

This fact sheet provides a comprehensive beginner's guide to entries in the APA referencing system. Use these links for more information: [APA style](#), [APA style blog](#) and [APA Style Help](#).

Variations in authors

APA (6th ed.) requires page or paragraph numbers in in-text references for direct quotations and encourages the same for paraphrases. However, most science disciplines do not require page or paragraph numbers except for direct quotations. If you are unsure, check with your unit coordinator.

<p>A. Single author Write the author's surname only in-text. Type the title References on new page/centred /same size text/no italics/no bold</p>	In-text	The idea of progress is much overrated (Addington, 1994). Addington (1994) states that . . .
	References	Addington, H. (1994). <i>Cultural cringe: A study of change</i> . London, England: Routledge.
<p>B. Two authors Cite both surnames every time the reference occurs in text. Use 'and' between authors, but use an & when in brackets and in References.</p>	In-text	Holper and Torok (2008) claim . . . Climate change will affect all lives on this planet (Holper & Torok, 2008).
	References	Holper, P. N., & Torok, S. (2008). <i>Climate change: What you can do about it at work, at home, at school</i> . Sydney, Australia: Pan Macmillan Australia.
<p>C. Three to Five authors Name all authors in your first in-text reference, but use 'et al.' after this. Use 'and' between the last two authors in your sentence preceded by a comma. However, if all of the in-text reference is in brackets, use an '&' instead of 'and'. Name all authors in the references. Use an '&' preceded by a comma.</p>	In-text	First mention: MacKay, Clarke, Fleming, Collins, and Sue (2006) demonstrate that . . . OR (MacKay, Clarke, Fleming, Collins, & Sue, 2006) Subsequent mentions: MacKay et al. (2006) also found that . . .
	References	MacKay, I., Clarke, C., Fleming, M., Collins, M., & Sue, J. (2006). <i>Food the focus for our future</i> . Oxford, England: Oxford University Press.
<p>D. Six or more authors Cite only the first author's surname, followed by 'et al.' in-text. For 6-7 authors, record all the authors' names in the References. Use an '&' preceded by a comma before the last name. For 8 or more authors, record the first six authors followed by . . . and the last author.</p>	In-text	Peters et al. (1995) base their study on an economic model. This study is based on an economic model (Peters et al., 1995).
	References	6-7 authors Peters, C., Suzuki, T., Corrigan, Y. T., Najar, P., Dudley, P., & Thomas, E. (1995). <i>New economies for new times</i> . Chicago, IL: University of Chicago Press. 8 or more authors Field, C. B., Barros, V., Stocker, T. F., Dahe, Q., Dokken, D., Ebi, K. L., . . . Midgley, P.M. (Eds.). (2012). <i>Managing the risks of extreme events and disasters to advance climate change adaptation</i> . IPCC. Retrieved from http://www.ipcc.ch/pdf/special-reports/srex/SREX_Full_Report.pdf
<p>E. Multiple works by the same author Use a, b, c . . . to differentiate between works written in the same year by the same author. Page or paragraph numbers may not apply to the in-text reference for statements about the whole of a study.</p>	In-text	In her first study, Sheldon (1996) supports the theory, but her two later studies (1999a, 1999b) modify this claim.
	References	Sheldon, S. (1996). <i>Language Limits</i> . London, England: Duckworth. Sheldon, S. (1999a). Morphemic resonance: A new dimension. <i>Discourse Studies</i> , 23, 67–72. Sheldon, S. (1999b, Spring). Rules and tools. <i>Journal of Semantics</i> , 43, 23–45.
<p>F. Authors with the same surname (a) co-authors of a work (b) separate works In text, where it is necessary to distinguish between authors with the same surname, use the authors' initials. Place initials after the surname when in brackets, and before the surname when in the sentence.</p>	In-text	(a) Scollon, Scollon and Jones (2011) argue that . . . (b) A recent report (Jones, R.W., 1991) indicated . . . but D.J. Jones (1993) has refuted the findings.
	References	(a) Scollon, R., Scollon, S. W., & Jones, R. H. (2011). <i>Intercultural communication</i> (3 rd ed.). Retrieved from http://UNEeblibcom.au/patron/FullRecord.aspx?p=822409 (b) Jones, D. J. (1993). <i>Review of social needs in the North West region</i> . Lismore, Australia: FACS. Jones, R. W. (1991). <i>Report to the CARE centre</i> . Armidale, Australia: DOCS.
<p>G. Author unknown (a) use name of the organisation (b) use title of work If no organisation, use the title in double quotation marks (articles, a chapter, web page) OR italics (periodical, book, brochure, report).</p>	In-text	(a) The NSW Board of Studies (2006) advocates an . . . (b) Vaccine efficiency is six times more efficient . . . ("New Child Vaccine", 2001).
	References	(a) NSW Board of Studies (2006). <i>Syllabus development handbook</i> . Retrieved from http://www.boardofstudies.nsw.edu.au/manuals/pdf_doc/syl_dev_hbook.pdf (b) New child vaccine gets funding boost. (2001). Retrieved from http://news.ninensn.com.au/health/story_13178.asp
<p>H. Citing several sources at once In text, authors' names are presented alphabetically and each reference is separated by a semicolon (;). All authors are represented in the reference list.</p>	In-text	Policy makers argue that the connection between science and business should not be viewed critically (Branscomb, 1997; Noble, 1993; Stokes, 1997).
	References	Branscomb, I. (1997). <i>Investing in innovation</i> . New York, NY: Routledge. Noble, B. (1993). <i>America by design</i> . New York, NY: Knopf. Stokes, D. (1997). <i>Pasteur's quadrant</i> . Washington, DC: Brookings Institution Press.

