Referencing is a standard convention used by academic and professional communities to inform readers of the sources of information used in a piece of written work. There are many referencing formats (e.g. Harvard, APA, MLA, Vancouver) and it is critical that you use the one prescribed by the people you are writing for. Check what style your College / topic requires. **This quick guide covers how to reference common source types using the American Psychological Association (APA) system (7th edition).**

⚠️ **Please note, this is not an exhaustive list.** More complete examples of APA 7th referencing can be found here:
https://apastyle.apa.org/style-grammar-guidelines/references/examples
or see the *Publication Manual of the American Psychological Association* (7th edn, 2019).

OVERVIEW

You must cite all your references in order to:
- **acknowledge** your sources
- allow the reader to **verify** the data / information
- allow the reader to **consult** your sources independently for their own purposes
- **show** the reader the depth and breadth of your reading.

References must be provided wherever you **quote** (use exact words), **paraphrase** (use other people's ideas using your own words), **summarise** (use main points of someone else's opinions, theories or data) or **use** other people's data or figures. Your references may be sources of information such as books, periodicals, websites, newspapers, government reports, legal cases, electronic recordings (CD, DVD, television) or brochures. Note that some of these sources are considered more credible than others. The main elements which need to be recorded in the APA system are the *author, date, title* and *where the source is found.*

The APA referencing system consists of two components, **both** of which are required:

1. **THE IN-TEXT CITATION**
   This is the short in-text reference to the source of the information e.g. Maguire (2018) or (Maguire, 2018).

2. **THE REFERENCE LIST**
   This is a list at the end of the written text of all references cited within. In this case it contains all the details of the reference rather than the short version used in the in-text citation. One item might look like this: Maguire, E. (2018). *Girls, autobiography, media: Gender and self-mediation in digital economies.* Springer.

THE USE OF GENERATIVE ARTIFICIAL INTELLIGENCE (eg. CHATGPT)

There are a number of generative artificial intelligence technologies that can be used to generate sophisticated language and visual content, such as Open AI's ChatGPT and DALL-E. These tools may become part of your assessment, so it is important to learn how to use them ethically and responsibly in order to avoid instances of academic misconduct.

- Ensure you check with your Topic Coordinator to confirm that the use of Generative AI technology is permitted in your assessment and to what extent.
- Ensure you cite content developed by these tools (an example of the use of ChatGPT as a source has been included in the In-text Citations and Reference List sections of this guide).
- Provide a declaration acknowledging which AI technologies have been used and how. This should be included either as a footnote or at the end of your reference list, as per your topic coordinator's preference. For example:

I acknowledge the use of ChatGPT in the drafting and proofreading of this assignment.

IN-TEXT CITATIONS

The following section shows how in-text citations are used under different circumstances.

The table below refers to both hard copy and electronic sources. A guide to APA in-text citations can be found at: https://apastyle.apa.org/style-grammar-guidelines/citations

> **REMINDER:** Some examples of in-text citations are provided in the table below. This is only a quick guide - not an exhaustive list. If you are using a source that is not specifically mentioned in the table (e.g., social media, personal correspondence, lecture notes, etc.) please refer to the APA in-text citations guide:
> https://apastyle.apa.org/style-grammar-guidelines/citations

