Referencing FAQs

Citing Sources in the Text of an Assignment

**How do I cite a source written by two authors?**

List both authors’ surnames, the year of publication and the page number. For example:

“There are two sets of eye muscles: the extrinsic eye muscles and the intrinsic eye muscles” (Herlihy & Maebius 2003 p.229).

**How do I cite a source written by three or more authors?**

List the first named author’s surname, followed by the words *et al*, the year of publication, and page number. (*et al* means *and others.*) For example:

“The concept of caring is intertwined with nursing – some literature even states that caring and nursing are synonymous” (Daly et al 2006 p.74).

**How do I cite the work of an author found in a source by a different author?**

This is called secondary referencing. While it’s preferable to read the original source this is not always possible. For example:


………………………………………………………………………………………

or


In this case you would include full details on both Russell’s and Peterson’s publications in the bibliography at the end of your assignment.

**How should I cite works by the same author, published in the same year?**

Place a letter after the publication year in the citation. For example:

Smith (2014a) reports that…

………………………………………………………………………………………

According to Smith (2014b)…

Also include the same letters after the year in the bibliography.

**How should I cite works when no author’s name is given?**

Include the title in place of the author’s surname. For example:

“Year to year volatility in income is a feature of Australian farming” (Australian agriculture and food sector future directions 2006 p.6).
Entering Sources in a Bibliography

How should I reference information sources found on the Internet?

The details required are: author’s name, title, year, Web address, the date the information was updated (if recorded) and the date that you accessed it. For example:


How should I reference a journal article found online via a database such as EBSCO?

The details required are the same as for an article found in a printed journal (hard-copy): author’s name, year of publication, article title, journal name, volume and issue number, date, page numbers. In addition, indicate the database in which it was found. For example:

Batterham D et al 2011 “Attitudes to homelessness in Australia” Australian Social Policy Journal 10 January p.73-96 [online via EBSCO host]

How should I reference the work of an author found in a source by a different author?

In this case include the full details of both works in your bibliography.

How should I reference a chapter in an edited book?

You need to include details on both the chapter and the book itself. For example:

Falk B 1982 “The Unpayable debt” in Grimshaw P & Strahan L The Half-open door: Sixteen modern Australian women look at professional life and achievement Hale & Iremonger: Sydney

How should I reference a film, video or DVD?

Treat it as a work without an author, by starting with the title, then the year, publisher and place of publication. In addition, state that it is a “videorecording”. If viewed online indicate this and the name of the service. For example:

Fractured country: an unconventional invasion 2013 [videorecording online via Kanopy] Lock the Gate Alliance: Melbourne

How should I reference a standard?

You need to include the name of the organization issuing the standard, the year of publication, title, standard number, publisher and place of publication. For example:

Standards Australia & Standards New Zealand 2007 Electrical installations: known as the Australian/New Zealand wiring rules AS/NZS 3000:2007 Standards Australia: Homebush NSW [online via SAI Global]