Edith Cowan University uses APA (6th edition) referencing style in most of its courses unless otherwise stated in the unit plan. One exception is the Bachelor of Laws course. This guide has been developed to assist undergraduate students with using APA 6th referencing style and contains examples of the most commonly referenced materials. For more detail, please refer to our comprehensive online Referencing Library Guide, where you will also find a link to the APA Style Central database.

If you are unsure that APA is the correct style to use for your work, please consult your unit plan or contact your lecturer or unit coordinator.

Why should I reference?
Referencing is an essential part of writing at university. It is necessary to reference the information sources you have used in your work to:

- acknowledge the work of other writers;
- enable other researchers to trace your sources;
- demonstrate the depth of your research; and
- support your arguments or opinions put forward in your work.

By acknowledging the work of others, you avoid plagiarism. Plagiarism is a form of academic misconduct and is taken very seriously at university and can lead to possible exclusion from a course. Plagiarism is where you either intentionally, or unintentionally, fail to acknowledge other writers’ words, ideas, or concepts, and/or claim the words, ideas, and concepts as your own. However, the use of common knowledge in your discussion is not considered to be plagiarism (i.e. the sky is blue, or the chemical formula for water is H2O).

What is APA Referencing?
APA is the referencing style set by the American Psychological Association, and has been adopted across the majority of courses at ECU. It is an (author, date) style of referencing that consists of two parts:

1. **In-text Citation** – a short reference (author, date) contained within the text of your assignment **AND**
2. **End-text Reference** – the full citation details of each in-text citation used in the text of your assignment.

In-text Citations
In-text citations include the details of the author/s (usually just the surname), and the year of publication in the **(author, date)** format. You must always include an in-text citation when you:

- **Quote** another author (word for word)
  - Note: you must also include a page number for direct quotes **(author, date, page number)**. For electronic sources where there is no page number, use the paragraph number or section heading.
- **Paraphrase, summarise or synthesise** another author’s work in your own words
  - In-text citations, when paraphrasing, can take a number of forms, depending on how you choose to structure your sentence. For example,
    - Kessler (2014) found that among epidemiological samples . . .
    - Early onset results in a more persistent and severe course (Kessler, 2014) showed . . .
    - In 2014, Kessler’s study of epidemiological samples showed that . . .
- **Support** your own work with another author’s work (either to provide an example or to provide evidence for an argument).
End-text References

Every in-text citation should have a corresponding citation in the end-text reference list. Every work in the end-text reference list should have a corresponding in-text citation. Personal Communications are an exception to this rule.

The end-text reference list provides full citation details of a work based on the following four elements:

1. **Who**: who produced the work (i.e. details of the author)
2. **When**: when was the work produced (i.e. date of publication)
3. **What**: what is the work we are referring to (i.e. title of the work)
4. **Where**: where did this work come from (i.e. publisher or online source)

This means that all end-text reference list citations have the following format as their underlying structure:


General Notes

Sample in-text and end-text reference citations are outlined below. It is important to take note of the following general rules.

**Direct Quotations**

- All direct quotations from a work should be reproduced word for word, keeping the original spelling and internal punctuation (even where it is incorrect).
- Short quotations are incorporated within the text of your work, and are enclosed with “double quotation marks”.
- Long quotations are displayed in block format without quotation marks. Block format means that the quote should start on a new line and be indented from the left margin.
- Direct quotations must be followed by a reference to the page number or specific location of the quote in the original work in the following format (author, date, page number).
- If you are adding information to a quote, adding emphasis, correcting errors, or clarifying ambiguous place names, identify this by using square brackets \[  \].
- If you are omitting parts of a quote, use an ellipsis (. . .) to indicate that you have removed material. Use the ellipsis (. . .) at the beginning or end of a quotation if you are not quoting a complete sentence.

