwin realized heritable variation is what makes evolution possible, he could not explain why offspring resemble – but are not identical to – their parents”.

Reference

Campbell, N.A., Reece, J.B. & Meyers, N. (2006). *Biology*. Frenchs Forest: Pearson Education.

JOURNALS/MAGAZINES

Article in a journal

In-text

As outlined by MacKenzie, (2006, p. 26) “all facial reconstruction techniques start with the bare skull, and build up the soft tissue layer by layer”.

Reference

MacKenzie, D. (2006, June 3). Putting a face to a skull. *New Scientist*, 190(2554), 26-27.

Journal article from an online database

In-text

In an article by Ramsay and Kinnie (2006, p. 34) they say “We hear it at conferences and read it in the literature: students prefer the web to the library. So, it must be true”.

Reference

Ramsay, K M, & Kinnie, J. (2006). The embedded librarian: getting out there via technology to help students where they learn. *Library Journal*, 131(6). 34-35. Retrieved from General Onefile.

Newspaper article

In-text

In a recent article Edwards (2006) stated that “John Roberts was hailed as a racing visionary who put WA on the map “

Reference

Edwards, R. (2006, June 9). Visionary of WA racing industry. *The West Australian*, p. 6.

AUDIOVISUAL SOURCES

Videorecording

In-text

The ideas put forward regarding time management (Good time management, 2001) were sound and well thought out.

Reference

Good time management [Video]. (2001). Melbourne: Learning Essentials.

WEB PAGES

Source available from a database

In-text

In an article by Ramsay and Kinnie (2006, p. 34) they say “We hear it at conferences and read it in the literature: students prefer the web to the library. So, it must be true”.

Reference

Ramsay, K M, & Kinnie, J. (2006). The embedded librarian: getting out there via technology to help students where they learn. *Library Journal*, 131(6). 34-35. Retrieved from General Onefile.

Web document

In-text

“Handling of any sort is discouraged due to the likelihood of injuring this animal” (Department of Environment & Conservation, n.d.).

Reference

Department of Environment & Conservation. (n.d.). *Leafy sea dragon*. Retrieved November 26, 2009 from <http://www.marineparks.wa.gov.au/fun-facts/leafy-sea-dragon.html>

CREATING A REFERENCE LIST

The reference list should be started on a separate page, with the heading centred.

- Use double spacing between references entries
- The first line of each separate reference should be left justified, any further lines are indented.
- The list should be in alphabetical order by surname of author, if no author name, then use the title
- Do not number the references
- Titles are written in italics

Therefore the reference list for the above will look something like this:

References

Campbell, N.A., Reece, J.B. & Meyers, N. (2006). *Biology*. Frenchs Forest, N.S.W.: Pearson Education.

Department of Environment & Conservation. (n.d.). *Leafy sea dragon*. Retrieved November 26, 2009 from <http://www.marineparks.wa.gov.au/fun-facts/leafy-sea-dragon.html>

Edwards, R. (2006, June 9). Visionary of WA racing industry. *The West Australian*, p. 6

Good time management [Video]. (2001). Melbourne: Learning Essentials.

Mackenzie, D. (2006, June 3). Putting a face to a skull. *New Scientist*, 190(2554), 26-27.

Open Learning Institute. (2001). *Safe & healthy children*. (Open Learning Institute, CD-ROM, 2001 release).

Publication manual of the American Psychological Association. (6th ed.). (2010). Washington D.C.: APA.

Ramsay, K M, & Kinnie, J. (2006). The embedded librarian: getting out there via technology to help students where they learn. *Library Journal*, 131(6). 34-35. Retrieved from General Onfile.