American Psychological Association (APA) Referencing Style Guide

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Referencing

Referencing acknowledges the sources that you use to write your essay or assignment paper. 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 list.

It is important to first consult your unit outline, lecturer or tutor for the preferred citation style for each unit you undertake.

Intellectual honesty and plagiarism

Students are referred to the University of Western Sydney Calendar “Misconduct - Student Academic Misconduct Policy” section for basic definitions and University policies relating to intellectual honesty, cheating and plagiarism.

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 (6th edition) which is available at all UWS libraries. 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 tutorials, a blog and FAQs. Corrected Sample Papers from the Publication Manual can also be found on the APA website.

For further support, please contact UWS library:
- Phone 02 98525353
- Email
- Online Librarian

In-text citation: Referencing sources within the text

Throughout the text of your paper you need to acknowledge the sources 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 your sources. Some examples of how to cite sources within your paper are given below.

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

If you refer to a work in the text of your paper, place the author's last name and the year of publication of the work in parentheses at the end of the sentence.

The research conclusively proved a correlation between the results (Mullane, 2006).

Note: When you summarise the general idea of a source in your own words, you must cite the author and year of publication of the work as shown below. APA does not require you to provide the page number unless you use a direct quote, however if you paraphrase or summarise a specific paragraph or section you should consider including the page number.

If you directly quote fewer than 40 words, enclose the quotation by 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).

* When there are no page numbers, but the sources contains headings or numbered paragraphs, use a section name or paragraph number, e.g. Jones (2008, Introduction section) or Roberts (2008, para. 5).

If the paragraphs are not numbered, cite the heading and the number of the paragraph following the heading, e.g. Anderson (2005, Discussion section, para. 2)

If the quotation is greater than 40 words it should be displayed in a double-spaced, indented block (1.3 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)

Sources 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 sources cited in your paper. It starts on a separate page at the end of your assignment paper and is titled References. 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.

You may sometimes need to include a bibliography in addition to a references list. In contrast to the reference list, a bibliography includes details of sources not cited in your paper which were only used to support your research. These items should also be listed in alphabetical order.

The reference list should be double spaced (no line spaces between references) with hanging indents used for the second and subsequent lines of each entry. A hanging indent is where the left line starts at the left margin and subsequent lines are indented (approx. 1.3 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 put in 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 aged care in Australia*
and
*Brave new brain: Conquering mental illness in the era of the genome.*

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.*

Pronouns, 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


Electronic items

When referencing electronic resources it is necessary to provide details about the location of the item. The 6th edition of the *Publication Manual* advises that wherever possible the DOI (digital object identifier) should be provided in the reference. Electronic sources should be referenced in the same format as that for a “fixed-media source”, such as a book, with the DOI included at the end. If a DOI is available no further publication or location elements are required. If no DOI is available, provide the direct URL if the item if it is freely accessible, or the home page URL if access is restricted.


The date retrieved is also required when an electronic item is subject to further changes e.g. wikis or web pages.


*N.B. Be especially careful about using resources without clear authorship or dates to ensure they are credible academic sources.*

In-text citations

There are two different ways to cite sources in-text using the APA style (see section 6.11 and 6.12 of the *Publication Manual*). Author names can be cited in the narrative with year given in parentheses, or the author name and year can be given in parentheses without mention in the narrative. The choice depends on the writer and the flow of the narrative. Examples of the two formats are given throughout this guide.

Please note that when a source has been cited (with author and year) earlier in the paragraph, subsequent narrative mentions of the source in the same paragraph do not need to include the year. The rule only applies where 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.

*First citation in the paragraph:* Smith (2009) explained that......

*Subsequent citations within the paragraph:* Smith also suggested...

Pay particular attention to the citation format required for references with multiple authors. The use of *et al.* varies depending on the number of authors that need to be cited. Examples are shown on pages 8 and 9 of this guide.

Referencing secondary sources

The *Publication Manual* advises that 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) as follows:

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

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


**Different works of the same author name**

If you have references for multiple works by the same author, each of the works with the same author 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


In-text citation

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

For different works by exactly the same author(s), published in the same year, you should differentiate the works by including ‘a’, ‘b’ or ‘c’ etc after the year when citing in-text and in the reference list e.g.