QUOTATION BASIC FORMAT	Quotes should appear word-for-word the same as the original and be enclosed in quotation marks ("…"). Ordinarily, introduce the quotation with a signal phrase that includes the author's last name followed by the date of publication in parentheses. Put the page number (preceded by "p.") in parentheses after the quotation.
	Hart (1996) wrote that some primatologists "wondered if apes had learned Language, with a capital L" (p. 109).
	If the signal phrase does not name the author, place the author's last name, the year, and the page number in parentheses after the quotation. Use commas between items in the parentheses:
	Some primatologists "wondered if apes had learned Language, with a capital L" (Hart, 1996, p. 109).
	If the quote is longer than 40 words, you do not need quotation marks. Instead, it must be presented as an indented block on a new line below the text. Acknowledge the author, year and the page number in parenthesis after the final full stop.
	If the quotation runs across two pages in the original text, use "pp." and an en-dash ("–") for a range of pages (pp. 126–127).
	Chen (2006) claims "the optimal time for using coffee beans is between 2 and 4 weeks after roasting" (pp. 21–22).
	Note: See the Paraphrasing and Quoting Guide for more information about how to format quotes.
SUMMARY OR A PARAPHRASE BASIC FORMAT	Include the author's last name and the date either in a signal phrase introducing the material or in parentheses following it.
	According to Hart (1996), researchers took Terrace's conclusions seriously, and funding for language experiments declined.
	Researchers took Terrace's conclusions seriously, and funding for language experiments soon declined (Hart, 1996).
A WORK WITH TWO AUTHORS	Name both authors in the signal phrase or parentheses each time you cite the work. In the parentheses, use "&" between the authors' names; in the signal phrase, use "and".
	Greenfield and Savage-Rumbaugh (1990) have acknowledged that…
	Kanzi's linguistic development was slower than that of a human child (Greenfield & Savage-Rumbaugh, 1990).
A WORK WITH THREE OR MORE AUTHORS	When identifying work done by three or more authors, for the first and all subsequent citations use the first author's name followed by "et al." and the date. The phrase "et al." in Latin and means "and others".
	The chimpanzee Nim was raised by researchers who trained him in American Sign Language by moulding and guiding his hands (Terrace et al., 1979).
	Terrace et al. (1979) trained the chimpanzee Nim in American Sign Language by moulding and guiding his hands.

Flinders University

SLSS

ORGANISATION AS AUTHOR	If the author is a government agency or organisation, name the organisation in the signal phrase or in the parenthetical citation in the same way you would if it were a person.
	According to the Language Research Centre (2000), linguistic research with apes has led to new methods of treating humans with learning disabilities such as autism and dyslexia.
	If the organisation has a familiar abbreviation, you may include it in brackets the first time you cite the source.
	The national guideline for alcohol consumption is for no more than two standard drinks per day (National Health and Medical Research Council [NHMRC], 2009).
	The National Health and Medical Research Council (NHMRC, 2009) advises that people under the age of 18 should not drink alcohol.
TWO OR MORE WORKS IN THE SAME PARENTHESES	When your parenthetical citation names two or more works, put them in the same order that they appear in the reference list (i.e. alphabetically), separated by semicolons.
	Researchers argued that the apes in the early language experiments were merely responding to cues (Sebeok & Umiker-Sebeok, 1979; Terrace, 1979).
CHAPTERS WRITTEN BY DIFFERENT AUTHORS IN AN EDITED BOOK	Some books are put together by an editor or editors and consist of chapters written by different authors. In this case, cite the author(s) of the *chapter*, not of the book. So, if you used a particular chapter which was written by Facelli which was part of a book edited by Conran and Duckhouse in 2015, the reference would be Facelli (2015).
SECONDARY SOURCES	If you use a source that was cited in another work (a secondary source), name the original source in your signal phrase. If the date of the original work is known, include that too. In parenthesis, list the secondary source (the one you found it in) and its date, preceded by the words "as cited in". List the secondary source in your reference list. Secondary sources should be used sparingly, as it is best to find the original work if at all possible. In the following example, Carey & Stefaniak is the secondary source (i.e. the source that you have direct access to):
	Learner satisfaction increases with goal attainment which in turn increases self-efficacy perceptions (Schunk 1991, as cited in Carey & Stefaniak, 2018).
	Schunk (1991, as cited in Carey & Stefaniak, 2018) suggests learner satisfaction increases with goal attainment which in turn increases self-efficacy perceptions
PERSONAL COMMUNICATION	Interviews, letters, e-mail, and other person-to-person communications should be cited as follows:
	One of Patterson's former aides, who worked with the gorilla Michael, believes that he was capable of joking and lying in sign language (E. Robbins, personal communication, January 4, 2000).
	Note: *personal communication is not included in the reference list.*
TRADITIONAL KNOWLEDGE OR ORAL TRADITIONS OF INDIGENOUS PEOPLES	The manner of citing Traditional Knowledge or Oral Traditions of Indigenous Peoples varies depending on how the information has been accessed. If the information has been recorded (e.g. book, audio, interview transcript), cite in-text and include a reference list entry according to the appropriate source type.
	If the information has not been recorded, a variation of <u>personal communication</u> may be used. As much as possible, provide: full name, Indigenous nation or group, location, personal communication, and date of correspondence.
	We spoke with Anna Grant (Haida Nation, lives in Vancouver, British Columbia, Canada, personal communication, April 2019) about traditional understandings of the world by First Nations Peoples in Canada. She described . . .
	Be sure to maintain the integrity of Indigenous perspectives. Ensure information is accurate and appropriate to share before citing. Terms related to Indigenous Peoples must be capitalised (e.g. Kaurna, Wurundjeri, Traditional Custodian).
	Note: *as this is a form of personal communication, it is not included in the reference list.*
QUOTING RESEARCH PARTICIPANTS	Within the text, state that the quote is from a research participant. Protect the identity of the participants by referring to them by pseudonyms or nicknames, roles, descriptive phrases, or case numbers. For formatting, follow the same guidelines as other quotations.
	One participant, "Jane", a forty-year-old nurse from Townsville, noted that she felt "overwhelmed by the number of new cases this year."
	Note: *as participants are part of original research, they are not included in the reference list.*

