

INGHAM STATE HIGH SCHOOL

Referencing guide

American Psychological Association. (2014). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

Do I include page numbers in my in-text citation?

For direct quotes you must include page numbers. If it is not a direct quote i.e. paraphrasing, you do not have to include page numbers but you are **'encouraged'** to do so (APA, 2010, p. 171).

Do the page numbers go in the in-text citation? Or after the quote?

If you have included the author's name in the sentence, put the page numbers after the quote:

According to Clayton (2000), "Several rivers aside from the Thames once intersected London, although those rivers have since been covered over by development" (p. 28).

If you have not included the author's name in the sentence, put the page numbers with the in-text citation after the quote like this:

The author noted that, "Several rivers aside from the Thames once intersected London, although those rivers have since been covered over by development" (Clayton, 2000, p. 28).

Quote with less than 40 words.

According to Jones (1998), "Students often had difficulty using APA style, especially when it was their first time" (p. 199).

Jones (2012) found "students often had difficulty using APA style" (p. 199); what implications does this have for teachers?

Quote with 40 words or more (block quote).

Start quote on a new line, indented 1.27 cm from the left margin, omit the quotations marks. Cite the source in brackets after the final punctuation mark:

A recent study has found that:

It can be seen that students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty is attributed to the fact that many students failed ... to ask their teacher for help. (Jones, 1998, p. 199)

Books 2	
Book - one author	2
Book - two authors2	
Book - three to five authors2	
Book - six or seven authors	
Book - eight or more authors2	
Book - long author	
Book – no author	
Book with editor(s)	
Book not the 1st edition	
eBook	
Book chapter	
Book Review	
Dictionary or encyclopedia entry <i>with author</i>	י 2
Dictionary or encyclopedia entry, <i>no author</i>	י ג
Custom textbook	, 1
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Journal Articles	
What is a DOI?	
Should I use a DOI or a URL ?	ŝ
Article - one author	
Article - two authors	
Article - three to five authors	
Article - six or seven authors	
Article - eight of more authors6	5
Article - long author6	5
Web	
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Document from a web page i.e. PDF etc. <i>no author</i> 7	7
Vodcast or podcast	
Blog	
YouTube	
Facebook	
Image online	3
Image online, <i>no author</i>	
Audio Visual	
CD	
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Movie DVD	
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Academic	
Lecture notes & class handout	
Thesis	
ABS	
Conference paper, unpublished	
Conference paper, published in conference proceedings	ś
Personal communication	Ś
Reference something that you read about in another source	í
No author	
Publisher's location	

