**APA Style Fact Sheet**

This fact sheet provides a comprehensive beginner’s guide to entries in the APA referencing system. Use these links for more information: APA style, APA style blog and APA Style Help.

### Variations in authors

APA (6th ed.) requires page or paragraph numbers in in-text references for direct quotations and encourages the same for paraphrases. However, most science disciplines do not require page or paragraph numbers except for direct quotations. If you are unsure, check with your unit coordinator.

A. Single author

Write the author’s surname only in-text. Type the title References on new page/centred/same size text/no italics/no bold

**In-text**

The idea of progress is much overrated (Addington, 1994).

**References**


B. Two authors

Cite both surnames every time the reference occurs in text. Use ‘and’ between authors, but use an & when in brackets and in References.

**In-text**


**References**


C. Three to Five authors

Name all authors in your first in-text reference, but use ‘et al.’ after this. Use ‘and’ between the last two authors in your sentence preceded by a comma. However, if all of the in-text reference is in brackets, use an & instead of ‘and’.

**In-text**


**Subsequent mentions**

OR (MacKay, Clarke, Fleming, Collins, & Sue, 2006)

**References**


D. Six or more authors

Cite only the first author’s surname, followed by ‘et al.’ in-text.

For 6-7 authors, record all the authors’ names in the References. Use an & preceded by a comma before the last name.

For 8 or more authors, record the first six authors followed by . . . and the last author.

**In-text**

6-7 authors


**References**

8 or more authors


E. Multiple works by the same author

Use a, b, c . . . to differentiate between works written in the same year by the same author.

Page or paragraph numbers may not apply to the in-text reference for statements about the whole of a study.

**In-text**

In her first study, Sheldon (1996) supports the theory, but her two later studies (1999a, 1999b) modify this claim.

**References**


F. Authors with the same surname

(a) co-authors of a work

(b) separate works

**In-text**

(a) Scollon, Scollon and Jones (2011) argue that . . .

(b) A recent report (Jones, R.W., 1991) indicated . . . but D.J. Jones (1993) has refuted the findings.

**References**


G. Author unknown

(a) use name of the organisation

(b) use title of work

**In-text**

(a) The NSW Board of Studies (2006) advocates an . . .

(b) Vaccine efficiency is six times more efficient . . . (“New Child Vaccine”, 2001).

**References**


H. Citing several sources at once

In text, authors’ names are presented alphabetically and each reference is separated by a semicolon (;). All authors are represented in the reference list.

**In-text**

Policy makers argue that the connection between science and business should not be viewed critically (Branscomb, 1997; Noble, 1993; Stokes, 1997). The NSW Board of Studies (2006) advocates an . . .

**References**


### Variations in dates, editions, DOIs and web addresses

| I. A work with no publication date
|---|
| In-text | Shaw (n.d.) finds that . . .

| J. Edition
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| K. The DOIs and URLs
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<tr>
<td>In-text</td>
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<td>References</td>
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</table>

### Examples of some common references in academic writing

| 1. Book
|---|
| (a) print | (a) Barrett and Roberts (2002) find that the concept . . .
| (b) online (URL) | (b) Several levels of consciousness were found (Tart, 1997).
| (c) online (DOI) | (c) Sawyer (2010) finds that the influence of peers was . . . |
| Use the DOI if available, otherwise use the URL of the electronic book. See item K (above) for more information on the DOI or URL. |

| 2. Website / web page
|---|
| (a) author, cite the person who wrote the material. Note | (a) Ennis (2013) states that critical thinking is...
| (b) no author, use the corporation or group. | (b) The latest study suggests that community based programmes have been successful (World Health Organization [WHO], 2002). |
| (c) no group as an author, If no organisation, use the title in double quotation marks (articles, a chapter, web page) OR italics (periodical, book, brochure, report). | NOTE: First citation as above; Later citations (WHO, 2002) |
| No page, use paragraph number (if no paragraph number, use the section title if possible after the author and date). No date of publication, use n.d. | (c) Vaccine efficiency is six times more efficient . . . ("New Child Vaccine", 2001). |
| NOTE: In (a) and (c), provide the website name in the retrieval statement if you have the information |