OTHER ELECTRONIC SOURCES	Where possible, use the author-date style, as you would with any other source. For audio-visual material the author is usually the director, producer, or host. For further help ascertaining who the author of an electronic work or website is, please refer to the *Seventh Edition Publication Manual of the American Psychological Association*, available in the library, or APA website.
CITING GENERATIVE AI (CHATGPT)	Generative artificial intelligence such as Chat GPT is a quickly changing technology, which means that referencing conventions may change, so check for updates. Previously, AI content was referenced as a form of personal communication, but this *is no longer recommended*. The current APA guidelines recommend crediting the AI model as author along with the year of the version used.
	As 'ChatGPT is a language model, it may not be appropriate to use it as a primary source in academic work. If you are referencing a conversation you had with ChatGPT, it would be best to treat it as a personal communication rather than a published source.' (OpenAI, 2023). *Note: this should also be referenced in the reference list. See p.7 of this guide.*

COMMON IN TEXT REFERENCING ISSUES

UNKNOWN AUTHOR/ ANONYMOUS	If the author is unknown, use the title of the work in the place of the author's name. Use italics for titles which are italicised in the reference list. Use double quotation marks around the title if no italics are required in the reference list.
	Chimpanzees in separate areas of Africa differ in a range of behaviours. An international team of researchers has concluded that many of the differing behaviours are cultural, not just responses to varying environmental factors ("Chimps", 1999).
	In the rare case when "Anonymous" is specified as the author, treat it as if it were a real name: (Anonymous, 2001). In the list of references, also use the name Anonymous as author.
UNKNOWN DATE	When the date is unknown, APA recommends using the abbreviation "n.d." (for "no date").
	Attempts to return sign-language-using apes to the wild have had mixed results (Smith, n.d.).
NO PAGE NUMBERS	APA ordinarily requires page numbers for direct quotations and recommends them for long summaries or paraphrases. When an electronic source lacks stable numbered pages, your citation should include (if possible) information that will help readers locate the passage being cited. When a document has numbered paragraphs, use the paragraph number preceded by the abbreviation "para." (or "paras." – plural):
	(Hall, 2001, para. 5).
	If neither a page nor a paragraph number is given and the document contains headings, cite the appropriate heading and indicate which paragraph under that heading you are referring to:
	According to Kirby (1999), some critics have accused activists in the Great Ape Project of "exaggerating the supposed similarities of the apes [to humans] to stop their use in experiments" (Shared Path section, para. 6).
	When quoting from an audio-visual work (YouTube/TED Talk etc), use a time stamp to mark the beginning of the quotation instead of page numbers.
	In his TED Talk on the things which contribute to a good life, Waldinger claims that "living in the midst of warm relationships is protective" for our health (Waldinger, 2015, 4:54)
TWO OR MORE WORKS BY THE SAME AUTHOR IN THE SAME YEAR	When your list of references includes more than one work by the same author in the same year, use lowercase letters ("a", "b" and so on) with the year to order the entries in the reference list. Use those same letters with the year in the citation: Research by Kennedy (2000b) has yielded new findings concerning…
LEGISLATION	In-text citations of legislation do not include an author. Instead, the short title of the legislation appears in italics followed by the jurisdiction in brackets. If necessary, refer to the section of the legislation. Note, the year is included in the title. For example:
	According to s. 1.14 of the *Sex Discrimination Act 1984*. (Cth), it is unlawful for an employer to discriminate against a person based on their sex or sexual orientation.
FORMAT FOR SOURCE TYPE IS NOT LISTED IN APA	If the work you want to cite and include in your reference list does not match any specific example in the APA style manual, choose an example of the type of work which is most similar and adapt the format accordingly.