Books	In-text citation	Reference List	
Book -	(Reynolds, 2015, p. 99).	US publisher – include publisher's city and 2 letter state abbreviation.	
one author	Reynolds (2015, p. 99) described this as	Reynolds, H. (2015). Black pioneers. Ringwood, NY: Penguin.	
		Non-US publisher – include publisher's city and country.	
		Reynolds, H. (2015). Black pioneers. Ringwood, Australia: Penguin.	
Book -	If a work has two authors, cite both names every time.		
two authors	(Davis & Collins, 2012, p. 99).	Davis, R., & Collins, M. (2012). Black pioneers. Ringwood, NY: Penguin.	
	Davis and Collins (2012, p. 99) argued that	Davis, R., & Collins, M. (2012). Black pioneers. Ringwood, Australia: Penguin.	
Book -	The first time you cite this work, include all authors (APA, 2014, p. 177).		
three to five authors	(Muspratt, Luke, & Freebody, 2015, pp. 111-112).	Muspratt, M., Luke, J., & Freebody, F. (2015). Anthropology. London, England: Pluto	
autions	Muspratt, Luke, and Freebody (2015, pp. 111-112) found	Press.	
	The second and subsequent citations use only the first author and et al.	Muspratt, M., Luke, J., & Freebody, F. (2015). Anthropology. Yale, MA: Pluto Press.	
	(Muspratt et al., 2015, pp. 111-112).		
	Muspratt et al. (2015, pp. 111-112) found that		
Book -	Every time you cite this work, only give the surname of the first author followed by et al.	Include up to seven authors.	
six or seven authors	(Collins et al., 2012).	Collins, M., Kenedy, B., Forster, B., Morris, M., Cheer, K., Hooper, H., & Fowler, K. (2012).	
autions	Collins et al. (2012) disputed this	Modern Liberia. Cairns, Australia: Allen & Unwin.	
Book -	Every time you cite this work, only give the surname of the first author followed by et al.	Include the first six authors' names, then 3 dots with spaces, then the last author's name.	
eight or more authors	(Collins et al., 2012, p. 99).	Collins, M., Kenedy, B., Forster, B., Morris, M., Cheer, K., Hooper, H., Jones, J. (2012).	
	Collins et al. (2012, p. 99) disputed this	Modern Liberia. Cairns, Australia: Allen & Unwin.	
Book -	First use:	When the author and publisher are identical, use the word "Author" as the name of the publishe	
long author	(James Cook University [JCU], 2015, p. 22) argues that	James Cook University. (2012). Black pioneers. Ringwood, NY: Penguin.	
	James Cook University [JCU] (2015, p. 22) argues that	James Cook University. (2012). Black pioneers. Cairns, Australia: Author.	
	Second and subsequent use:		
	(JCU, 2015, p. 22) argues that		
	JCU (2015, p. 22) argues that		
Book –	Capitalize the major words in titles for in-text citations, but not in the reference list	If there is no author listed, place the title in the author position.	
no author	(Black Pioneers, 2015, p. 99).	Black pioneers. (2015). Ringwood, NY: Penguin.	
	Black Pioneers (2015, p. 99) described this as	Black pioneers. (2015). Black pioneers. Ringwood, Australia: Penguin.	

(Broinowski, 2014).	Proincyski A (Ed.) (2014) ASEAN into the 1000s London England: Macmillan
	Broinowski, A. (Ed.). (2014). ASEAN into the 1990s. London, England: Macmillan.
(Nugent & Shore, 2011)	Nugent, S. L., & Shore, C. (Eds.). (2011). Anthropology. London, England: Pluto Press.
Nugent and Shore (2011) dispute this	
(Goudie, 2014).	Goudie, A. (2014). The human impact on the natural environment (5th ed.). Oxford, England: Blackwell.
this was described by Goudie (2014) as	
(Corsini, 2002, pp. 22-30).	Corsini, R. J. (Ed.). (2002). Encyclopaedia of psychology (Vol. 4). New York, NY: J. Wiley.
this was described by Corsini (2002, pp. 22-30) as	
Sines (2014) says computers will soon force mankind	Sines, D. (2014). Community and public nursing (5 th ed.) [Ebrary version]. Retrieved from
(Peate, Wild, & Nair, 2014)	http://site.ebrary.com.elibrary.jcu.edu.au/lib/jcu/detail.action?docID=10763005
described by Peate, Wild, and Nair (2014, p. 5) as	Peate, I., Wild, K., & Nair, M. (2014). Nursing practice: Knowledge and care [EBL version]. Retrieved from http://reader.eblib.com.au.elibrary.jcu.edu.au/%28S%28a5xp4q4pho1hodv3hkids0s5
Only cite (reference) a chapter if the chapters have different authors. If the chapters all have the same author(s), cite (reference) the entire book.	
Cite the author of the chapter, not the book	The title of the book goes in italics, not the title of the chapter
(Fontana & Frey, 2012, p. 99).	Fontana, A., & Frey, J. (2012). The art of science. In N. Denzin & Y. Lincoln (Eds.), Handbook of qualitative rese
Fontana and Frey (2012, p. 99) described this as	(pp. 361-376). Grove, CA: Sage.
(Schatz, 2015).	Schatz, B. R. (2015, May 17). Learning by text of context? [Review of the book Managing change in schools, by J. S.
described by Schatz (2015) as	Brown & P. Duguid]. <i>Science, 290,</i> 1304, doi:10.1126/science.290.5495.1304
(Austen, 2005, p. 99).	Austen, J. (2005). Mansfield Park (J. Wiltshire, Ed.). Cambridge, England: Cambridge University Press.
this was described by Austen (2005, p. 99) as	
(Smith, 2015, p. 101).	Smith, A. D. (2015). Catnip. In M. Davis & S. Marks (Eds.), Oxford dictionary of biochemistry (3rd ed., p. 201). New
Smith (2015, p. 101) defines this as	York, NY: Oxford Press.
	Smith, A. D. (2015). Catnip. In Oxford dictionary of biochemistry (3 rd ed., p. 201). New York, NY: Oxford Press.
If an entry has no author listed, place the title in the author position. If there is no author or title, use the heading or first few significant words of the entry in the place or the author.	
("Catnip", 2015, p. 101)	Catnip. (2015). In M. Davis & S. Marks (Eds.), Oxford dictionary of biochemistry (p. 201). New York, NY: Sage
"Catnip" (2015, p. 101) defines this	Catnip. (2015). In Oxford dictionary of biochemistry (3rd ed., p. 201). New York, NY: Sage.
	Catnip. (2015). In Oxford dictionary of biochemistry. Retrieved from http://www.oxford_dictionary/catnip.html
	Goudie, 2014). .this was described by Goudie (2014) as Corsini, 2002, pp. 22-30). .this was described by Corsini (2002, pp. 22-30) as ines (2014) says computers will soon force mankind Peate, Wild, & Nair, 2014) . described by Peate, Wild, and Nair (2014, p. 5) as <i>Only cite (reference) a chapter if the ch</i> <i>ite the author of the chapter, not the book</i> Fontana & Frey, 2012, p. 99). ontana and Frey (2012, p. 99) described this as Schatz, 2015). .described by Schatz (2015) as Austen, 2005, p. 99). .this was described by Austen (2005, p. 99) as Smith, 2015, p. 101). mith (2015, p. 101) defines this as <i>Fan entry has no author listed, place the title in the author p</i> "Catnip", 2015, p. 101)

