

APA Referencing Summary

A guide to referencing based on the *Publication Manual of the American Psychological Association* (6th ed.).



This summary gives examples of the APA referencing style for a number of commonly used information sources. If you cannot find a model to cite a source, then choose an example that is close to the source you are using, and follow the format provided (APA 2010, p. 193). Otherwise, refer to the *APA Publication Manual* (6th ed.). Washington DC: Author.

If in doubt when citing a paper, err on the side of giving too much information, rather than too little (APA, 2010, p. 193).

You should explore using the *EndNote* software, which you can download for free from the library website. *EndNote* helps you to cite your sources correctly and to organize your research and notes. Go to: <http://www.csu.edu.au/division/library/research/endnote/index.html>

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Some Basic Principles

The Reference List	In-text Citations	Page Numbers
<p>(APA, 2010, p. 180; Perrin, 2012, p. 61, para. 4a. Also APA, 2010, p. 184, para. 6.27; Perrin, 2009, p.88, para. 6b)</p> <p>A reference list is an alphabetically arranged list of sources used in a paper. It starts on a new page immediately after the last page of the paper. The list has the heading References (bold, centred, not in italics, and not underlined).</p> <p>Each item on your list has a hanging indent of 1 cm. See the examples on the following pages. No bullets or numbers. It is helpful to add extra space (8 pts) after each entry.</p> <p>Hint: begin your reference list as you start work on your assignment, adding items as you locate each source. This will save time and energy later. <i>EndNote</i> will help with this.</p> <ol style="list-style-type: none"> Names of authors appear in the order listed on the title page, not alphabetical order. The names of up to and including seven authors are listed, with all of their names inverted (e.g. Smith, P. G.). An ampersand (&) joins the last two names in the series. If a work has eight or more authors, the first six are listed in full, followed by an ellipsis, and then the last author's name. <p>An ellipsis (. . .) is three periods with a space before each and a space after the last.</p>	<p>(APA, 2010, pp. 174–175, paras. 6.11–6.12; Perrin, 2012, pp. 66–70, para. 4e)</p> <p>Insert citations as you write. If you wait until later, you will be likely to forget the details.</p> <ol style="list-style-type: none"> When a work has two authors, always cite both names every time the reference occurs in the text. When a work has three, four, or five authors, cite all authors the first time; in subsequent citations, include only the surname of the first author followed by <i>et al.</i> (not italicized) and the year. When a work has six or more authors, cite only the surname of the first author followed by <i>et al.</i> and the year for the first and subsequent citations. Within a paragraph, you do not need to include the year in subsequent references so long as this does not lead to confusion. <p>e.g.: McLean (2004, p. 32) has shown that the effect of the drought on rural towns . . . McLean also demonstrated . . .</p> <ol style="list-style-type: none"> When you use the exact words that an author has used, you must enclose these in inverted commas “. . .” and follow immediately with an in-text citation, including page number. 	<p>(APA, 2010, pp. 170–172, paras. 6.03–6.05.</p> <p>APA's guidance on page numbers is clear: whether quoting an author directly, or paraphrasing, you must credit the source.</p> <p><i>For direct quotations</i>, the author, year, and page number are given (APA, 2010, p. 170, para. 6.03).</p> <p>Many electronic sources do not provide page numbers. When using direct quotations in such cases give a section identifier and/or paragraph number instead, like this:</p> <p>(Leech, 2006, para. 13)</p> <p>(Boland, 2001, Conclusion section, para. 2).</p> <p><i>When paraphrasing</i>, “or referring to an idea contained in another work, you are encouraged to provide a page or paragraph number” (APA, 2010, p. 171, para. 6.04).</p> <p>Getting into the habit of quoting page numbers will help readers locate material in lengthy texts, and will assist in your revision.</p> <p>For a single page, the number is given thus: p. 27. For a range of pages: pp. 245–246.</p>