THE REFERENCE LIST

In APA style, the alphabetical list of works cited, which appears at the end of the paper, is titled "References". Every work cited in the text must be listed. Each entry usually contains four main elements: author(s), year of publication, title, and source/publishing data, in this order. The publishing data for a book or monograph consists of the name of the publishing company; for a journal article, the volume and issue numbers, page numbers, and Digital Object Identifiers (DOI) or Uniform Resource Locators (URL) if applicable.

Observe all details: capitalisation, punctuation, use of italics, and so on. Keep the list in alphabetical order by authors' last names; if a work has no author, list it alphabetically it by its title. The first element of each entry is important because citations in the text of the paper refer to it and readers will be looking for it in the alphabetised list. The date of publication appears immediately after the first element of the entry.

An example reference list can be found at the end of this guide.

> **REMINDER:** Some reference examples are provided in the list below. This is only a quick guide - not an exhaustive list. If you are using a source that is not specifically mentioned here (e.g., social media, personal correspondence, lecture notes, etc.) you can refer to the APA references examples guide:
> https://apastyle.apa.org/style-grammar-guidelines/references/examples

BOOKS

BASIC FORMAT FOR A BOOK	Author, A. (Year). *Title of book: Subtitle* (2nd ed.). Publisher Name.
	Highmore, B. (2001). *Everyday life and cultural theory*. Routledge.
EDITED BOOK	Duncan, G. J., & Brooks-Gunn, J. (Eds.). (1997). *Consequences of growing up poor*. Russell Sage Foundation.
AUTHORED BOOK WITH EDITOR CREDITED ON COVER	Plath, S. (2000). *The unabridged journals* (K. V. Kukil, Ed.). Anchor.
BOOK REPUBLISHED IN TRANSLATION	Singer, I. B. (1998). *Shadows on the Hudson* (J. Sherman, Trans.). Farrar, Straus and Giroux. (Original work published 1957)
	Note: cite translated works in the language in which it was translated. To cite a work that is in another language, provide the author, date, title, and source of the work in the original language as well as a translation of the title in square brackets after the title and before the period.
EDITION OTHER THAN THE FIRST	Helfer, M. E., Keme, R. S., & Drugman, R. D. (1997). *The battered child* (5th ed.). University of Chicago Press.
ARTICLE OR CHAPTER IN AN EDITED BOOK	Meskell, L. (2001). Archaeologies of identity. In I. Hodder (Ed.), *Archaeological theory today* (pp.187–213). Polity Press.
SINGLE VOLUME OF MULTIVOLUME WORK	Ford, B. (1989). *The Cambridge guide to the arts in Britain: Vol 4 The seventeenth century*. Cambridge University Press.
SHAKESPEARE	Shakespeare, W. (1995). Much ado about nothing (B. A. Mowat & P. Werstine, Eds.). Washington Square Press. (Original work published 1623)

JOURNALS AND PERIODICALS

BASIC FORMAT FOR A JOURNAL ARTICLE	Author, A. (Year). Title of article: Subtitle. *Title of the Journal, volume number*(issue number), start page-end page.
ONLINE JOURNAL ARTICLE (DOI available)	Lewandowsky, S., Cook, J., Fay, N., & Gignac, G. E. (2019). Science by social media: Attitudes towards climate change are mediated by perceived social consensus. *Memory & Cognition, 47*(8), 1445–1456. https://doi.org/10.3758/s13421-019-00948-y
JOURNAL ARTICLE FROM A RESEARCH DATABASE (no DOI)	Gleason, B., & Von Gillern, S. (2018). Digital citizenship with social media: Participatory practices of teaching and learning in secondary education. *Journal of Educational Technology & Society, 21*(1), 200–212.

