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referencing what's that?
W H A T  I S  I T? A standardised method of formatting the information sources you have used in your assignments or written work

W H Y  U S E  I T? • Avoids plagiarism*
• Supports your argument or position
• Allows people to follow on from your research (makes you a part of the scholarly community)

*Plagiarism = The failure to acknowledge the ideas of others in an academic work, and passing it off as your own
02 when should you reference

When do you reference?

- Using someone else's ideas
- Using a quote from a credible source
- Paraphrasing
- Copying a diagram, chart or picture
APA referencing
The main style of referencing at ECU is APA 6th (American Psychological Association)

Use the ECU Referencing Guide and APA Style Central as your main source of information on how to format your references.

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

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

It comprises of the author surname(s) and the publication date.

Sometimes page numbers will be included.

**Example**

At the end of the sentence: (Stans & Jubina, 2013)

At the beginning of the sentence: Stans and Jubina (2013) found...

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), where as 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. The ceramic water purifier (CWP), a locally produced, low-cost ceramic filter, is now being implemented by several NGOs, and an estimated 100,000+ households in the country now use them for drinking water treatment (Engineers For Change, 2012). Safe drinking water saves lives...

*Note: In-text references should not be shown in a different colour to the rest of the text. This is only for display purposes.*
06 end-text references

**WHO?**
Author details

**WHEN?**
Date of Publication

**WHAT?**
Title of the work

**WHERE?**
Publisher or online source

You will find the information to reference a book on the back of the title page.

Format:
Author, A. A., & Author, B. B. (Date). Title of book. Place of publication: Publisher

**BOOKS**

**EBOOKS**

Include the **URL** of the **home page** of the eBook collection.
Format:
Author, A. A., & Author, B. B. (Date). Title of article. Title of Journal, volume(issue), page number. DOI or Retrieved from Journal homepage URL

Journal Articles will become your most used referencing source.
- Most online journal articles have a Digital Object Identifier (DOI). DOI's can be found listed in the Database record for the journal article or on the front page of the downloaded PDF.
- They appear as: 10.1027/1618-3169/a000317 OR https://doi.org/10.1000/182
- If a journal article does not have a DOI, provide the home page URL; do a quick web search to locate this URL.

JOURNAL ARTICLE
13 format reports/web documents

Format:
Author, A. A. (Date). *Title of work* (Report No. ##). Retrieved from webpage URL

Reports and documents from the web
- technical and research reports, including those published by governments, task forces, and institutions, usually cover original research
- refers to both published and unpublished research material that is not available commercially.

**REPORTS / WEB DOCUMENTS**

14 example reports/web documents

Author/s: Australian Bureau of Statistics.
Title: Australian national accounts: National income, expenditure and product

Report Number
URL of the web page
15 format + example reference list


- List is in alphabetical order according to last name
- Use a hanging indent for each subsequent line
- List is double spaced (check with lecturer)
library stuff for you
APA Style Central

Welcome to the Learning Center

Quick Guides
Short videos—most just 2 to 5 minutes—help you learn featured APA Style rules quickly.

Tutorials
Longer videos—most lasting 10 to 30 minutes—provide in-depth tutorials on writing and publishing.

Self-Quizzes
Self-quizzes assess your knowledge of APA Style rules.

Samples
Sample papers, references, tables, and figures illustrate how APA Style rules are applied.

For more information refer to the Referencing Library Guide.
EndNote software

**WHAT IS IT?**
EndNote is a software program which allows you to manage your references by:

- creating and organising your references.
- automatically formatting in-text citations and reference list in your Word document
- storing pdf documents and other files with your references
- sharing references with other users

**HOW DO I GET IT?**
On campus, EndNote is available on all ECU student computers.

You can download the latest version of EndNote (X8) from ECU IT Services software download service.

Desktop EndNote is available for Windows PCs and Mac.

You will need your ECU Login to download the software.

For more information refer to the EndNote Library Guide.
18 library services

**LIBRARIAN ASSISTANCE**
A Librarian cannot reference for you, but we can offer assistance. We provide help through **assignment drop-in sessions** and via **appointment**.

**LIBGUIDES**
There are dedicated library guides in your subject area as well as other important research and writing information on our library website.

**DROP-IN TIMES**
Location: Joondalup Library, Room 31.105
Times: Thursdays, 2 - 3:30 pm (Weeks 1-13)  
Fridays, 2 - 3:30 pm (Weeks 2-5)

**ENDNOTE**
Register for a workshop and learn how to use the EndNote reference management system.