Print Resources

Books

	Reference List	In-text Citation
One author	<p>MacCulloch, D. (1996). <i>Thomas Cranmer: A life</i>. New Haven: Yale University Press.</p> <p>Note the hanging indent for reference list items.</p> <p>In titles of books and articles in reference lists, capitalize only the first word, the first word after a colon or em dash (—), and proper nouns (APA, 2010, p. 101, para. 4.15).</p> <p>Where more than one place of publication is given, show only the first listed place.</p> <p>For the rules of capitalization of titles <i>within the body of the paper</i>, see APA, 2010, p. 101, para. 4.15.</p>	<p>APA allows three forms for in-text citations:</p> <ol style="list-style-type: none"> 1. Anne Bolyn died “with dignity” (MacCulloch, 1996, p. 159) on 19 May 1536. 2. MacCulloch (1996, p. 386) has suggested . . . 3. MacCulloch (1996) argues that (p. 231). <p>Note the space before page numbers.</p> <p>When short direct quotations are used, the words used are enclosed within quotation marks: “. . .”</p> <p>Quotations of 40 or more words are set off as a block quotation, indented about 1 cm. Quotation marks and italics are not used in this case.</p>
Two authors	<p>Nelson, D. L., & Cox, M. M. (2005). <i>Principles of biochemistry</i> (4th ed.). New York: Freeman.</p> <p>On publishers’ names see APA (2010, p. 186, para. 6.30), or Perrin (2012, p. 63, para. 4c).</p>	<p>(Nelson & Cox, 2005, p. 897).</p> <p>Nelson and Cox (2005) describe Buchner’s “pioneering discovery” (p. 45) in biochemistry.</p> <p>Cite both names every time the citation occurs in text.</p>
Three, four, or five authors	<p>List all authors.</p> <p>Booth, W. C., Colomb, G. G., & Williams, J. M. (1995). <i>The craft of research</i>. Chicago: University of Chicago Press.</p> <p>Note the space before a second initial.</p>	<p>First in-text citation: Cite all names (Booth, Colomb, & Williams, 1995, p. 25)</p> <p>Second and subsequent citations: (Booth et al., 1995, p. 25)</p>
Six or seven authors	<p>List all authors</p>	<p>See page 2.</p> <p>For six or more authors, cite only the first author, followed by <i>et al.</i> (not italicized, and with a stop after <i>a</i>) for all citations.</p> <p>(Bloggs et al., 2009, p. 23)</p>

Books (cont.)	Reference List	In-text Citation
Eight or more authors	<p>Include the first six authors' names, then insert an ellipsis, and add the last author's name.</p> <p>See example given below, p. 7, for Periodicals, Articles in Print.</p>	<p>As per six or more authors.</p> <p>For six or more authors, cite only the first author, followed by <i>et al.</i> (not italicized, and with a stop after <i>a</i>) for all citations</p>
No author or editor named	<p><i>United Press International stylebook: The authoritative handbook for writers, editors, and news directors</i> (3rd ed.). (1992). Lincolnwood, IL: National.</p> <p>When no author or editor is named, place the title in the author position (APA, 2010, p. 184, para. 6.27).</p>	<p>("United Press International stylebook," 1992)</p> <p>For in-text citations: use a short title in place of the author name. No quotation marks and no italics.</p> <p>"United Press International" is a proper name, hence the capitals.</p>
Corporate author	<p>NSW Board of Studies. (2003). <i>Science years 7–10 syllabus</i>. Sydney: Author.</p> <p>In this case the author and the publisher are the same.</p>	<p>Stage 6 students can "critically analyse the opinions of others" (NSW Board of Studies, 2003, p. 69).</p>
Long name—abbreviated title	<p>New South Wales Department of School Education. (1997). <i>Strategies for assessment and reporting: Primary schools</i>. Ryde: Author.</p> <p>A cross-reference for an abbreviated title may be included in your Reference List:</p> <p>DSE—see New South Wales Department of School Education.</p>	<p>First in-text citation: (APA, 2010, p. 177) (Department of School Education [DSE], 1997, p. 7).</p> <p>Subsequent citations: . . . (DSE, 1997, p. 7).</p>
Edited book	<p>Burchfield, R. W. (Ed.). (1996). <i>The new Fowler's modern English usage</i> (3rd ed.). Oxford: Oxford University Press.</p>	<p>(Burchfield, 1996, p. 707).</p>
Multi-volume work	<p>Abrams, M. H., & Stilling, J. (Eds.). (2001). <i>The Norton anthology of English literature: Vol. 2A. The romantic period</i> (7th ed). New York: Norton.</p>	<p>(Abrams & Stilling, 2001, p. 32).</p> <p>Abrams and Stilling (2001, p. 4) maintain . . .</p> <p>Abrams and Stilling (2001) suggest ". . ." (p. 57).</p>

Periodicals: Articles in Print

— journals, monthly and weekly magazines, and newspapers. For journal articles found electronically, see page 10 below.