OR IN PRINT	
ONLINE JOURNAL ARTICLE LOCATED ON A WEBSITE (no DOI)	Newnham, E. A., Titov, N., & McEvoy, P. (2020). Preparing mental health systems for climate crisis. *The Lancet Planetary Health, 4*(3), e89-e90. https://www.cci.health.wa.gov.au/Research/Publications
MAGAZINE ARTICLE (online)	DeAngelis, T. (2020, November 1). Music's power over our brains. *American Psychological Association, 51*(8), 24. https://www.apa.org/monitor/2020/11/news-music-power
MAGAZINE ARTICLE (print)	Raloff, J. (2001, May 12). Lead therapy won't help most kids. *Science News*, 159, 289–292.
	Note: month and day are not included in the in-text citation.
NEWSPAPER ARTICLE (online)	Harris, R. (2020, November 12). C*onflict threatens global health security as children miss out on life saving vaccines.* https://www.smh.com.au/politics/federal/conflict-threatens-global-health-security-as-children-miss-out-on-life-saving-vaccines-20201111-p56dn7.html
	Note: month and day are not included in the in-text citation.
NEWSPAPER ARTICLE (print)	Haney, D. Q. (1998, February 20). Finding eats at mystery of appetite. *The Oregonian*, pp. A1, A17.
	Note: month and day are not included in the in-text citation
REVIEW	Frazer-Carroll, M. (2019, May 8). Joy as well as struggle [Review of the book *Girl, Woman, Other* by B. Evaristo] The Guardian. https://www.theguardian.com/books/2019/may/08/girl-woman-other-by-bernardine-evaristo-review
	Note: month and day are not included in the in-text citation.

ELECTRONIC SOURCES

WEBPAGE WITH AN INDIVIDUAL AUTHOR	Cherry, K. (2020, July 19). *Tips for overcoming procrastination.* Verywell Mind. https://www.verywellmind.com/tips-for-overcoming-procrastination-2795714
	Note: include the most specific publication date possible. This means citing the date a work was last updated if this information is available. Retrieval date is only necessary if the content is likely to be updated.
WEB PAGE WITH AN ORGANISATION OR GROUP AS AUTHOR	World Health Organisation. (2020, May 20). *Asthma.* https://www.who.int/news-room/fact-sheets/detail/asthma
	Note: include the most specific publication date possible. This means citing the date a work was last updated if this information is available. Retrieval date is only necessary if the content is likely to be updated.
WEB DOCUMENTS (e.g. PDFs)	World Health Organisation. (2007). *Global surveillance, prevention and control of chronic respiratory diseases: A comprehensive approach.* https://apps.who.int/iris/bitstream/handle/10665/43776/9789241563468_eng.pdf;jsessionid=6F512A96178B4E6F71CC6486715BC719?sequence=1
ONLINE POSTING (e.g. blog, forum, discussion post)	Furber, G. (2020, October 6) What is an exam wrapper and how might it improve your performance? *Student Health and Wellbeing.* https://blogs.flinders.edu.au/student-health-and-well-being/
	Sondhaus, L. [Lawrence_Sondhaus]. (2020, November 13). Ask Me Anything – Lawrence Sondhaus – Author of *World War One: The Global Revolution* [Online forum post]. https://www.reddit.com/r/history/comments/jsze0x/ask_me_anything_lawrence_sondhaus_author_of_world/
	Note: if the author's real name and screenname are available, include the real name followed by the screenname in square brackets. If the real name is unknown, use the screenname without brackets.
COMPUTER PROGRAM (specialised)	Kaufmann, W. J., III, & Comins, N. F. (1998). *Discovering the universe* (Version 4.1) [Computer software]. New York: Freeman.
	Note: Standard programs such as Word, SPSS, Photoshop, do not require a reference.
ONLINE VIDEO (E.G. YOUTUBE, VIMEO)	TED (2016, April 7). *Tim Urban: Inside the mind of a master procrastinator.* [Video]. https://www.youtube.com/watch?v=arj7oStGLkU
	Urban, T. (2016, February). *Inside the mind of a master procrastinator.* [Video]. TED. Conferences. https://www.ted.com/talks/tim_urban_inside_the_mind_of_a_master_procrastinator
	Note: the person or group who uploaded the video is credited as the author for retrievability, even if they did not create the work. For example, a TED talk viewed on YouTube lists TED as the author. The same TED talk published on the TED site lists the speaker as the author.

