

Documentation of Information Sources in Academic Report (Part – II b)

Pre - Ph.D. Course Work Paper I (Research Methodology)

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Why references ?

- **When you refer any material, you use the standardized style to acknowledge the source(s) of information used in your assignment**
- **Referencing correctly enables the marker or reader of your assignment to locate the source(s) of the information**
- **Readers can verify the information or read further on the topic**
- **Allows you to retrace your steps and locate information you have used in the assignment and discuss further views or ideas discussed by the author**
- **By referencing clearly and correctly, it demonstrates you have undertaken research on the assignment topic thoroughly and located relevant information**
- **It is important (morally and legally) to acknowledge someone else's ideas you have used**

Book

A basic reference list entry for a book from a library database in APA must include:

- **Author or authors. The surname is followed by first initials.**
- **Year of publication of the book (in round brackets).**
- **Book title (in italics).**
- **Edition (in round brackets), if other than first edition.**
- **Publisher.**
- **DOI (if a book has a DOI, this must be included even if you are referring to a print book).**
- **The first line of each citation is left adjusted. Every subsequent line is indented 5-7 spaces.**

Example:

Arnott, G. D. (2017). *The disability support worker* (2nd ed.). Cengage Learning.

Author

Year

Title (in italics)

Edition

Publisher



Arnott, G. D. (2017). *The disability support worker* (2nd ed.). Cengage Learning.



Indent 5-7 spaces

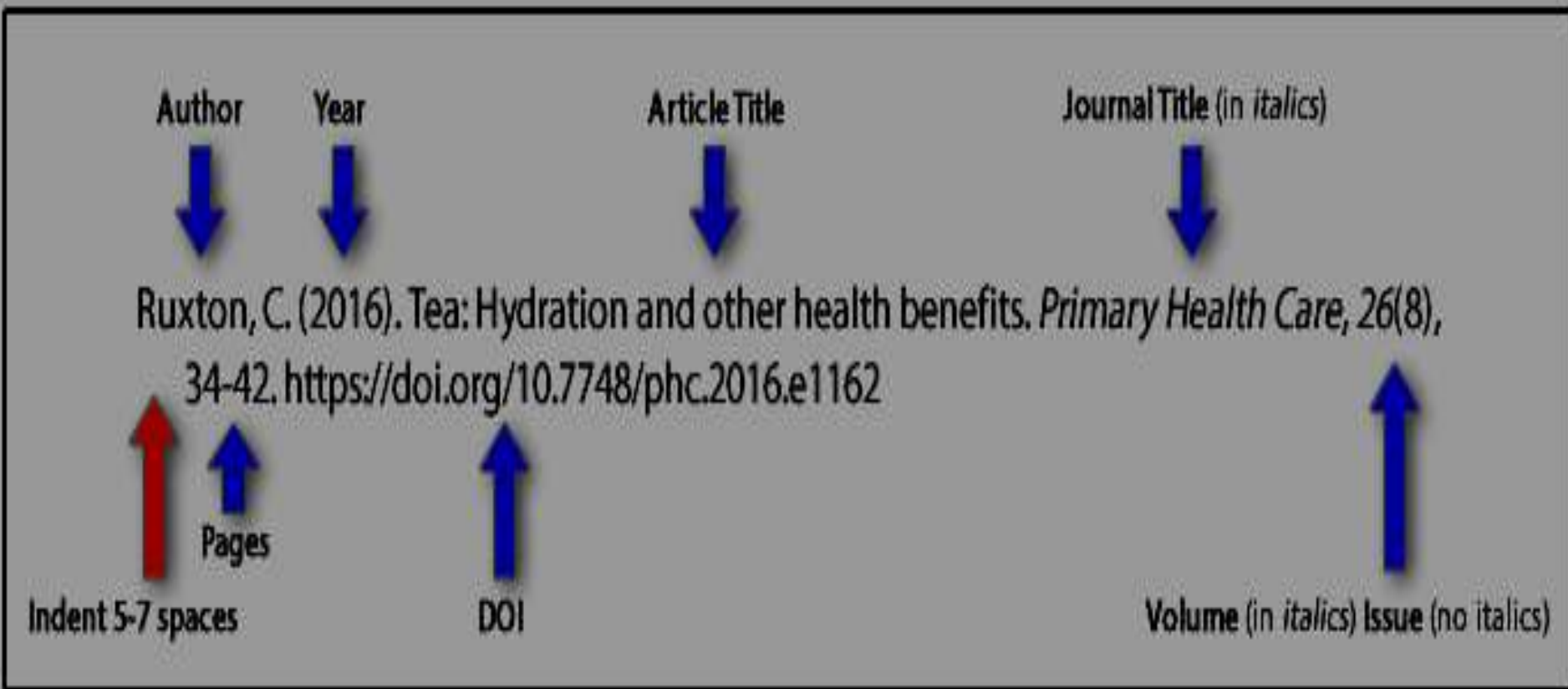
Journal Article

A basic reference list entry for a journal article in APA must include:

- **Author or authors. The surname is followed by first initials.**
- **Year of publication of the article (in round brackets).**
- **Article title.**
- **Journal title (in italics).**
- **Volume of journal (in italics).**
- **Issue of journal (no italics).**
- **Page range of article.**
- **DOI (presented as a hyperlink, for example <https://doi.org/xxxxx>).**
- **The first line of each citation is left adjusted. Every subsequent line is indented 5-7 spaces.**