**Authors**

- Authors can be individual people or a group (such as corporations, associations, government agencies).
- For individual people, the information you provide in a citation about an author depends upon the number of authors.
  
  o **Single author**: When citing a single author in an in-text citation, insert the surname of the author.
  
  o **Two authors**: Where there are two authors, both surnames should be used:
   
    ▪ Davidson and Porter (2012) demonstrated that . . .
    ▪ It has been demonstrated that . . . (Davidson & Porter, 2012).

  o **Three, four, or five authors**: Where there are three, four, or five authors, all surnames should be used the first time the in-text reference appears in the document. For all subsequent citations, include only the surname of the first author followed by “et al.”
   
    ▪ First mention:
     
      ▪ According to evidence . . . (Smith, Grierson, Malthus, & Nicholson, 2015).
    
    ▪ Subsequent mention:
     
      ▪ Smith et al. (2015) suggest . . .
      ▪ The study concluded . . . (Smith et al., 2015).

  o **Six or seven authors**: Where there are six or seven authors, use the first surname only followed by et al.
   
    ▪ According to Abercrombe et al. (2008) . . .
    ▪ It was shown that . . . (Abercrombe et al., 2008).
Eight or more authors: Where there are eight or more authors, use the first surname only followed by et al. in the in-text reference. For the End-text reference, include the first six authors, followed by an ellipsis ( . . . ) then the last author’s name.

- In-text:
  - According to Owen et al. (2014) . . .
  - It was shown that . . . (Owen et al., 2014).
- End Text:

- For a group, the name of the group is written in full the first time they occur in an in-text citation.
  - If you wish to abbreviate names, write the name in full the first time that it occurs, and place the abbreviated form in brackets. In subsequent citations, you can then just use the abbreviation.
    - First mention:
    - Subsequent mentions:
      - (ABS, 2014).
  - If there is more than one item by the same author, the end-text references are to be listed in date order. If the author has more than one work in the one year, use lower case letters of the alphabet.
    - (Jones, 2016a, 2016b)

Place of Publication
For books published within the United States, follow the name of the city with the two official US postal service abbreviations. For all other publications, follow the name of the city with the name of the country. End with the name of the publisher. For example:
- Washington, DC: Author
- Cambridge, MA: MIT Press.
- Melbourne, Australia: Puffin.
- Cambridge, England: Author

### Sample References

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<th>Source</th>
<th>In-text Citation</th>
<th>End-text Reference &amp; Notes</th>
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<td>Subsequent mention</td>
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<td>If you are citing an electronic version of a book from an eBook collection, include the publisher location and name and the URL of the home page of the eBook collection.</td>
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Entry in an online Encyclopaedia

(Jensen, 2015)


Newspaper

In-text Citation

End-text Reference & Notes

Newspaper article

(Harlan, 2013)


Newspaper article online

(Cater, 2016)


Conference Paper

In-Text Citation

End-text Reference & Notes

IEEE (Published as a chapter of a book)

(Smith, 2003)


Report

In-Text Citation

End-text Reference & Notes

Australian Bureau of Statistics

(Australian Bureau of Statistics [ABS], 2016)

Subsequent mention: (ABS, 2016)


Author Report

(Australian Curriculum, Assessment and Reporting Authority [ACARA], 2014)

Subsequent mention: (ACARA, 2014)


Technical Report - Standard

(Standards Australia, 2009)


Internet

In-Text Citation

End-text Reference & Notes

Webpage

(British Society for Nanomedicine, 2012)

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<th>End-text Reference &amp; Notes</th>
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<td>When citing an entire website, and not a particular document on that website, it is sufficient to give the address of the site in the text (no reference list entry is needed).</td>
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<td>Audio Visual Materials</td>
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<td>Other</td>
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Images: Provide a reference to the source (e.g., journal article, internet document, website, blog post, book, etc.) where the image can be retrieved (the same is true for tables, figures, and appendices).


Each entry begins flush with the left hand margin. Use a hanging indent for subsequent lines.

Each entry is in alphabetical order according to the last name of the author or editor. If there is no author, list according to the first main word of the title.

The reference list is double spaced. Check with your lecturer to confirm this is required for your assignment.

APA Style rules are designed for ease of reading in manuscript form. Published work often takes a different form in accordance with professional design standards.