If a **Digital Object Identifier (DOI)** has been assigned to an article, include it in your reference list entry—for both print and electronic sources (APA, 2010, p, 189, para 6.31). See the third example, below.

	Reference List	In-text Citation
<p>One author</p> <p>For all journal articles (both print and online) always include the journal issue number (if available) along with the volume number.</p>	<p>Crispin, G. (1996). Trial by fire. <i>Pottery in Australia</i>, 35(3), 18–19.</p> <p>The volume number is italicized, but the issue number (and its parentheses) is not.</p>	<p>(Crispin, 1996, p. 18)</p>
<p>Two authors</p>	<p>Klimoski, R., & Palmer, S. (1993). The ADA and the hiring process in organizations. <i>Consulting Psychology Journal: Practice and Research</i>, 45(2), 10–36.</p>	<p>(Klimosky & Palmer, 1993)</p>
<p>Print article with DOI, two authors</p>	<p>Charman, R. E., & Vasey, J. R. (2008). Surgical treatment of carpal flexural deformity in 72 horses. <i>Australian Veterinary Journal</i>, 86(5), 195–199. doi:10.1111/j.1751-0813.2008.00275.x</p>	<p>(Charman & Vasey, 2008, p. 196)</p>
<p>Three , four, or five authors</p>	<p>Corfield, G. S., Read, R. A., Nicholls, P. K., & Lester, N. (2007). Gall bladder torsion and rupture in a dog. <i>Australian Veterinary Journal</i>, 85(6), 226–231.</p>	<p>First in-text citation: Cite all names (Corfield, Read, Nicholls, & Lester, 2007)</p> <p>Subsequent citations: (Corfield et al., 2007)</p>
<p>Six or seven authors</p>	<p>List all authors</p>	<p>See page 2.</p> <p>For six or more authors, cite only the first author, followed by <i>et al.</i> (not italicized, and with a stop after <i>a</i>) for all citations.</p> <p>(Bloggs et al., 2009, p. 23)</p>

Periodicals (cont.)	Reference List	In-text Citation
Eight or more authors	<p>Liu, Y., Zhou, J., Yang, H., Yao, W., Bu, W., Yang, B., . . . Wang, X. (2007). Susceptibility and transmissibility of pigeons to Asian lineage highly pathogenic avian influenza virus subtype H5N1. <i>Avian Pathology</i>, 36(6), 461–465.</p> <p>Include the first six authors' names, then insert an ellipsis (three spaced full stops), and add the last author's name.</p>	<p>As per six or more authors.</p> <p>For six or more authors, cite only the first author, followed by <i>et al.</i> (not italicized, and with a stop after <i>a</i>) for all citations</p> <p>(Liu et al., 2007, p. 462)</p>
No author named	<p>Improving ADR reporting. (2002). <i>The Lancet</i>, 360, 1435.</p> <p>When no author or editor is named, place the title in the author position.</p>	<p>("Improving ADR Reporting," 2002)</p> <p>In-text, use a short title. The first and major words are capitalized, and quotation marks are used. No italics. See APA, 2010, p. 176, para. 6.15.</p>
Monthly magazine article	<p>Reid, T. (2005, January). Caffeine. <i>National Geographic</i>, 207, 2–33.</p> <p>The volume number and the following comma are italicized.</p>	<p>(Reid, 2005, p. 31)</p>
Weekly magazine article	<p>Gasparino, C. (2005, July 25). Good news: You're fired. <i>Newsweek</i>, 146, 48.</p>	<p>(Gasparino, 2005)</p>
Newspaper article	<p>Murray, L. (2006, September 26). PM at war with Telstra's \$9m man. <i>The Sydney Morning Herald</i>, p. 1.</p>	<p>(Murray, 2006)</p>
Letter to the editor	<p>Drennan, G. (2006, September 26). [Letter to the editor]. <i>The Sydney Morning Herald</i>, p. 14.</p>	<p>(Drennan, 2006)</p>

Audiovisual Media (See APA, 2010, pp. 209–210; Perrin, 2012, pp. 99–104).