	Custom textbooks are compilations of journal ar	ticles, book chapters, and other material selected by your lecturer and often professionally published.
Custom textbook. Book of readings.	(Smith, 2013, p. 5) argues that Dwyer, (2014, p. 22) argues that	 Author of reading. (2013). Title of reading. In Name of compiler (Comp.), <i>Title of custom textbook</i> [Custom textbook] (page numbers of reading). Cairns, Australia: James Cook University. Dwyer, J. (2014). Interpersonal communication. In C. Ware & T. Harrison-Hill (Comps.), <i>Contemporary business communications: BU1105</i> [Custom textbook] (pp. 55-91). Frenchs Forest, Australia: Pearson Australia. Smith. A. (2013). Chapter summary. In J. Rose (Comp.), <i>Managing consumer markets</i> [Custom textbook] (p. 307).
Course pack.		Sydney, Australia: Pearson. If can't identify the author of the reading:
	("Chapter Summary", 2013, p. 22) argues that "Interpersonal Communication" (2015, p. 22) argues that	 Title of reading. (2013). In Name of compiler (Comp.), <i>Title of custom textbook</i> [Custom textbook] (pp. page numbers of reading). Cairns, Australia: James Cook University. Chapter summary. (2013). In J. Rose (Comp.), <i>Managing consumer markets</i> [Custom textbook] (p. 307). Sydney, Australia: Pearson. Interpersonal communication. (2014). In C. Ware & T. Harrison-Hill (Comps.), <i>Contemporary business communications: BU1105</i> [Custom textbook] (pp. 55-91). Frenchs Forest, Australia: Pearson Australia. Interpersonal communication. (2014). In <i>Contemporary business communications: BU1105</i> [Custom textbook] (pp. 55-91). Frenchs Forest, Australia: Pearson Australia.
	("Principles of Marketing", 2013, p. 22) argues that "Principles of Marketing" (2015, p. 22) argues that	Supplemental material: CDs, DVDs, or online materials that are accessible only with the purchase of the text. Principles of marketing 5e [Supplemental material]. (2013). In J. Rose (Comp.), Managing consumer markets [Custom textbook] (p. 307). Sydney, Australia: Pearson. http://blog.apastyle.org/apastyle/2012/09/how-to-cite-course-packs.html

Journal Articles

What is a DOI?

