

Book

Elements of the citation

Author(s) of book – family name and initials Year of publication, *Title of book – italicised*, Edition, Publisher, Place of publication.

Reference type	In-text examples	Reference list example	EndNote and RefWorks (which reference type?)
<i>Single author</i>	Sophisticated searching techniques are important in finding information (Berkman 1994) OR Berkman (1994, p. 25) claimed that ... OR Berkman (1994, pp. 30-35) agrees that ...	Berkman, RI 1994, <i>Find It fast: how to uncover expert information on any subject</i> , HarperPerennial, New York.	Book
<i>2 authors</i>	... from an engineering perspective (Cengel & Boles 1994) OR Cengel and Boles (1994) found ...	Cengel, YA & Boles, MA 1994, <i>Thermodynamics: an engineering approach</i> , 2nd edn, McGraw Hill, London.	Book
<i>3 authors</i>	... as previously demonstrated (Reid, Parsons & Green 1989)	Reid, DH, Parsons, MB & Green, CW 1989, <i>Staff management in human services: behavioral research and application</i> , Charles C. Thomas, Springfield.	Book
<i>4 or more authors</i>	... neck pain caused by whiplash (Jull et al. 2008). OR Jull et al. (2008) have argued ...	Jull, G, Sterling, M, Fallah, D, Treleaven, J & O'Leary, S 2008, <i>Whiplash headache and neck pain: research-based directions for physical therapies</i> , Churchill Livingstone, Edinburgh.	Book
<i>No author</i>	... already mentioned (<i>Be, know, do: leadership the Army way</i> 2004). OR In <i>Be, know, do: leadership the Army way</i> (2004) there is an interesting example ...	<i>Be, know, do: leadership the Army way</i> 2004, Jossey-Bass, San Francisco. Insert alphabetically into the Reference List.	Book
<i>Multiple works by the same author</i>	... geology of Queensland's national parks (Willmott 2004, 2006).	Willmott, WF 2004, <i>Rocks and landscapes of the national parks of southern Queensland</i> , Geological Society of Australia, Queensland Division, Brisbane. Willmott, WF 2006, <i>Rocks and landscapes of the national parks of central Queensland</i> , Geological Society of Australia, Queensland Division, Brisbane. Order chronologically from in the reference list.	Book
<i>Multiple works by the same author, published in the same year</i>	... geographically speaking (Dawkins 1996a, 1996b)	Dawkins, R 1996a, <i>Climbing Mount Improbable</i> , Viking, London. Dawkins, R 1996b, <i>River out of Eden</i> , Phoenix, London. Order alphabetically by title in the reference list.	Book
<i>Two or more works by different authors</i>	... rock formations (Dawkins 1996; Willmott 2004)	Dawkins, R 1996, <i>Climbing Mount Improbable</i> , Viking, London. Willmott, WF 2004, <i>Rocks and landscapes of the national parks of southern Queensland</i> , Geological Society of Australia, Queensland Division, Brisbane.	Book
<i>Book by an organisation or institution</i>	... in the case of an institution (Australian Government Publishing Service 1987)	Australian Government Publishing Service 1987, <i>Commonwealth printing and publishing manual</i> , 2nd edn, A.G.P.S., Canberra.	Book

<i>Different Editions</i>	... the meaning of educational research (Pring 2004)	Pring, R 2004, <i>Philosophy of educational research</i> , 2nd edn, Continuum, London. The edition statement is placed after the title of the work. This is not necessary for a first edition.	Book
<i>Edited book</i>	... some findings (Sjostrand 1993) OR ... optics defined (Pike & Sarkar 1986)	Sjostrand, S (ed.) 1993, <i>Institutional change: theory and empirical findings</i> , M.E. Sharpe, Armonk, N.Y. Pike, ER & Sarkar, S (eds) 1986, <i>Frontiers in quantum optics</i> , Adam Hilger, Bristol.	Edited book
<i>Book Series</i>	In defining permutation groups Bhattacharjee (1998) ...	Bhattacharjee, M 1998, <i>Notes of infinite permutation groups</i> , Lecture notes in mathematics no.1698, Springer, New York.	Book

Chapter in a book

Elements of the citation

Author(s) of chapter – family name and initials Year of publication, 'Title of chapter – in single quotation marks', in Editor(s) of book (eds), *Title of book – italicised*, Edition, Publisher, Place of publication, Page numbers.