Variations in dates, editions, DOIs and web addresses

I. A work with no publication date <i>'n.d.' means 'no date'. Avoid using works without a date as most authentic academic sources are always dated.</i>	In-text	Shaw (n.d.) finds that . . . One study (Shaw, n.d.) suggests . . .
	References	Shaw, O. (n.d.). <i>Reflective learning</i> . London, England: Faber.
J. Edition <i>If a source is 2nd or later edition, state the edition after the title inside brackets in this format (xx ed.).</i>	In-text	Writers need to consider . . . (Heffernan, Lincoln, & Atwill, 2001).
	References	Heffernan, J. A. W., Lincoln, E. J., & Atwill, J. (2001). <i>Writing, a college handbook</i> (5th ed.). New York, NY: W. W. Norton.
K. The DOIs and URLs <i>A DOI is a unique set of numbers that provides a permanent link to the document's location on the Internet. The DOI is located on the first page of the electronic article.</i> <i>If no DOI, use the home page URL for the electronic journal or book.</i> <i>For eBooks and journal articles from the UNE server (ezproxy), only the 'root' of the URL (host or domain name) is used in the URL.</i>	Either of these formats for the DOI in your References is currently acceptable: doi:10.1177/1084822305284310 (doi only) OR http://dx.doi.org/10.1177/1084822305284310 (direct link URL with a doi embedded) Note that the letters doi are lower case, followed by a colon and no space.	
	Remove the hyperlink (or underline) in a web address in the references by right clicking on the hyperlink. There is no full stop at the end of the URL e.g. http://une.edu.au Avoid long strings in the URL (ezproxy) by providing only the root of the URL e.g. Chalker, S., & Weiner, E. (1998). In <i>The Oxford dictionary of English grammar</i> . Retrieved from http://www.oxfordreference.com/ezproxy.une.edu.au/view/10.1093/acref/0780492800879.001.0001/acref-0780492800879	