See also the *APA Style Guide to Electronic References* at <http://www.csu.edu.au/division/library/ereserve/pdf/apa-style-guide.pdf>

Square brackets [] are used to describe the type of resource being cited.

	Reference List	In-text Citation
Motion picture	Scorsese, M. (Producer), & Lonergan, K. (Writer/Director). (2000). <i>You can count on me</i> [Motion picture]. United States: Paramount Pictures. The picture's country of origin <i>and</i> the name of the movie studio are given.	(Scorsese, 2000)
DVD	For a DVD recording, follow the pattern for a motion picture, giving details of the recording. Include the notation [DVD] after the name of the movie.	
Video	American Psychological Association (Producer). (2007). <i>Responding therapeutically to patient expression of sexual attraction</i> [DVD]. Available from http://www.apa.org/pubs/videos/4310767.aspx	(American Psychological Association, 2007)
Television broadcast	Crystal, L. (Executive Producer). (1993, October 11). <i>The MacNeil/Lehrer news hour</i> [Television broadcast]. New York and Washington, DC: Public Broadcasting Service.	(Crystal, 1993)
Music Recording	Writer, A. (Date of copyright). Title of song [Recorded by artist if different from writer]. On <i>Title of album</i> [Medium of recording: CD, record, cassette, etc.]. Location: Label. (Recording date if different from copyright date). Shocked, M. (1992). Over the waterfall. On <i>Arkansas traveller</i> [CD]. New York: Polygram Music.	(Shocked, 1992, track 3)
Streaming video (e.g., YouTube video)	Author, A. A. [User name]. (year, month day). <i>Title of video</i> [Video file]. Retrieved from http://xxxxx User name. (year, month day). <i>Title of video</i> [Video file]. Retrieved from http://xxxxx To make retrieval easier, the person who posted the video is credited as the author. If the person's real name and user name are both available, provide the real name in the format Author, A. A., followed by the user name inside brackets. Otherwise, when the real name is not available, include only the user name, without brackets.	(Author, year, month day) e.g.: (Brown, 2012, January 23)

Electronic Media

Important note:

If you cannot work out how to cite a particular type of electronic resource from the advice given below, then go to the *APA Style Guide to Electronic References*, which is available at <http://www.csu.edu.au/division/library/ereserve/pdf/apa-style-guide.pdf>

See especially page 2, *How references are constructed*. If you cannot find an exact model, then choose one that is close to the source you are using, and follow the model provided (APA 2010, p. 193).

Basic Principles:

Digital Object Identifier (DOI):

Many scholarly publishers now assign a Digital Object Identifier (DOI) to journal articles and other documents. The DOI is a unique string of numbers that identifies content and provides a lasting link to its location on the Internet.

When a DOI is available, use it instead of the URL in the reference. No further retrieval information is needed.

The DOI is usually located on the first page of an article. It may also be listed on the full record display of the database you used to find the article.

The safest way to include the DOI in your reference list entry is by copying and pasting whenever possible.

To find an article for which a DOI is given, go to: <http://www.crossref.org/>

—and enter the DOI string into the DOI Resolver

Note:

Some teachers do not require students to include retrieval statements for journal articles that have been located electronically and downloaded as a pdf file.

If your lecturer accepts this, then such articles should be referenced as if they were from a print journal.

Retrieval dates:

The retrieval date is NOT included when the content is in its final form, and is not likely to be changed.

Publisher identity:

If the publisher's identity is not clear from the author name, database name, or other information, include it as part of the retrieval statement. This may be the case for large and complex websites. (For examples, see the first two examples on page 12, the first example on page 13 or the second example on page 14 of this guide.)

Database name:

In general, it is NOT necessary to include a database name in a reference list entry (The last example on page 11 is a rare exception.)

Online journal articles:

Many journal articles (sometimes called periodicals) are available on the Web. Some have previously been published in print; others are only available electronically. *Peer reviewed* journals provide reliable information. In contrast, general websites are often unreliable, and can be difficult to cite.

For these reasons, the following approach is highly recommended:

1. **use the library's databases** to find reliable, peer-reviewed (academic-quality) articles;
2. **select the pdf versions** of articles that have already appeared in print;
3. **cite** the articles in the following way.

Note: If the electronic version of an article you are using is a draft version or not in its final form, then refer to the *Publication Manual* (6th ed.).