IMAGE FROM A WEBSITE	Nickolls, T. (1981) *Machine time Madonna* [Painting]. Art Gallery of South Australia. https://www.agsa.sa.gov.au/collection-publications/collection/works/machine-time-madonna/23950/
	Note: If the title of the work is unknown, provide a brief description in square brackets.
	Donovan, R. (n.d.) [Photograph of a wolf at a riverbed] National Geographic. https://www.nationalgeographic.com/animals/2020/10/gray-wolves-taken-off-endangered-species-list-in-controversial-move/#/mm8341_150919_201943.jpg
	Note: if the name of the work in unknown, provide a brief description in square brackets.
PODCAST EPISODE	Mars, R. (Host). (2020, April 22). Masking for a friend [Audio podcast episode]. In *99% Invisible*.
GENERATIVE AI (CHATGPT)	OpenAI. (2023). *ChatGPT* (Mar 23 version) [Large language model]. https://chat.openai.com/chat
	Note: the author is the author/creator of the model; the date is the year of the version used; the title is the name of the model. ChatGPT uses a date for version labelling, other models may use a different system. For more, see: https://apastyle.apa.org/blog/how-to-cite-chatgpt

OTHER SOURCES

DISSERTATION OR THESIS FROM A DATABASE	Hollander, M. M. (2017). *Resistance to authority: Methodological innovations and new lessons from Milgram experiment* (Publication No. 10289373) [Doctoral dissertation, University of Wisconsin-Madison]. ProQuest Dissertations and Theses Global.
DISSERTATION OR THESIS PUBLISHED ONLINE (not in a database)	Hutcheson, V.H. (2012). *Dealing with dual differences: Social coping strategies of gifted and lesbian, gay, bisexual, transgender, and queer adolescents* [Master's thesis, The College of William & Mary]. William & Mary Digital Archive. https://digitalarchive.wm.edu/bitsrtream/handle/10288/16594/HutchesonVirginia2012.pdf
GOVERNMENT DOCUMENT	Australian Government Productivity Commission & New Zealand Productivity Commission. (2012). *Strengthening trans-Tasman economic relations.* https://www.pc.gov.au/inquiries/completed/ausstralia-new-zealand/report/trans-tasman.pdf
REPORT FROM A PRIVATE ORGANISATION	American Psychiatric Association. (2000). *Practice guidelines for the treatment of patients with eating disorders* (2nd ed.). Washington, DC
CONFERENCE PAPER (published in proceedings)	Bowker, N., & Tuffin, K. (2002). Users with disabilities' social and economic development through online access. In M. Boumedine (Ed.), *Proceedings of the IASTED International Conference on Information and Knowledge Sharing* (pp. 122–127). ACTA Press
CONFERENCE PAPER (unpublished)	Melanti, B. G. (1982, August 16-21). *Programmers' attitudes toward computer crime: The case in Hong Kong* [Paper presentation]. 10th World Congress of Computer Technology, Kathmandu, Nepal.
FILM	Soderbergh, S. (Director). (2000). *Traffic* [Film]. Gramercy Pictures.
TELEVISION EPISODE	Day, L (Reporter), & Selvaratnam, N. (Producer). (2020, September 30). The class of 2020 (Season 60, Episode 45) [Television series episode]. In S. Neighbour (Executive producer) *Four Corners*. Sydney, NSW: Australian Broadcasting Corporation.
	Note: include the writer(s), reporter(s), director(s), and/or producer(s) as the author
TELEVISION SERIES	Daniels, G., Schur, M., Klein, H., Miner, D., Sackett, M., Holland, D. & Goor, D. (Executive Producers). (2009–2015). *Parks and Recreation* [Television series]. Deedle-Dee Productions; Fremulon; 3 Arts Entertainment Universal Television.
COURSE BOOK	School of Humanities, Flinders University (2003). *Professional English course book, semester 2.* [ENGL 1001]. Flinders University
CODE OF ETHICS/CONDUCT	Nursing and Midwifery Board of Australia. (2018). Code of conduct for nurses. http://www.nursingmidwiferyboard.gov.au/Codes-Guidelines-Statements/Professional-standards.aspx
MIMS	Noralin (2020). In *MIMS Online*. https://www.mimsonline.com.au/Search/AbbrPI.aspx?ModuleName=Product%20Info&searchKeyword=&PreviousPage=&SearchType=&ID=133680001_2
COCHRANE SYSTEMATIC REVIEW	Hefler, M., Liberato, S. C., & Thomas, D. P. (2017), Incentives for preventing smoking in children and adolescents. *Cochrane Database of Systematic Reviews.* https://doi.org/10.1002/14651858.CD008645.pub3
	Sex Discrimination Act 1985 (Cth) s. 1.14 (Austl.).