Examples of some common references in academic writing

1. Book (a) print (b) online (URL) (c) online (DOI) <i>Use the DOI if available, otherwise use the URL of the electronic book.</i> <i>See item K (above) for more information on the DOI or URL</i>	In-text	(a) Barrett and Roberts (2002) find that the concept . . . (b) Several levels of consciousness were found (Tart, 1997). (c) Sawyer (2010) finds that the influence of peers was . . .
	References	(a) Barrett, M., & Roberts, L. (2002). <i>Working communication</i> . Milton, Australia: John Wiley & Sons. (b) Tart, C.T. (1997). <i>States of consciousness</i> . Retrieved from http://www.netlibrary.net/ (c) Sawyer, A. (2010). <i>Language socialization in multilingual societies</i> [Kindle DX version]. doi:10.1037/1076293722
2. Website / web page (a) author , cite the person who wrote the material. Note (b) no author , use the corporation or group. (c) no group as an author , If no organisation, use the title in double quotation marks (articles, a chapter, web page) OR italics (periodical, book, brochure, report). No page , use paragraph number (if no paragraph number, use the section title if possible after the author and date). No date of publication, use n.d. NOTE: in (a) and (c) , provide the website name in the retrieval statement if you have the information	In-text	(a) Ennis (2013) states that critical thinking is... (b) The latest study suggests that community based programmes have been successful (World Health Organization [WHO], 2002). NOTE: First citation as above; Later citations (WHO, 2002) (c) Vaccine efficiency is six times more efficient . . . ("New Child Vaccine", 2001).
	References	(a) Ennis, R. H. (2009). <i>The nature of critical thinking: Outlines of general critical thinking dispositions and abilities</i> . Retrieved from Criticalthinking.net website: http://www.criticalthinking.net/longdefinition.html (b) World Health Organization (WHO). (2010). <i>Evidence-based public health initiatives</i> . Retrieved from http://www.who.org/positions/evidence_based.html (c) New child vaccine gets funding boost. (2001). Retrieved from http://news.ninensn.com.au/health/story_13178.asp
HINT: To paste in the URL or DOI, Do Not start on a new line. Paste it next to 'Retrieved from'. Then, you can get part of the address to sit on the same line by using a 'soft return' (hold down 'shift' and tap 'return'). Try to do this before most punctuation (except http://)		
3. Journal articles (a) article in a journal (print) (b) article in an electronic journal (Internet) (c) article with the DOI <i>Italicise the volume number after the title e.g. 7, (volume by itself in italics). If (and only if) the journal is one that restarts the page numbering at 1 for each issue, include the issue number in parentheses after the volume number e.g. 7(3), but do not italicise the issue number.</i> <i>Use the DOI when citing electronic versions of journal articles (or URL if no DOI). See Variation K above.</i>	In-text	(a) Reid and Sand (1987) comment that . . . An earlier study (Reid & Sand, 1987) suggests that . . . (b) Collins (2010) argues that opposition to . . . The development of the rule of law occurred first within bureaucratic states (Collins, 2010). (c) Nutrition is an "integral part of effective healing" (Stefanski & Smith, 2006, p. 4).
	References	(a) Reid, J., & Sand, R. (1987). The wood and the grove. <i>Journal of Mythology</i> , 9, 23–34. (b) Collins, R. (2010). Geopolitical conditions of internationalism, human rights, and world law. <i>Journal of Globalization Studies</i> , 1, 29-45. Retrieved from https://www.socionauki.ru/journal/files/jogs/2010_1/geopolitical_conditions_of_internationalism.pdf (c) Stefanski, L. S., & Smith, K. J. (2006). The role of nutrition intervention in wound healing. <i>Home Health Care Management Practice</i> , 18(4), 293-299. doi:10.1177/1084822305284310