	Reference List	In-text Citation
Article with DOI assigned See notes above, page 9.	<p>McDougall, K. L. (2007). Grazing and fire in two subalpine peatlands. <i>Australian Journal of Botany</i>, 55(1), 42–47. doi:10.1071/BT06096</p> <p>If a DOI is available, simply include it at the end of your reference list entry.</p> <p>No further retrieval information is needed to identify or locate the article.</p> <p>Always include the issue number, if available, along with the volume number.</p>	(McDougall, 2007, p. 43)
Article with no DOI assigned	<p>Drury, V., Francis, K., & Chapman, Y. (2009). Mature learners becoming registered nurses: A grounded theory model. <i>Australian Journal of Advanced Nursing</i>, 26(2), 39–45. Retrieved from http://www.ajan.com.au/</p> <p>If a DOI for a journal article retrieved online is not available, give the URL of the journal home page.</p> <p>No retrieval date is needed.</p>	(Drury, Francis, & Chapman, 2009, p. 41)

Electronic Books

Note: “Retrieved from” and “Available from”.

When using the CSU catalogue, most of the electronic books you use are immediately and freely available to you. In these cases use “Retrieved from” at the start of the retrieval statement.

However, if a source is not immediately available to you for free, then use “Available from” instead.

Entire book (Book found through database)	Grant, G. (2008). <i>Family wars: Classic conflicts in family business and how to deal with them</i> . Retrieved from EBook Library. This book was accessed through an electronic collection, so the name of the collection, EBook Library, is given. Other commonly used collections are Safari Books Online, and PsychBOOKS database. Google Books and Project Gutenberg are sources of out of print books.	(Grant, 2008, p. 45)
Entire book (Book found on public website)	O’Keefe, E. (n.d.). <i>Egoism & the crisis in Western values</i> . Available from http://www.onlineoriginals.com/showitem.asp?itemID=135 O’Keefe’s book was found on a publicly accessible website, so the URL is given. Note the use of “Available from” in this example, as the whole text must be purchased.	(O’Keefe, n.d.)
Book chapter (Book found through database)	Mitchell, H. W. (1913). Alcoholism and the alcoholic psychoses. In W. A. White & S. E. Jelliffe (Eds.), <i>The modern treatment of nervous and mental diseases</i> (Vol. 1, pp. 287–330). Retrieved from PsychBOOKS database.	(Mitchell, 1913, p. 290)

Online Reference Resources

Online encyclopaedia	Graham, G. (2005). Behaviourism. In E. N. Zalta (Ed.), <i>The Stanford encyclopedia of philosophy</i> . Retrieved from http://plato.stanford.edu If the author of the entry is not named, place the title in the author position. See the following example.	(Graham, 2005)
Online dictionary	Pluperfect. (2009). In <i>Oxford English dictionary online</i> . Retrieved from http://dictionary.oed.com/ The author of the entry is not named, so the title is placed in the author position.	("Pluperfect," 2009)

CSU Curriculum and Course Material (Including Subject outlines and Readings)

(Not all of these items are mentioned in APA, but the principles are applied here.)

Subject outline	Bardos, J. A. (2010). <i>Introduction to nursing</i> [SSS016 201015 Subject Outline]. Retrieved from Charles Sturt University website: http://interact.csu.edu.au/portal/site/SSS016_201015_B_D	(Bardos, 2010, p. 27)
Article or chapter in a university book of Readings	Give only the original citation details for the article or chapter in APA style. Page numbers are those <i>of the original article</i> . Do NOT give details of the book (or CD-ROM) of university readings. Similarly, for material found in eReserve in the library, include only the original citation details for the article or chapter.	Author, date, and page number <i>of the original article</i> to be provided in in-text citation.
Lecture notes	Brieger, B. (2005). Lecture 3: <i>Recruitment and involvement of trainees</i> [PowerPoint slides]. Retrieved from Johns Hopkins Blomberg School of Public Health OpenCourseWare website: http://ocw.jhsph.edu/courses/TrainingMethodsContinuingEducation/lectureNotes.cfm	(Brieger, 2004, slide 4)
CSU Interact material	Lipu, S. (2009). <i>The information society</i> [INF100 Module 2.3]. Retrieved January 20, 2009, from Charles Sturt University website: http://interact.csu.edu.au/portal/site/INF100_200910_W_D/page/40e08a17-4b31-45c7-00a7-e846ca5c7052 The retrieval date is included here because CSU Interact sites are constantly changing.	(Lipu, 2009)
Forum posting	Bardos, J. (2010, January 13). Webmail has been discontinued [Online forum comment]. Retrieved from http://forums.csu.edu.au/perl/forums.pl?forum_id=SSS016_201015_B_D_forum&task=frameset	(Bardos, 2010)