A **digital object identifier** (DOI) is a series of numbers and characters that identify online (and some paper) journal articles. It is often found on the on the title page along with the author, title etc. A DOI could look like this : doi:10.1037/1065-9293.59.4.286

Should I use a DOI or a URL?

The first preference in APA is to write the reference with a DOI:

Author, A. A. (year of publication). Title of article. Title of Journal, volume (issue if applicable), pages. doi:xxxxx

If you cannot find the DOI, use the URL of the home page of the journal that the article appeared in (Google it), like this.

Author, A. A. (year of publication). Title of article. *Title of Journal, volume* (issue if applicable), pages. Retrieved from http://www.xxxxxx

If you cannot find the DOI or URL, write the reference without them. This is the same as the way you would reference a print article.

Author, A. A. (year of publication). Title of work. *Title of Journal*, volume (issue if applicable), pages.

Pagination by issue vs. Pagination by volume

'Pagination by volume' means the page numbers start from 1 at the beginning of each volume (there will an issue number after the volume number)

Williams, J. (2014). The victims of crime. *Sociology Review*, 17(4), 30-32.

'Pagination by issue' means the page numbers start from 1 at the beginning of each issue (there will be no issue number after the volume number)

Williams, J. (2014). The victims of crime. Sociology Review, 17, 30-32.

Journal arti	cles In-text citation	Reference list
Article - one author	(Williams, 2014, p. 31).	The title of the journal goes in italics. The title of the article, does not.
	Williams (2014, p. 31) argues that	Williams, J. (2014). The victims of crime. Sociology Review, 17(4), 30-32. doi:10.1037/1061-4087.45.2.10
Article -	If a work has two authors, cite both names every tin	ne.
two authors	(Davis & Collins, 2014, p. 99).	Davis, R., & Collins, M. (2014). The victims of crime. Sociology Review, 17(4), 30-32.
	Davis and Collins (2014, p. 99) argued that	doi:10.1177/0269881105058776
Article -	The first time you cite this work, include all authors.	
three to five authors	(Muspratt, Luke, & Freebody, 2015, pp. 111-112	
autiors	Muspratt, Luke, and Freebody (2015, pp. 111-11	doi:10.1037/1061-4087.45.2.10
	The second and subsequent citations use only the fi	<i>rst author and et al.</i> Muspratt, M., Luke, J., & Freebody, F. (2014). The victims of crime. <i>Sociology Review, 17</i> (4), 30-32.
	(Muspratt et al., 2015, pp. 111-112).	Retrieved from www.philipalian.co.uk/sociologyreview/index.htm
	Muspratt et al. (2015, pp. 111-112) found that	Muspratt, M., Luke, J., & Freebody, F. (2014). The victims of crime. <i>Sociology Review</i> , 17(4), 30-32.
Article -	Every time you cite this work, only give the surname of the first author followed by et al.	of the first author Include the first six authors' names, then 3 dots with spaces, then the last author's name.
authors (Collins, M., Kenedy, B., Forster, B., Morris, M., Cheer, K., Hooper, H., & Fowler, K. (2014). The victims of crime. <i>Sociology Review</i> , <i>17</i> (4), 30-32. doi:10.1037/1061-4087.45.2.10
	Collins et al. (2012) disputed this	Collins, M., Kenedy, B., Forster, B., Morris, M., Cheer, K., Hooper, H., & Fowler, K. (2014). The victims of crime. <i>Sociology Review, 17</i> (4), 30-32. Retrieved from www.philn.co.uk/sociologyreview/inx.htm
		Collins, M., Kenedy, B., Forster, B., Morris, M., Cheer, K., Hooper, H., & Fowler, K. (2014). The victims of crime. <i>Sociology Review</i> , <i>17</i> (4), 30-32.
Article -	Every time you cite this work, only give the surname	of the first author Include the first six authors' names, then 3 dots with spaces, then the last author's name.
eight of more authors	<i>followed by et al.</i> (Collins et al., 2012, p. 99).	Collins, M., Kenedy, B., Forster, B., Morris, M., Cheer, K., Hooper, H., Jones, J. (2014). The victims of crime. <i>Sociology Review</i> , <i>17</i> (4), 30-32. doi:10.1037/1061-4087.45.2.10
	Collins et al. (2012, p. 99) disputed this	Collins, M., Kenedy, B., Forster, B., Morris, M., Cheer, K., Hooper, H., Jones, J. (2014). The victims of crime. <i>Sociology Review, 17</i> (4), 30-32. Retrieved from www. philn.co.uk/sociologyreview/inx.htm
		Collins, M., Kenedy, B., Forster, B., Morris, M., Cheer, K., Hooper, H., Jones, J. (2014). The victims of crime. <i>Sociology Review</i> , <i>17</i> (4), 30-32.
Article - long author	First use: (James Cook University [JCU], 2015, p. 22) argue James Cook University [JCU], (2015, p. 22) argue Second and subsequent use: (JCU, 2015, p. 22) argues that JCU (2015, p. 22) argues that	