<p>4. Chapter in an edited book</p> <p>Write an entry for the author of the chapter. Use the date of publication of the edited book where you found the information.</p> <p>For an electronic version, include either the DOI as with an online book, or a retrieval statement plus the URL as with a website.</p>	In-text	Stories are an essential aspect of therapy (Phillips, 1999). Phillips (1999) argues that . . .
	References	Phillips, J. (1999). The psychodynamic narrative. In G. Roberts & J. Holmes (Eds.), <i>Healing stories: Narrative in psychiatry and psychotherapy</i> (pp. 7–15). Oxford, England: Oxford University Press.
<p>5. Reading on eReserve (Dixon Library)</p> <p>Treat the reference as you would any other reference of its type.</p>	In-text	Keesing (1991) argues that culture “implies a substantial degree of...” (p. 44).
	References	Keesing, R. M. (1991). “Culture” and Asian studies. <i>Asian Studies Review</i> , 15(2), 43–50.
<p>6. Secondary reference</p> <p>To acknowledge the work of one author that you have found in the work of another.</p> <p>Record only the work that you have actually seen in the list of references</p>	In-text	Gombrich argues that both art and nature are needs of the mind (as cited in Norrington, 1989). NOTE: Name the author of the idea, and give author, date and page number of the book where you read it.
	References	Norrington, F. G. (1989). <i>New aesthetics: Life in art</i> . London, UK: Faber & Faber. NOTE: Record only the work that you have actually seen in the References.
<p>7. Government publications</p> <p>(a) government reports (b) parliamentary publications (c) Australian Bureau of Statistics (ABS)</p> <p>If no identified author, these are cited by giving the name of the ministry or agency issuing the publication or report. This is known as the ‘corporate or group author’.</p> <p>When the author and publisher are the same (e.g. with a corporate author), replace the publisher with the word ‘author’ –see example (a). If accessed online, identify the publisher as part of the retrieval statement (b) unless the publisher is identified as author (c).</p>	In-text	(a) The Department’s report (Department of Defence, 2009) contains . . . (b) A report by the Close the Gap Campaign Steering Committee (2018) recommends . . . (c) In Australia, statistics show that there can be both short and long term risks from the consumption of alcohol (ABS, 2006).
	References	(a) Department of Defence. (2009). <i>The loss of HMAS Sydney II</i> . Canberra, Australia: Author. (b) Close the Gap Campaign Steering Committee. (2018). <i>A ten-year review: The Closing the Gap strategy and recommendations for reset</i> . Retrieved from Australian Human Rights Commission website: https://www.humanrights.gov.au/sites/default/files/document/publication/CTG%202018_FINAL-WEB.pdf (c) Australian Bureau of Statistics (ABS). (2006). <i>Alcohol consumption in Australia: A snapshot, 2004-05</i> (Cat. no. 4832.0.55.001). Retrieved from http://www.abs.gov.au/ausstats
<p>8. Report (other than government)</p> <p>(a) society, group, committee (b) business</p> <p>Reports from businesses, groups, committees and societies may provide concrete evidence in your writing.</p> <p>Use organisation name (corporate or group author) if there is no person as author.</p>	In-text	(a) In this financial report, Diabetes Australia (2010) clarifies the purpose . . . (b) GM Holden (2010) proposes that the future will lie . . .
	References	(a) Diabetes Australia. (2010). <i>Financial report for the year ended 30 June 2012</i> . Retrieved from http://www.diabetesaustralia.com.au/PageFiles/618/DA%20Financial%20Report%20YE%2030.06.12%20Signed%20with%20Audit%20Report.pdf (b) GM Holden. (2010). <i>Holden business report: Writing our own future</i> . Retrieved from http://www.holden.com.au/resources/documents/2010_Holden_Business_Report.pdf
<p>9. Paper presented at a conference, seminar</p> <p>(a) unpublished (b) published</p>	In-text	(a) Williams and Taji (1990) believe . . . (b) A combination of disciplinary and educational approaches is needed to deal with student plagiarism (McGowan, 2005).
	References	(a) Williams, R. R., & Taji, A. M. (1990, June). <i>Factors affecting vitrification — cytokinin and shoot growth</i> . Paper presented at the International Congress on Plant Cell and Organ Culture, Amsterdam, The Netherlands. (b) McGowan, U. (2005, December). Educational integrity: A strategic approach to anti-plagiarism. In <i>Proceedings of the 2nd Educational Integrity Conference</i> . Newcastle, Australia: University of Newcastle. Retrieved from http://www.newcastle.edu.au/conference/apeic/booklet/APEIC05proceeding.pdf
<p>10. Dictionaries / Encyclopedias</p> <p>(a) dictionary (author or editor) (b) encyclopedia (author) (c) dictionary (no author)</p> <p>Page or paragraph numbers may not apply to the in-text reference.</p> <p>If there is no author, in the in-text reference place the first few words of the title of an article or entry in the author position in double quotation marks.</p> <p>In the reference list, use the word “In” before the title.</p> <p>See Variation K above</p>	In-text	(a) A primary verb is one of the three verb types (Chaulker & Weiner, 1998). (b) AC/DC, formed in 1973, became one of Australia’s best known rock groups (McFarlane, 1999). (c) Tmesis involves separating syllables of a word with other intervening words, for example, fan-damn-tastic (“Tmesis”, 2013).
	References	(a) Chalker, S., & Weiner, E. (1998). In <i>The Oxford dictionary of English grammar</i> . Retrieved from http://www.oxfordreference.com (b) McFarlane, I. (1999). In <i>Encyclopedia of Australian rock and pop</i> . St Leonards, Australia: Allen & Unwin. (c) Tmesis. (2013). In <i>Oxford English dictionary online</i> . Retrieved from http://www.oed.com