Reference type	In-text examples	Reference list example	EndNote and RefWorks (which reference type?)
<i>Chapter in an edited book</i>	Bernstein (1995) explained intelligent traffic flows.	Bernstein, D 1995, 'Transportation planning', in WF Chen (ed.), <i>The civil engineering handbook</i> , CRC Press, Boca Raton, pp. 231-61.	Book section

Journal Article

Elements of the citation

Author(s) of journal article – family name and initials Year of publication, 'Title of journal article – in single quotation marks', *Title of journal – italicised*, Volume, Issue or number, Page number(s), (viewed date-in-full, URL – if accessed electronically).

Reference type	In-text examples	Reference list example	EndNote and RefWorks (which reference type?)
<i>Journal articles</i>	Huffman (1996) expanded on the theory ... OR ... uses for whey protein (Huffman 1996).	Huffman, LM 1996, 'Processing whey protein for use as a food ingredient', <i>Food Technology</i> , vol. 50, no. 2, pp. 49-52.	Journal article
<i>Electronic journal article with page numbers</i>	... changes in resource management (Daniel 2009)	Daniel, TT 2009, 'Learning from simpler times', <i>Risk Management</i> , vol. 56, no. 1, pp. 40-44, viewed 30 January 2009, < http://proquest.umi.com/ >. For an article retrieved from a database, it is sufficient to give the URL of the database site.	Electronic article in EndNote Journal article with Electronic type chosen in Refworks.
<i>Electronic journal article without page numbers</i>	... the discipline of art history (Donahue-Wallace & Chanda 2005)	Donahue-Wallace, K & Chanda, J 2005, 'A case study in integrating the best practices of face-to-face art history and online teaching', <i>Interactive Multimedia Electronic Journal of Computer-Enhanced Learning</i> , vol. 7, no. 1, viewed 30 January 2009, < http://imej.wfu.edu/articles/2005/1/01/index.asp >.	Electronic article in EndNote Journal article with Electronic type chosen in Refworks.

Newspaper and magazine article

Elements of the citation

Author(s) of article – family name and initials Year of publication, 'Title of article – in single quotation marks', *Title of newspaper – italicised*, Day month, Page number(s).

Reference type	In-text examples	Reference list example	EndNote and RefWorks (which reference type?)
<i>Newspaper article (print)</i>	... as seen in the move to privatise the railway (Simpson 1997)	Simpson, L 1997, 'Tasmania's railway goes private', <i>Australian Financial Review</i> , 13 October, p. 10.	Newspaper article
<i>Newspaper article (web)</i>	... government has been blamed for the water shortage (Porteous 2007).	Porteous, C 2007, 'Rudd blamed for drought', <i>Courier Mail</i> , 15 August, p. 17, viewed 27 February 2009, < http://global.factiva.com/ >. For an article retrieved from a database, it is sufficient to give the URL of the database site.	

Web page

Elements of the citation

Author(s) of page – (person or organisation) Year (page created or revised), *Title of page - italicised*, description of document (if applicable), name of the sponsor of the page (if applicable), viewed date-in-full, URL.

Reference type	In-text examples	Reference list example	EndNote and RefWorks (which reference type?)
<i>Web page with author</i>	... this agreement (Albanese 2009)	Albanese, A 2009, <i>Fairer compensation for air travellers</i> , media release, 29 January, Minister for Infrastructure, Transport, Regional Development and Local Government, viewed 30 January 2009, < http://www.minister.infrastructure.gov.au/aa/releases/2009/January/AA007_2009.htm >.	Web page
<i>Web page with corporate or organisational author</i>	... in this subject guide (University of Queensland Library 2009)	University of Queensland Library 2009, <i>Mechanical engineering subject guide</i> , University of Queensland Library, viewed 6 February 2009, < http://www.library.uq.edu.au/findits/findit.php?title=Mechanical+Engineering >.	Web page
<i>Web page with no date of publication</i>	... it has been argued that emotional intelligence is a combination of competencies (Bliss n.d.)	Bliss, SE n.d., <i>The effect of emotional intelligence on a modern organizational leader's ability to make effective decisions</i> , viewed 10 February 2008, < http://eqi.org/mgtpaper.htm >.	Web page

Standard

Elements of the citation

Corporate body issuing standard Year of publication, *Title of standard- italicised*, Number of standard including identifier of issuing country or body, Publisher of standard, Place of publication.

Reference type	In-text examples	Reference list example	EndNote and RefWorks (which reference type?)
<i>Standard</i>	... steels are classified (International Organization for Standardization 1982)	International Organization for Standardization 1982, <i>Steels - classification - part 1: classification of steels into unalloyed and alloy steels based on chemical composition</i> , ISO 4948-1:1982, International Organization for Standardization, Geneva.	Standard

