

Referencing and Citing Guide

What is referencing?

At University you are expected to research widely and build your knowledge on the expertise of others.

Referencing acknowledges the sources used to develop your ideas, and may include words, images, video, audio, statistics, or websites.

Quality information strengthens your arguments and adds credibility.

Referencing enables you, and your readers, to locate your sources and helps to avoid plagiarism.

What referencing styles to use?

The **American Psychological Association (APA)** referencing system is used in the School of Education and the School of Psychology.

For a comprehensive guide to APA referencing please visit [Publication manual of the American Psychological Association](#).

An in depth online guide in the use of APA referencing can be found on the UOW Library website. <https://webapps.library.uow.edu.au/refcite/style-guides/html/>

The APA Referencing Style is an author-date citation style. These are also known as author-date systems due to the order of the information presented and have two main features:

- In-text citations, when you refer to another author's work you must cite your source by providing the last name(s) of the author(s) and the year of publication.
- The reference list which appears at the end of your assignment and includes a full description of each source you have cited, listing them in alphabetical order by the author's last name.

The following quick guide provides examples of the more common referencing and citations.

Book referencing:

In-text direct quote (page number/s must be included)

Benesch (2001) stated that English for academic purposes (EAP) was "more rhetorical in focus" (p. 6).

In-text paraphrasing (use of page number/s encouraged)

Benesch (2001) describes the function of the rhetorical-grammatical process chart (pp. 6-7).

Reference List

Benesch, S. (2001). *Critical English for academic purposes: Theory, politics, and practice*. Mahwah, NJ: Lawrence Erlbaum Associates.

Journal article (print) referencing

In-text direct quote (page number/s must be included)

"Apparent space and time vary in essentially the same manner when the spatial and temporal stimulus conditions are equivalent" (Day, 2006, p. 123).

In-text paraphrasing (use of page number/s encouraged)

Day (2006, p. 123) summarised the key facts on illusory phenomena as...

Reference List

Day, R. (2006). Two principles of perception revealed by geometrical illusions. *Australian Journal of Psychology*, 58(3), 123-128.

Notes

- For a list of examples on how to write first citations and subsequent citations for works with multiple authors please go to the **Style Notes - Authors** section on the UOW Library website: <https://webapps.library.uow.edu.au/refcite/style-guides/html/>
- For information on how and when to include issue and page numbers and DOI details please go to the **Style Notes - Formats** section on the UOW Library website: <https://webapps.library.uow.edu.au/refcite/style-guides/html/>
- Further information can also be found in section 6.12 and table 6.12 in *the Publication Manual of the American Psychological Association*, 6th edition.

Newspaper article (print) referencing

In-text direct quote (page number/s must be included)

Sugden (2010) suggests "it is rumoured that some junior ministers are threatening to resign" (p. 19).

In-text paraphrasing (use of page number/s encouraged)

Upper fee limits are being debated (Sugden, 2010, p. 19).

Reference List

Sugden, J. (2010, November 1). University fees will triple despite quit threats by Lib Dems. *The Times*, p.19.

Notes

- In the reference list, if an article continues across discontinuous pages list them all, separated by a comma (e.g. pp. 21, 26, 28-29).

Newspaper article (internet) referencing

In-text direct quote (page number/s must be included)

Melbourne is "overrunning small country towns" (Dobbin, 2010, para. 1).

In-text paraphrasing (use of page number/s encouraged)

Developers are close to the boundaries (Dobbin, 2010).

Reference List

Dobbin, M. (2010, November 22). Melbourne jumps its boundary. *The Age*. Retrieved from <http://www.theage.com.au/>

Notes

- Where page numbers are not provided give the paragraph number using the abbreviation para.

World Wide Web referencing - Document

In-text direct quote (page number/s must be included)

The criteria requires that they "have in the last two years taught undergraduate students" (Australian Council for Educational Research, 2010, p. 2).

In-text paraphrasing (use of page number/s encouraged)

International students are reporting higher levels than domestic students (Australian Council for Educational Research, 2010, p. 39).

Reference List

Australian Council for Educational Research. (2010). *Doing more for learning: Enhancing engagement and outcomes*. Retrieved from http://ausse.acer.edu.au/images/docs/AUSSE_2009_Student_Engagement_Report.pdf

Notes

- If information is missing (e.g. author, date, title) check the table that appears on the **APA Style Notes** section on the UOW Library website: <https://webapps.library.uow.edu.au/refcite/style-guides/html/>

World Wide Web referencing

In-text direct quote (page number/s must be included)

Center for Bioethics (2009) notes that increasingly "American patients have been transformed into health care consumers" (para. 2).

In-text paraphrasing (use of page number/s encouraged)

A forthcoming book will address these issues (Center for Bioethics, 2009, para. 3).

Reference List

Center for Bioethics (2009). *Ethics and Pharmaceutical Marketing*. Retrieved November 19, 2010, from <http://www.ahc.umn.edu/bioethics/research/pharm/home.html>

Notes

- When citing an entire website reference the website in text only e.g. The Quality Improvement Agency website is a valuable resource (<http://www.qia.org.uk/>).
- Where page numbers are not provided give the paragraph number using the abbreviation para.
- If headings are used cite the first few words of the heading and the number of the paragraph following to direct the reader e.g. (*Regolith*, 2010, "On the Earth" para 6).