<p>11. Pamphlet/brochure <i>Treat a brochure or a pamphlet as you would a book. However, most pamphlets have no page numbers</i></p>	<p>In-text</p>	<p>According to the High Country Urban Biodiversity Project (2012) a large diversity of native wildflowers grows on the New England Tableland.</p>
	<p>References</p>	<p>High Country Urban Biodiversity Project. (2012). <i>Native plants of southern New England, New South Wales</i>. NSW Government Environmental Trust.</p>
<p>12. Inserting data (Tables & Figures) <i>Data can be shown in many ways in your text: e.g. tables, graphic representations, images, maps, charts, drawings, photographs.</i> <i>Refer to the table or figure in your paragraph, then place your table or figure immediately below the text with the in-text reference written as a 'Note.'</i> (in italics) <i>Tables and figures have separate numbering systems.</i> <i>Italicise Figure number but not Table number.</i> <i>Your own/personal data does not require an author reference.</i></p>	<p>In-text</p>	<p>As shown in Figure 6, daily extremes in temperature in Australia ... (in your writing) <i>The in-text citation is in the 'Note.'</i> below the figure or table. <i>Figure 6.</i> Maximum Temperatures in Australia 2013 (label) <i>Note.</i> Reprinted from <i>Daily maximum temperature extremes graph of Australia</i>, by Australian Government Bureau of Meteorology (BOM), 2013, retrieved from http://www.bom.gov.au/cgi-bin/climate/extremes/extreme_graphs_annual.cgi NOTE: Put a Table number (above) or a Figure number (below) + caption + in-text reference</p>
	<p>References</p>	<p>Australian Government Bureau of Meteorology (BOM). (2013). <i>Daily maximum temperature extremes graph of Australia</i> [Graph]. Retrieved from http://www.bom.gov.au/cgi-bin/climate/extremes/extreme_graphs_annual.cgi NOTE: If you reprint or adapt outside sources, provide full citation in the reference list, giving information about the type of source in square brackets next to the title e.g. [Table], [Graph], [Image], [Data set], [Map].</p>
<p>13. Newspaper article (a) specified author <i>i. Print newspaper</i> <i>ii. Online newspaper</i> (b) unspecified author</p>	<p>In-text</p>	<p>(a) Target funding is not being met (Leech, 2002). Leech (2002) suggests that . . . (b) Debt levels have fallen ("Computer Industry Blamed", 1997) . . .</p>
	<p>References <i>(print & online examples)</i></p>	<p>(a) i. Leech, G. (2002, September 19). Call for research shake-up. <i>The Australian</i>, p. 13. (a) ii. Leech, G. (2002, September 19). Call for research shake-up. <i>The Australian</i>. Retrieved from http://www.theaustralian.news.com.au b) Computer industry blamed. (1997, July 7). <i>The Sydney Morning Herald</i>, p. 3.</p>
<p>14. Audio-visual (a) film (b) DVD (c) CD-ROM (d) television programs (e) TV show episode <i>In text, refer to the title and date of production.</i> <i>Description of form/medium of recording in References are placed in square brackets (not italics) and could include:</i> [Motion picture] [DVD] [CD ROM] [Audio podcast] [Television series episode]</p>	<p>In-text</p>	<p>(a) In <i>The Third Man</i> (Korda & Wells, 1949) . . . (b) <i>Australia's Geological History</i> (Clarke, 1986) explores . . . (c) Fine tuning the vocal folds creates different voice qualities . . . (Reid, 2004). (d) In <i>The Future of Work</i> (2010) . . . (e) The dialogue demonstrates the tension in the city's projects (Simon & Johnson, 2002).</p>
	<p>References</p>	<p>(a) Korda, A. (Producer), & Wells, O. (Director). (1949). <i>The third man</i> [Motion picture]. Great Britain: RKO Films. (b) Clarke, C. (Producer). (1986). <i>Australia's geological history</i> [DVD]. Sydney, Australia: Outback Films. (c) Reid, N. (Producer). (2004). <i>Phonetics: An interactive introduction</i> [CD-ROM]. Armidale, Australia: University of New England. (d) Productivity Association (Producer). (2010, November 26). <i>The future of work</i> [Television broadcast]. Sydney, Australia: ABC Television. (e) Simon, D. (Writer), & Johnson, C. (Director). (2002). <i>The detail</i> [Television series episode]. In D. Simon & E. Burns (Executive producers), <i>The wire</i>. New York, NY: HBO Time Warner.</p>
<p>15. UNE teaching material (a) topic notes (b) podcast (e.g. unit information, topic notes, assessment, presentation / powerpoint slides, podcast of lecture) <i>Replace 'audio podcast' with 'video webcast' for appropriate format.</i> Make sure you indicate the type of material in square brackets.</p>	<p>In-text</p>	<p>(a) According to Fisher (2011), there are two types of ethical concerns facing multinational corporations. (b) A. Brown (2010) argues that nationalism is . . .</p>
	<p>References</p>	<p>(a) Fisher, J. (2011). <i>GSB 751: Business ethics, corporate social responsibility and sustainability</i> [Topic notes]. Armidale, Australia: University of New England, Graduate School of Business. (b) Brown, A. (Producer). (2010, August 15). Nationalism: Lecture 1. [Audio podcast]. In <i>PAIS102: Introduction to Political Ideology</i>. Armidale, Australia: University of New England. Retrieved from http://www.une.edu.au</p>
<p>16. Personal communication <i>Information privately obtained e.g. personal conversation, interview, letter, lecture, email.</i> <i>A live lecture is treated as personal communication, but you must reference a podcast of a lecture.</i></p>	<p>In-text</p>	<p>Doubts were cast on the statistical methods used (P. Darnell, personal communication, May 3, 2014). In an email communication on 3 May 2014, Peter Darnell explained . . .</p>
	<p>References</p>	<p>Personal communications are not recorded in your reference list.</p>