Web	In-text citation	Reference list
Entire	When citing an entire website, it is sufficient to just give the addre	ss of the site in the text. (http://www.apastyle.org/learn/faqs/cite-website.aspx)
web site	the Animals Australia website (http://www.animalsaustralia.org) shows this	Do not put anything in the reference list.
Individual web page	(National Energy Laboratory, 2014). the National Energy Laboratory (2014) argues	Do not use italics for the title of a single web page. National Energy Laboratory. (2014). Biofuels gets funding. Retrieved from http://www.nrel.gov/learning/re_biofuels.html
Individual web page, no author	Use the first few words of the title in "double quote marks". Capitalise major words. was shown to be false ("Biofuels Get Funding", 2014). as "Biofuels Get Funding" (2014) states	<i>If there is no author listed, place the title in the author position (APA, 2014, p. 184).</i> Biofuels get funding. (2014). Retrieved from http://www.nel.gov/learning/re_biofuels.html
Document from a web page i.e. PDF etc.	(National Energy Laboratory, 2014). the National Energy Laboratory (2014) argues	Use italics for the title of a document (i.e. PDF) from a webpage. National Energy Laboratory. (2014). Biofuels gets funding. Retrieved from http://www.nel.gov/learning/re_biofuels.pdf
Document from a web page i.e. PDF etc. <i>no author</i>	Capitalise major words. was shown to be false (Biofuels Get Funding, 2014). as Biofuels Get Funding (2014) states	Use italics for the title of a document (i.e. PDF) from a webpage. Biofuels gets funding. (2014). Retrieved from http://www.nel.gov/learning/re_biofuels.pdf

Web – cont.	In-text citation	Reference list
Vodcast or podcast	(Van Nuys, 2007).	Van Nuys, D. (Producer). (2007, December 19). <i>Shrink rap radio</i> [Audio podcast]. Retrieved from http://www.shrinkrapradio.com/
(APA, 2014, p. 210)	argued by Van Nuys (2007)	Van Nuys, D. (Producer). (2007, December 19). <i>Shrink rap radio</i> [Video podcast]. Retrieved from http://www.shrinkrapradio.com/
Blog	(Dean, 2014).	Include the title of the message and the URL.
	described by Dean (2007)	Dean, J. (2014, May 7). When the self emerges: Is that me in the mirror? [Web log comment]. Retrieved from http://www.spring.org.uk/2366ty/
YouTube		The author is the person who posted the video. Give their real name (if known) and their screen name in brackets.
		Author, A. A. [Screen name]. (year, month day). <i>Title of video</i> [Video file]. Retrieved from http://xxxxx
	(Apsolon, 2011). as Apsolon (2011) says in	Apsolon, M. [markapsolon]. (2011, September 9). <i>Real ghost girl caught on Video Tape 14</i> [Video file]. Retrieved from www.youtube.com/6457324/45654ss
		If you don't know the real name, give the screen name without brackets
(http://blog.apastyle.org)	(markapsolon, 2011).	markapsolon. (2011, September 9). <i>Real ghost girl caught on Video Tape 14</i> [Video file]. Retrieved from http://www.youtube.com/wat632465
	as markapsolon (2011) says in	
Facebook	Only include retrieval date for online material that may change over time e.g. Wikis, blogs, fb etc. (APA, 2014, p. 192). If no date given, use either n.d. (no date) or ca (circa = approx) (http://blog.apastyle.org/).	
	("Nonja", n.d.). as seen on the fan page "Nonja" (n.d.).	Nonja. (n.d.). In <i>Facebook</i> [Group page]. Retrieved March 17, 2014, from http://www.facebook.com/pages/Nonja/190010092116
Image online	(Duveneck, 1872). as seen in Duveneck (1872)	Duveneck, Frank (Artist). (1872). Whistling boy [Image of painting]. Cincinnati, OH; Cincinnati Art Museum. Retrieved from http://www.artstor.org
Image online, <i>no author</i>	(The Queen Signing, 1970). as seen in The Queen Signing (1970) and	The Queen signing the visitor's book in library [Image]. (1970). Retrieved from http://www.flickr.com/photos/jcuniversity587/in/photostream/