LEGISLATION	**Note:** If you are referencing an Australian legislation, you may want to use the AGLC 4th, which can be obtained from: https://law.unimelb.edu.au/__data/assets/pdf_file/0005/3181325/AGLC4-with-Bookmarks-1.pdf Please check with your lecturer to find out if this is the preferred method when referencing Australian legislation.

EXAMPLES OF FORMAT FOR DIFFERENT TYPES AND NUMBERS OF AUTHORS IN THE REFERENCE LIST

The format of the "author" part of the reference is dependent on a variety of factors. The examples below help identify these differences. Note that the full reference is not given here for the sake of brevity – only the author and date.

SINGLE AUTHOR	Highmore, B. (2001). *Everyday life and cultural theory*. Routledge.
MULTIPLE AUTHORS	List up to and including 20 authors by last names followed by initials. Use an ampersand (&) instead of "and".
	Helfer, M. E., Keme, R. S., & Drugman, R. D. (1997). *The battered child* (5th ed.). University of Chicago Press
	If there are more than 21 authors, list the first nineteen, insert three ellipsis points (…) between the 19th and final author
	McDuff, C., Smith, J., Kensington, K., Jones, S., Coughlan, S., Bortolin, L., Witte, M., Scott, A., Newport, A., Jensen, K., Wutzler, J., van Staden, I., McLean, J., Bergsma, G., Dowman, B., Petrie, K., Higgens, D., McCloud, R., Jessop, L., …Duncan, P. (2017). *An introduction to quantitative analysis in finance*. Houghton
ORGANISATION AS AUTHOR	When the author is an organisation, begin with the name of the organisation.
	American Psychiatric Association (2000).
TWO OR MORE WORKS BY THE SAME AUTHOR	Use the author's last name for all entries. List the entries by year, the earliest first.
	Schlechty, P. C. (1997). *Title. Where resource is found – depending on reference type.*
	Schlechty, P. C. (2001). *Title. Where resource is found – depending on reference type.*
TWO OR MORE WORKS BY THE SAME AUTHOR IN THE SAME YEAR	List the works alphabetically by title. In the parentheses, following the year, add "a", "b" and so on. Use these same letters when giving the year in the in-text citation. "a" is the one first cited.
	Kennedy, C. (2000a). *Group dynamics. Title. Where resource is found – depending on reference type.*
	Kennedy, C. (2000b). *Share-taking in small groups. Title. Where resource is found – depending on reference type.*
JOURNAL ARTICLES FROM ONLINE DATABASES	In general, it is no longer necessary to include database information, because this can change over time, and database aggregators further confuse the issue. However, some archival documents can only be found in certain electronic databases, such as ERIC or JSTOR. If the document is difficult to locate through its primary publisher, give the URL for the home page of the database.
ONLINE SOURCES AND THE USE OF DOIS	If you use a source you have found online, you must include information that will enable the reader to locate the same source. Until recently, this was done by stating the URL. Recently, DOIs (Digital Object Identifiers) have been introduced. DOIs are attached to each document and stay with it, even if the URL of the document changes. All DOIs start with the number 10, followed by a dot, a four- digit number, a slash, and then an alphanumeric string. Note that a DOI will start with "https:/doi.org/". Further, a full stop is not used after the DOI.
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EXAMPLE REFERENCE LIST

According to the *Publication Manual of the American Psychological Association* (7th edn, 2019), the reference list should be formatted with hanging indentations (where the second line of a single reference is indented by 1.27cm). The title, 'References', should appear in bold title case, centred at the top of the page, and all references should appear in alphabetical order. Check the APA 7 Manual or your topic for more specific formatting guidelines.

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