Reference list


*Note: References of same author and same year are ordered alphabetically by title of the book, article or chapter.*

In-text citation

| Jones (2008) stated… |
| Jones (1999a) stated… |
| Jones (1999b) stated… |
| Jones (1999a, 1999b) stated… |
Books and book chapters

**Single author**

|----------------|----------------------------------------------------------------------------------------------------------------------------------|
| In-text citation | Andreasen (2001) stated that…  
or  
It is suggested that… (Andreasen, 2001). |

**Two authors**

|----------------|-----------------------------------------------------------------------------------------------|
| In-text citation | Copstead and Banasik (2005) stated that…  
or  
It is suggested that… (Copstead & Banasik, 2005). |

**Three to five authors**

*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.* |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| In-text citation | *Note: In the first citation give all authors and in subsequent citations give first author et al.*:  
First citation:  
Schneider, Whitehead, and Elliot (2007) showed that…  
or  
…is demonstrated (Schneider, Whitehead & Elliott, 2007).  
Subsequent citations:  
Schneider et al. (2007) showed that ….  
or  
…is demonstrated (Schneider et al., 2007). |
### Six or more authors

| Reference list | All authors should be given when there are 6 or 7 authors. If a book has 8 or more authors, place three ellipsis points between the sixth and final author names to indicate that some names have been omitted e.g. Jones, P., ... Adams, N (2009).

**Example for 8 or more authors:**


| In-text citation | Note: When citing six or more authors in text give the name of the first author and abbreviate the others to *et al.* (“and others”) in the first and subsequent citations.

Gilbert et al. (2003) found...
or
This has indicated… (Gilbert et al., 2003).

### No author


| In-text citation | The *Merriam-Webster’s Collegiate Dictionary* (1993, p. 11) defines…
or
…can be defined as… (*Merriam-Webster’s Collegiate Dictionary*, 1993, p.11).

**Note:** When giving a title in the text capitalise all major words.

### Edited book


| In-text citation | Craven (2001) discussed the successful…
or
The film starred actors… (Craven, 2001).

### Chapter, article or section in a book

| Reference list | For a section in a book that is entirely by one author(s):


| In-text citation | Knowles (1986) demonstrated that…
or
This independent study showed… (Knowles, 1986).
### Chapter or article in an edited book

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>In-text citation</td>
<td>Ferres (2001) discussed the television episode… or The television episode… (Ferres, 2001).</td>
</tr>
</tbody>
</table>

### E-book

*Note: When available, add a DOI to the end of the reference instead of URL as per format shown in ‘Journal Article (full text from electronic database)’ example below.* |
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>In-text citation</td>
<td>Storey (2004) stated that… or Functional metabolism is… (Storey, 2004).</td>
</tr>
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</table>

### Journal articles, newspaper articles and conference papers

#### Journal article (print version)

<table>
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<tbody>
<tr>
<td>In-text citation</td>
<td>Potente, Anderson and Karim (2011) stated that the … or The Internet can be used to conduct a literature search (Potente, Anderson &amp; Karim, 2011).</td>
</tr>
</tbody>
</table>

#### Journal article (full-text from electronic database)

<table>
<thead>
<tr>
<th>Reference list</th>
<th>When a DOI (Digital Object Identifier) number is available for the journal article include this in the reference as follows. When no DOI number is available give the exact URL if freely available on the internet or the journal homepage if not. Do a web search to locate the journal home page if necessary. If a journal is only available via an archive database (e.g. a discontinued journal available from JSTOR) give the home page URL of the database.</th>
</tr>
</thead>
</table>
### Journal with DOI:

### Journal with no DOI and restricted access:

<table>
<thead>
<tr>
<th>In-text citation</th>
<th>Jackson et al. (2007) found that… or Personal resilience has been found to…(Jackson et al., 2007)</th>
</tr>
</thead>
</table>

### Non-English journal article translated into English

<table>
<thead>
<tr>
<th>In-text citation</th>
<th>Von Der Luhe (1982) concludes that both states are essential or …that both states are essential (Von Der Luhe, 1982).</th>
</tr>
</thead>
</table>

### Newspaper article (available in print)

<table>
<thead>
<tr>
<th>In-text citation</th>
<th>Berkovic (2009) explained that handouts…. or It was suggested that handouts may not be sent (Berkovic, 2009).</th>
</tr>
</thead>
</table>

### Newspaper article (from electronic database)

<table>
<thead>
<tr>
<th>In-text citation</th>
<th>Wentworth (1984) stated that… or ….the engineered apple (Wentworth, 1984).</th>
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</table>
### Article (from the Internet, not available in print version)

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<tbody>
<tr>
<td>In-text citation</td>
<td>Cooper (2009) stated that a ferocious ant… or …that meat ants may be able to help control toad numbers (Cooper, 2009).</td>
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</table>

### Proceedings of meetings and symposiums, conference papers

<table>
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<tbody>
<tr>
<td>In-text citation</td>
<td>Muelbauer (2007) stated that… or It has been found that…(Muelbauer, 2007).</td>
</tr>
</tbody>
</table>

### Systematic reviews

<table>
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<tbody>
<tr>
<td>In-text citation</td>
<td>Osborn and Sinn (2006) stated that… or It has been found that…(Osborn &amp; Sinn, 2006)</td>
</tr>
</tbody>
</table>

### Other materials

### Audio recording

Use descriptors such as [CD], [record], [cassette]. For online audio see Podcast example.