Example:

- **Ruxton, C. (2016). Tea: Hydration and other health benefits. *Primary HealthCare*, 26(8), 34-42. <https://doi.org/10.7748/phc.2016.e1162>**



References

- Department of the Environment and Energy. (n.d.). *Understanding climate change*.
<http://www.environment.gov.au/climate-change/climate-science-data/climate-science/understanding-climate-change>
- Goosse, H., Barriat, P. Y., Lefebvre, W., Loutre, M. F., & Zunz, V. (2010). *Introduction to climate dynamics and climate modeling*. Université Catholique de Louvain.
<http://www.climate.be/textbook>
- Lewandowsky, S., & Whitmarsh, L. (2018). Climate communication for biologists: When a picture can tell a thousand words. *PLoS Biology*, 16(10), e2006004.
<https://doi.org/10.1371/journal.pbio.2006004>
- Zilberman, D., Lipper, L., McCarthy, N., & Gordon, B. (2018). Innovation in response to climate change. In L. Lipper, N. McCarthy, D. Zilberman, S. Asfaw, & G. Branca (Eds.), *Climate smart agriculture: Building resilience to climate change* (pp. 44-74). Springer. <https://doi.org/10.1007/978-3-319-61194-5>

The Reference List

1. Books

1.1 Book – one author

1.2 Book – place of publication

1.3 Book – editor

1.4 Book – author and publisher are the same

1.5 Chapter in an edited book

1.6 E-book (including Safari and Google books)

2. Serial/journal articles

2.1 Serial/journal article (print)

2.2 Serial/Journal article – more than one author (print)

2.3 Serial/journal article (online from a database – e.g., EBSCO News text)

2.4 Serial/journal – more than one author (online - DOI)

2.5 Serial/journal article – eight or more authors (online – no DOI)

Contd...

3. Internet sources

3.1 Internet – no author, no date

3.2 Internet – organization/corporate author

4. Various types of information sources

4.1 ACT (Statue/legislation)

4.2 Blog post

4.3 Brochure/pamphlet (with or without author)

4.4 Click view (DVD/video/motion picture)

4.5 Conference paper (hard copy/online)

4.6 Dictionary


4.6.1 Dictionary (print)

4.6.2 Dictionary (online)

4.6.3 Specific entry in an online dictionary (no author or editor)

4.6.4 Specific entry in an online dictionary (editor)

Contd...

- 4.7 DVD/video/motion picture (including YouTube)**
 - 4.8 Figures (images, illustrations, photographs, charts, maps)**
 - 4.9 Magazines**
 - 4.10 Moodle**
 - 4.11 Music recording**
 - 4.11.1 Music recording (whole album)**
 - 4.11.2 Music recording (song from album)**
 - 4.12 News paper article**
 - 4.12.1 News paper article (no author)**
 - 4.12.2 News paper (online)**
 - 4.13 Personal communication**
 - 4.14 Podcast (audio/video)**
- 

Contd...

4.15 Software (including apps)

4.16 Television

4.16.1 Television series

4.16.2 Television (single episode from a series)

4.17 Thesis

4.17.2 Thesis (print)

4.17.1 Thesis (online)

4.18 Wikis (including Wikipedia)

4.19 YouTube (DVD/video/motion picture)

Book**Magazine or Journal Article**

Who wrote or edited the book - author or editor

Who wrote the article - author

When it was written - year

When it was written - year

What it is - title of book

What it is - title of article and name of journal or magazine

Who produced it - publisher's name

Where the article is located - volume, issue and page numbers

Webpage**DVD**

Who created the website - author or sponsor or organisation

Who created the DVD - producer or director

When it was created or updated - year

When it was created - year

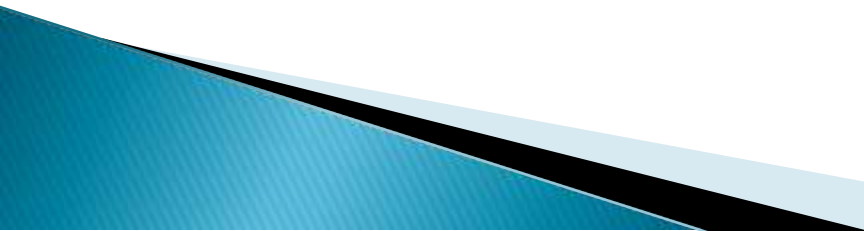
What it is - title of webpage

What it is - title of DVD and medium

Where you located it - URL or web address

Who produced it - name of publisher or distributor

APA Basics in Referencing

- 1. Reference list starts on a separate page**
 - 2. Always organize in alphabetical order**
 - 3. Do not use numbers and bullet points**
 - 4. The second and subsequent lines of each reference in the list must have a hanging indent**
 - 5. When in doubt, follow APA 7th edition guidelines**
 - 6. Be consistent and do not mix styles**
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References

- <https://libraryguides.vu.edu.au/apa-referencing/7GettingStarted>
- https://libguides.newcastle.edu.au/ld.php?content_id=47712050exceptional
- American Psychological Association.(2010). Publication manual of the American Psychological Association(6thed.).Washington, DC: Author.
- <https://guides.dtwd.wa.gov.au/nmtafe-apaes1/endtext>