Audio Visual	In-text citation	Reference list
CD (APA, 2014, p. 210)	Include track number (Lang, 2014, track 10). as sung by lang (2014, track 10)	Lang, k.d. (2014). Shadow and the frame. On <i>Watershed</i> [CD]. New York, NY: Nonesuch Records.
TV episode	(Egan & Alexander, 2005). shown by Egan and Alexander (2005)	Egan, D. (Writer), & Alexander, J. (Director). (2005). Failure to communicate [Television series episode]. In D. Shore (Executive producer), <i>House.</i> New York, NY: Fox.
Movie DVD (APA, 2014, p. 209)	(Vasile & Fellini, 2015). shown by Vasile and Fellini (2015) (Vasile, 2015). shown by Vasile (2015)	 Give the primary contributors i.e. director or producer or both, but not presenters. Use (brackets) to identify their contribution. Give the movie's country of origin and the name of the studio. Vasile, T. (Producer), & Fellini F. (Director). (2015). Roma [Motion picture]. United States: MGM Home Entertainment. Vasile, T. (Producer) (2015). Roma [DVD]. Birdsville, Australia: Touchstone
Newspaper	In-text citation	Reference list
Newspaper article, online	reported by Heinlein (2007)	 Online newspapers, use URL of the homepage of the newspaper Heinlein, G. (2007, July 24). Michigan smoking ban takes big step. Detroit News. Retrieved from http://www.detnews.com
Newspaper article, <i>paper</i>	Lawlor (2014, p. 10).	Lawlor, A. (2014, July 20). Phoenician 'find' makes textbooks ancient history. <i>The Courier Mail</i> , pp. 3,7,10-11.
Newspaper article, no author	Use short title, or full title if it is short (APA, 2014, p. 200). ("Six Sites Meet", 2006). the article "Six Sites Meet" (2006) describes	If this is no author listed, place the title in the author position (APA, 2014, p. 184). Six sites meet for comprehensive anti-gang initiative conference. (2006, July.) OJJDP News @ a Glance. Retrieved from www.ncjrs.gov/html/ojjdp/news