<table>
<thead>
<tr>
<th>Reference list</th>
<th>Handel, A., &amp; Seiler, G. L. (2006). Adoration. On <em>Ghosts and angels</em> [CD]. Sydney, Australia: Feral Media. Note: If there is a producer or recorder who is not one of the authors list their name in square parentheses after the song title e.g. …Adoration [Recorded by Initial. Surname]. A recording date can be placed in parentheses after the reference if different</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>In-text citation</strong></td>
<td><strong>Australian Bureau of Statistics (AusStats)</strong></td>
</tr>
<tr>
<td>----------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>Handel and Seiler’s (2006) track entitled “Adoration” combines… or Classical and electronic styles have been combined… (Handel &amp; Seiler, 2006).</td>
<td></td>
</tr>
<tr>
<td><strong>In-text citation</strong></td>
<td>The Australian Bureau of Statistics (2000) found that… or …was shown in the census information (Australian Bureau of Statistics, 2000).</td>
</tr>
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</table>

<table>
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<tr>
<th><strong>In-text citation</strong></th>
<th><strong>Brochure</strong></th>
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<tbody>
<tr>
<td>Buses run on a schedule… (University of Western Sydney, 2009) or The University of Western Sydney transport brochure (2009) shows that…</td>
<td></td>
</tr>
</tbody>
</table>
*Note: Author is used in place of a publisher name where the author is also the publisher.* |

<table>
<thead>
<tr>
<th><strong>In-text citation</strong></th>
<th><strong>Government report (online)</strong></th>
</tr>
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<tbody>
<tr>
<td>The Department of Health and Ageing (2008) reported that… or …was shown in the report (Department of Health and Ageing, 2008).</td>
<td></td>
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<table>
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<tr>
<th><strong>In-text citation</strong></th>
<th><strong>Image on the Internet</strong></th>
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<tbody>
<tr>
<td>In the above image (<em>An offering to the ocean in La Punta, Peru</em>, 2009) it can be seen…</td>
<td></td>
</tr>
</tbody>
</table>
### Lecture (unpublished) / personal communication

<table>
<thead>
<tr>
<th>Reference list</th>
<th>Note: When you cite information spoken about in a lecture that has gone unpublished it is treated as a personal communication and you do not need to provide a reference list entry because there is no recoverable data. All details are provided in the text. <strong>It is advisable to consider using published primary sources before using class/lecture notes as references in your paper.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>In-text citation</td>
<td>H. Dwyer discussed the .... (personal communication, January 10, 2009). or … found that in these cases “neutrons are dangerous” (H. Dwyer, personal communication, January 10, 2009).</td>
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### Podcast (from the Internet)

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<tr>
<td>In-text citation</td>
<td>Atkin (2008) found that… or It was found…(Atkin, 2008).</td>
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</table>

### Thesis

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<tr>
<td>In-text citation</td>
<td>Gale (2000) showed that… or … that this can empower employees (Gale, 2000).</td>
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### Video recording, television broadcast or episode in a series

Use descriptors such as [Motion picture], [Television broadcast], [Television series episode].

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<tbody>
<tr>
<td>In-text citation</td>
<td>Hall and Bender (1991) examined the rules… or The rules…..(Hall &amp; Bender, 1991).</td>
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</table>
## Video (from the Internet)

<table>
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<tbody>
<tr>
<td>In-text citation</td>
<td>Norton (2003) showed that a cat can be trained… or Training a cat requires…(Norton, 2006).</td>
</tr>
</tbody>
</table>

## Web page / document on the Internet

| Reference list | Note: Web pages and documents on the web include the following elements:  
- Author/editor/compiler  
- Date of page/date of document  
- Title of document (incl. version no.)/Title of page  
- Name of sponsor of the source (if not named as the author)  
- Date retrieved (needed when the source may change over time e.g. webpages, WIKIs)  
- URL  

Document on the Internet:  

Document on the Internet, no author, no date:  

Note: (n.d.) = no date. Always include details of authorship or publication date when available. Carefully consider the reliability and authority of websites with no author and/or no date before including it as a reference. |
| In-text citation | Este et al. (2008) suggest that… or …it is necessary to develop the argument… *(Developing an Argument, n.d.)*.  
Note: Capitalise all major words when giving a title in-text. |

For further assistance with referencing, please contact the Library on 9852 5353.