Technical and Research Reports

Technical and research reports “usually cover original research, but may or may not be peer reviewed” (APA, 2010, p. 205, para. 7.03). Such reports are produced by a range of organizations including government departments, advocacy groups, trade groups, and corporations. It includes material that is sometimes known as “gray literature”.

In the following examples a retrieval date is NOT necessary because the documents are dated and are not likely to be changed.

Fact sheet	Nell, J. (2007, July). <i>Diseases of Sydney rock oysters</i> [Primefact 589]. Retrieved from NSW Department of Primary Industries website: http://www.dpi.nsw.gov.au/__data/assets/pdf_file/0004/164182/Diseases-of-Sydney-rock-oysters.pdf A description of the work is included in square brackets to aid in document identification and retrieval.	(Nell, 2007, p. 3)
Fact sheet	NSW Department of Health. (2007, September 24). <i>Solarium safety</i> [Fact sheet]. Retrieved from http://www.health.nsw.gov.au/factsheets/general/solarium.html	(NSW Department of Health, 2007, Causes of cancer, para. 2)
Information card	Beyond Blue. (2009). <i>Anxiety disorders</i> [Information card]. Retrieved from http://www.beyondblue.org.au/index.aspx?link_id=7.980&http://www.beyondblue.org.au/index.aspx?link_id=6.1068&tmp=FileDownload&fid=1100	(Beyond Blue, 2009)
Consumer brochure	California Board of Psychology. (2005). <i>For your peace of mind: A consumer guide to psychological services</i> [Brochure]. Retrieved from http://www.psychboard.ca.gov/formspubs/consumer-brochure.pdf	(California Board of Psychology, 2005)
Press release	NSW Department of Primary Industries. (2008, November 14). <i>NSW helps Tasmania put the lid on foxes</i> [Press release]. Retrieved from http://www.dpi.nsw.gov.au/aboutus/news/recent-news/forests/put-the-lid-on-foxes	(NSW Department of Primary Industries, 2008, para. 5.)
Australian Bureau of Statistics Bulletin	Australian Bureau of Statistics. (1999). <i>Disability, ageing and carers: Summary of findings</i> (No. 4430.0). Canberra: Author. The Australian Bureau of Statistics is both author and publisher.	(Australian Bureau of Statistics, 1999)

Australian Bureau of Statistics from AusStats database	Australian Bureau of Statistics. (2001). <i>Census of population and housing: B)1 selected characteristics (First release processing) postal area 6050</i> . Retrieved November 20, 2002, from AusStats Database.	(Australian Bureau of Statistics, 2001).
Document contained within a large and complex website (e.g. the CSIRO, ABS, Department of School Education, or a University) (APA, 2010, p. 206, Examples 33 & 34)	Chou, L., McClintock, R., Moretti, F., & Nix, D. H. (1993). <i>Technology and education: New wine in new bottles: Choosing pasts and imagining educational futures</i> . Retrieved from Columbia University, Institute for Learning Technologies website: http://www.ilt.columbia.edu/publications/papers/newwine1.html Note that the URL is preceded by a colon.	(Chou, McClintock, Moretti, & Nix, 1993)

Conference Papers

For conference papers and reports relating to meetings and symposia, see also the *APA Style Guide to Electronic References*, available at <http://www.csu.edu.au/division/library/ereserve/pdf/apa-style-guide.pdf>

Unpublished conference paper presented at a meeting, and retrieved electronically	Evans, L. (2007, August). <i>Observations on the changing language of accounting</i> . Paper submitted to the Fifth <i>Accounting History International Conference</i> , Banff, Canada. Retrieved from http://www.commerce.usask.ca/special/5ahic/papers/5AHIC-62%20Final%20paper.pdf	(Evans, 2007)
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General Interest Media and Alternative Presses

Newspaper article	Mannion, J. (2009, May 25). Military chiefs back Obama on Guantanamo. <i>The Sydney Morning Herald</i> . Retrieved from http://news.smh.com.au/	(Mannion, 1999)
Audio Podcast	Rayner, M. (Executive Producer). (2009, May 3). Spooking the strategic imagination: Australia's defence policy. <i>Hindsight</i> [Audio podcast]. Retrieved from http://mpegmedia.abc.net.au/rn/podcast/2009/05/hht_20090503.mp3	(Rayner, 2009)

Web sites:

University teachers advise against using websites that are not associated with identifiable and reliable journals, scholars, universities, research organizations (such as the CSIRO), or government bodies (including the ABS).