Academic	In-text citation	Reference list
Lecture notes & class handout	(Bond, 2012). was shown by Bond (2012).	Bond, T. (2012). <i>ED1401: Childhood and adolescence, week 12 notes</i> [PowerPoint slides]. Retrieved from http://learnjcu2004.jcu.edu.au
		Bond, T. (2012). <i>PY1011: Exploring psychology: Psychopaths</i> [Class handout]. Department of Psychology, James Cook University, Townsville, Australia.
Thesis	(Ward, 2014).	Paper: Include either (Unpublished master's thesis) or (Unpublished doctoral dissertation) after the title:
	as shown by Ward (2014).	Ward, I. (2014). Sedimentary history of the Pandora wreck and surrounds (Unpublished master's thesis). James Cook University, Townsville, Australia.
		Online: Include the university and location for non-US online thesis and either (Master's thesis) or (Doctoral dissertation) after the title.
		Goudie, D. (2000). <i>Towards sustainable urban travel North Queensland</i> (Doctoral dissertation, James Cook University, Cairns, Australia). Retrieved from http://researchonline.jcu.edu.au.elibrary.jcu.edu.au/967/1/01front.pdf
ABS	Australian Bureau of Statistics (2014).	Australian Bureau of Statistics. (2014). Mental health and wellbeing: Profile of adults (cat. no. 4326.5).
	shown by Australian Bureau of Statistics (2014).	Retrieved from: http://www.abs.gov.au/ausstats
Conference Papers	Proceedings of meetings/symposia published in a book format to be formatted as a book citation. Proceedings of meetings/symposia published in journals to be formatted as journal article citations (APA, 2014, p. 207).	
Conference paper, unpublished	(Martins, 2011).	Author, A. A. (Year, Month). <i>Title of paper.</i> In E. E. Chairperson (Chair), Title of symposium. Symposium
	as shown by Martins (2011) Martins, J. I Co	conducted at the meeting of Organization Name, Location. Martins, J. R. (2011, April). <i>Working with the terminally ill: An integrated theoretical model</i> . In J. R. Tunon (Chair), Cooperative health care in the 21st century. Symposium conducted at the meeting of the American Counselling Association Conference, San Diego, CA.
Conference paper, published in conference	Gibson (2012). as shown by Gibson (2012).	Author. (Year). Title of paper. In Editor (first initial, last name) (Ed.), <i>Title of conference proceedings</i> (page numbers). Place of publication: Publisher. doi:xxx.xxxxxx
proceedings		Gibson, C. C. (2012). Impact of the larger social context on the distance learner. In S. Allsop (Ed.), <i>International Council for Distance Education: One world many voices</i> (pp. 279-282). Chicago: Milton Keynes, England.
Personal communication (interviews,	For interviews, give the name of the person interviewed, followed by the words 'personal communication' (not in speech marks) and the date.	Because they don't provide recoverable information, personal communications are not included in the reference list.
letters, email, telephone conversations	(R. Brown, personal communication, July 23,	Cite in-text only.
etc.)	in conversation with R. Brown (personal communication, April 4, 2002).	

Secondary reference	In-text citation	Reference List
Reference something	Academically, it is better to find the original source and reference that. But if you want to do this you only reference what YOU have actually seen.	
that you read about	So if you are reading Stark's book and Stark quotes Shakespeare, you only reference Stark	
in another source	described by Shakespeare (as cited in Stark, 2012, p. 99)	Only the source that you have actually seen goes in the reference list.
	or not to be' (Shakespeare, 1998 cited in Stark, 2012, p. 99).	Stark, E. (2012). Winter woollies. London, England: Firewall Press.

No author	Use the first few words of the reference list entry for your in-text citation	If there is no author listed, place the title in the author position.
article,	Use "double quote marks". Do not italicize. Capitalise major words	New child vaccine gets funding boost. (2014). Retrieved from
chapter or	was shown to be false ("New Child Vaccine," 2014, p. 99).	http://news.ninemsn.com.au/health/story_13178.asp
web page.	as argued in "New Child Vaccine" (2014, p. 99), it can be	
Journal, book,	Use italics. Capitalise major words	
brochure or	was shown to be false (College Bound Seniors, 2011).	College bound seniors. (2011). Retrieved from http://prof-college/ board.com/data-
report.	as shown in College Bound Seniors (2011), it can be	reports/sat/cb-seniors-2011

Publisher's locati	ON Lots of publisher locations listed? If one is the obviously the head office, use that one. If not, use the first one in the list.
	US publishers: give the city and the US Postal Service two letter abbreviation for the STATE
Publisher in the US	Reynolds, H. (2014). Black pioneers. Springfield, MA: Penguin.
Publisher outside of	Non-US publishers: give the city and the COUNTRY
the USA	Reynolds, H. (2014). Black pioneers. London, England: Penguin.