| 3. Journal articles
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<td>(a) article in a journal (print)</td>
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<td>(b) article in an electronic journal (Internet)</td>
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<td>(c) article with the DOI</td>
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<td>Italics the volume number after the title e.g. 7, (volume by itself in italics). If (and only if) the journal is one that restarts the page numbering at 1 for each issue, include the issue number in parentheses after the volume number e.g. (7(3), but do not italicise the issue number. Use the DOI when citing electronic versions of journal articles (or URL if no DOI). See Variation K above.</td>
</tr>
<tr>
<td>(c) Nutrition is an “integral part of effective healing” (Stefanski &amp; Smith, 2006, p. 4).</td>
</tr>
</tbody>
</table>

| References
|---|

HINT: To paste in the URL or DOI, Do Not start on a new line. Paste it next to ‘Retrieved from’. Then, you can get part of the address to sit on the same line by using a ‘soft return’ (hold down 'shift' and tap 'return'). Try to do this before most punctuation (except http://) |

Teaching and Learning Support (TaLS) – Fact Sheets Page | 2
http://www.une.edu.au/current-students/resources/academic-skills/fact-sheets
### 4. Chapter in an edited book

**In-text**

Stories are an essential aspect of therapy (Phillips, 1999).

**References**


### 5. Reading on eReserve (Dixon Library)

**In-text**

Keesing (1991) argues that culture “implies a substantial degree of…” (p. 44).

**References**


### 6. Secondary reference

**In-text**

Gombrich argues that both art and nature are needs of the mind (as cited in Norrington, 1989).

**References**


### 7. Government publications

**In-text**

(a) The Department’s report (Department of Defence, 2009) contains . . .

(b) A report by the Close the Gap Campaign Steering Committee (2018) recommends . . .

(c) In Australia, statistics show that there can be both short and long term risks from the consumption of alcohol (ABS, 2006).

**References**


### 8. Report (other than government)

**In-text**

(a) In this financial report, Diabetes Australia (2010) clarifies the purpose . . .

(b) GM Holden (2010) proposes that the future will lie . . .

**References**


**In-text**

(a) Williams and Taj (1990) believe . . .

(b) A combination of disciplinary and educational approaches is needed to deal with student plagiarism (McGowan, 2005).

**References**


### 10. Dictionaries / Encyclopedias

**In-text**

(a) A primary verb is one of the three verb types (Chaulker & Weiner, 1998).

(b) AC/DC, formed in 1973, became one of Australia’s best known rock groups (McFarlane, 1999).

(c) Tmesis involves separating syllables of a word with other intervening words, for example, fan-damn-tastic (“Tmesis”, 2013).

**References**


| 12. Inserting data (Tables & Figures) | In-text | As shown in Figure 6, daily extremes in temperature in Australia ...(in your writing) 

The in-text citation is in the 'Note,' below the figure or table. 

Figure 6. Maximum Temperatures in Australia 2013 (label) 


NOTE: Put a Table number (above) or a Figure number (below) + caption + in-text reference |

NOTE: If you reprint or adapt outside sources, provide full citation in the reference list, giving information about the type of source in square brackets next to the title e.g. [Table], [Graph], [Image], [Data set], [Map]. |

| 13. Newspaper article | In-text | (a) Target funding is not being met (Leech, 2002). 

Leech (2002) suggests that . . . 

(b) Debt levels have fallen ("Computer Industry Blamed", 1997) . . . |


| 14. Audio-visual | In-text | (a) In The Third Man (Korda & Wells, 1949) . . . 

Korda & Wells (1949) . . . 

(b) Australia’s Geological History (Clarke, 1986) explores . . . 

(c) Fine tuning the vocal folds creates different voice qualities . . . (Reid, 2004). 

(d) In The Future of Work (2010) . . . 

(e) The dialogue demonstrates the tension in the city’s projects (Simon & Johnson, 2002). |


| 15. UNE teaching material | In-text | (a) According to Fisher (2011), there are two types of ethical concerns facing multinational corporations. 

(b) A. Brown (2010) argues that nationalism is . . . |


| 16. Personal communication | In-text | Doubts were cast on the statistical methods used (P. Darnell, personal communication, May 3, 2014). 

In an email communication on 3 May 2014, Peter Darnell explained . . . |
| References | Personal communications are not recorded in your reference list. |