All websites should be carefully evaluated. If you cannot find out who is responsible for a site, then you should avoid it.

If page numbers are not given on a website, then include a section identifier and/or paragraph number: (Wilson, 2005, Introduction section, para. 3).

	Reference List	In-text Citation
Chapter or section in an internet document—author named	Ogilvie, D. (n.d.). Why I don't eat honey. In <i>Why be vegan</i> . Retrieved from http://www.vegetarianvictoria.org.au/Search.aspx?key=why+be+vegan (n.d.) means that the date of publication was unavailable. The name of the site, <i>Why be vegan</i> , is in italics. The article, or section (Why I don't eat honey), is not in italics.	(Ogilvie, n.d.)
Internet document—no author	Effects of global warming on whales. (n.d.). Retrieved from http://www.stopwhaling.org/site/c.foJNIZOyEnH/b.2660179/k.BBA7/Stop_Whaling__Effects_of_Global_Warming_on_Whales__IFA_W_US.htm Begin the entry with the title of the document.	("Effects of Global Warming," n.d., para. 3). In-text, use a short title. The first and major words are capitalized, and quotation marks are used. No italics.

Secondary Sources

	Reference List	In-text Citation
Book	Truss, L. (2003). <i>Eats, shoots, and leaves: The zero tolerance approach to punctuation</i> . London: Profile. Record the book that you actually read.	According to Paul Robinson (as cited in Truss, 2003, p. 124) semi-colons are often used pretentiously.
Journal article	Bourke, C. A. (2005). A review of kikuyu grass (<i>Pennisetum clandestinum</i>) poisoning in cattle. <i>Australian Veterinary Journal</i> , 85(7), 261–267. doi: 10.1111/j.1751-0813.2007.00168.x Record the journal that you actually read.	Peet et al. (as cited in Bourke, 2005, p. 264), examined the stomachs of affected sheep (Peet et al., as cited in Bourke, 2005, p. 264).

Personal Communications

	Reference List	In-text Citation
Personal communication (Including letters, conversations, personal interviews, and e-mail messages.)	Not included in the reference list as they cannot be traced by the reader.	R. Smith reported that 27 mm of rain fell on the paddock last week (personal communication, July 11, 2007). (B. G. Binns, personal communication, June 23, 2007)

Note on assignment layout:

The *APA Publication Manual*, which offers guidance on many aspects of formatting and presentation, was written to provide guidance for authors preparing manuscripts to be submitted for publication in journals. Journal editors and typesetters receive copy manuscripts in their preferred style, but the final typeset product may differ from the original (APA, 2005, p. 321).

However, student assignments are not usually intended for publication; they are a “final” product. Consequently, the requirements for the presentation of university essays, theses, and reports—particularly in relation to questions of layout and structure—may differ from APA style. In all cases, the rules should be balanced with good judgement. If in doubt, check your subject outline or ask your lecturer.

Other Resources

American Psychological Association. (2010). *Publication manual* (6th ed.). Washington DC: Author. Chapter 7 of the sixth edition is available at http://primo.unilinc.edu.au/primo_library/libweb/action/dlDisplay.do?vid=CSU&docId=aleph001852326

The *APA Style Guide to Electronic References* is available at <http://www.csu.edu.au/division/library/ereserve/pdf/apa-style-guide.pdf>

Learning Skills highly recommends that you purchase a copy of Robert Perrin’s *Pocket Guide to APA Style* (4th ed.) from the Co-op Bookshop.

The official APA Style Blog (<http://blog.apastyle.org/>) is searchable and contains excellent advice for APA users.

The CSU Learning Support Forum (<http://student.csu.edu.au/study>), which can be searched, provides responses to referencing questions.

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