Referencing

Using APA 7th style

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Academic integrity

Acknowledge all work that is not your own work & done for this unit.

Avoid:
- Collusion
- Contract cheating
- Plagiarism or self-plagiarism
How to avoid plagiarism

Paraphrase correctly:

- Have you used your own words and cited the source?
- Have you kept the meaning of the original author’s idea?

Acknowledge the work of others with proper referencing. Write down the details you will need while you work. To create a reference, you need to record at least:

- Author
- Title
- Date
- Publishing information (e.g. publisher’s name, web address)
What is referencing?

**what is it?**

- A standardised method of formatting the information sources you have used in your assignments or written work.

**why use it?**

- Avoid plagiarism.
- Support your argument or position.
- Show that you have consulted a wide variety of sources.
- Allow people to follow on from your research (this makes you a part of the scholarly community).
APA style

• The main style of referencing at ECU is APA 7th (American Psychological Association).

• APA consists of in-text (author-date style) and end-text (“Reference List”) citations.

• Use the ECU Referencing Guide as your main source of information on how to format your references.
End-text references

An end-text reference is located in the reference list. It includes all of the information a reader would need to locate the work being cited:

• who wrote it,
• when it was published,
• what it’s called, and
• where it can be found.

Include only sources you actually cite in your reference list: each end-text reference should have at least one in-text citation.

Author, A. A. (Year). Title. Source. URL
Elements of a reference

Author
• Surname, F. I.
• Full Organisation Name

Date
• (Year).
• (Year, Month Day)
• (n.d.)

Title
• Whole work vs Part of a larger work
• Sentence case & Title Case

Source
• Publisher, website, or parent organisation
• DOI or URL

Author, A. A. (Year). *Title*. Source. URL
Reference list


Note:
- List is in alphabetical order according to first author’s family name or first meaningful word of corporate name
- Use a hanging indent for each line after the first line of each reference
- List is usually double-spaced (check with lecturer)
In-text references

An in-text reference is contained within the body of an essay, report, or presentation.

Unique brief citation composed of the author surname(s) and the year from the full reference.

Each in-text citation must have an associated end-text reference.

Sometimes page numbers will be included (e.g. when quoting directly).

**examples**

At the end of a sentence:

(Stans & Jubina, 2013).

Citation information included in a sentence:

Stans and Jubina (2013) found that...

3+ authors:

(Kong et al., 2015).

Multiple citations:


For more information refer to the ECU Referencing Library Guide.
Low-cost options for the treatment of drinking water at the household level are being explored by the Cambodian government and non-governmental organizations (NGOs) working in Cambodia (Askandar & Laohasiriwong, 2007). Brown and Sobsey (2010) state “many lack access to improved drinking water sources and diarrhoeal diseases are the most prevalent cause of death in children under 5 years of age” (p. 58). The ceramic water purifier (CWP) a locally produced, low-cost ceramic filter, is now being implemented by several NGOs (Kong et al., 2015), and an estimated 100,000+ households in the country now use them for drinking water treatment (Engineers for Change, 2012, para. 3). Safe drinking water saves lives in….
Reference format: books

Author, A. A., & Author, B. B. (Date). *Title of the book* (edition). Publisher. DOI or URL

example:

In-text: (Wilcox, 2014)
(Wang, 2018)

chapter in an edited book:
Reference format: journal articles

Author, A. A., & Author, B. B. (Date). Title of article. Title of Journal, volume(issue), page number. DOI or URL

example:


In-text: (de Boer & Hurts, 2017)
Reference format: reports

Author, A. A., & Author, B. B. (Date). *Title of work* (Report No. ##). Parent Organisation. URL

Reports and “grey literature”

- Technical and research reports, including those published by government organisations, task forces, and institutions, usually cover original research but are not peer-reviewed.
- Grey literature refers to both published and unpublished research material that is not available commercially.

example:


In-text: (Bureau of Meteorology, 2019)
Reference format: newspaper articles & webpages

Author, A. A. (Year, Month Day). Article title. Name of Newspaper. URL

eample:


Author, A. A. (Year, Month Day). Title of the webpage [Format]. Website. URL

eample:


In-text: (McDonnell, 2017)
library resources
Referencing Guide

What Is Referencing?
Referencing is a standardised way to give credit to the source of your ideas in your work. This is an essential part of academic integrity, and you will be required to reference in most of your assignments throughout your degree, including oral reports and presentations.

You must include a reference for any work you use, including (but not only) when you:

- Directly quote a portion of the work;
- Paraphrase, or rewrite a portion of the work in your own words;
- Combine ideas from multiple sources;
- Use an image, media clip, or data from another source, whether you use it all or just a part;
- Reuse a portion of your own work, if you have previously submitted it for another assignment.

Referencing also serves as evidence for your opinions. If you can back up your opinion with credible scholarly evidence, then your opinion in turn will be more credible.

Each reference usually involves two parts: a brief citation within the body of your work, and a full reference at the end of the work, chapter, or page. The form your reference takes depends on the referencing style you use and the type of source you are referencing.

This guide explains in more detail how to format a variety of sources in APA 7th style referencing.

American Psychological Association (APA) Style Referencing

APA style referencing is an author-date citation style. The 7th edition is new for this year, so even if you are familiar with APA style, take some time to look at this guide to understand the changes.

This guide is intended for coursework students. Please note that some specific assignment requirements for your units may differ from details provided in this guide. Check your assignment instructions and ask your unit coordinator, as you may be penalised for not following requirements.

For the Quick Guide PDF, more examples, and further guidance...
Locating the Referencing Guide

Direct link to the Referencing Guide

ecu.edu.au/library

Library Guides (including the Referencing Guide)
EndNote software

what is it?
EndNote is a software program which allows you to:
• manage your references,
• store PDF documents, tags, and notes with your references, and
• automatically format in-text citations and reference list in your Word documents.

how do I get it?
Available on all ECU student computers.
Download link available on the EndNote Guide, for Windows PC and Mac.
You will need your ECU login to download the software.
Visit the EndNote Guide for workshop times:
https://ecu.au.libguides.com/endnote/endnote-workshops

For more information, refer to the EndNote Library Guide.