



# Deakin guide to *APA7*

[deakin.edu.au/referencing](https://deakin.edu.au/referencing)

Please note:

- Different disciplines and units at Deakin use different referencing styles.
- Always check your unit assessment information to find which style you are required to use.
- It is essential that you write and reference in a style that is clear and consistent, and act with academic integrity at all times.

**Last updated: 6 March 2024**

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# APA explained

## Overview

The APA7 style of referencing consists of:

- **In-text citations** in the body of the paper that include the author, the date, and often a page number.
- **References** at the end of the paper, giving full bibliographic details of all in-text citations.

The Deakin guide to APA7 referencing provides examples of different source types. If you cannot find the exact source you wish to reference in this guide, use elements from different parts of this guide to create an appropriate reference. The important thing is to be consistent – and if in doubt, provide more detail rather than less.

If you still require clarification, consult the APA resources below, or [email Study Support](#).

This guide is based on advice and examples provided in:

American Psychological Association. (2020). *Publication Manual of the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-000>

Further information, FAQs and examples can be found at:

- <https://apastyle.apa.org/>

See also APA7 reference list examples of common source types:

- <https://apastyle.apa.org/instructional-aids/reference-examples.pdf>

## In-text citations

- Most APA in-text citations consist of the author and year of publication.
- In addition, page numbers should be included when quoting directly from a source. You are also encouraged to provide page numbers when paraphrasing (rephrasing a short passage).
- The author, year and page number within parentheses are separated by commas.
- An in-text citation can go at the beginning, within, or at the end of a sentence.

## Summarising, paraphrasing and quoting

### *Summary or general reference*

When you are summarising or making a general reference to an idea or information contained in a work, page numbers are not necessary.

Hughes et al. (2012) investigated the relationship between personality and the use of Facebook and Twitter for both information and social purposes.

### *Paraphrase*

When paraphrasing information, provide the author and date.

Hughes et al. (2012) suggest that this may be because the information sought from Facebook can be obtained socially, whereas the information sought on Twitter is more cognitively based.

You can also provide a page number for a paraphrase if you think it will help the reader locate the source of information.

Hughes et al. (2012, p. 567) suggest that this may be because the information sought from Facebook can be obtained socially, whereas ...

### *Quote*

To quote means to reproduce the exact words from a source. Details of the source and the page number(s) must be provided in text.

Short quotes (fewer than 40 words) should be incorporated into the text within double quotation marks.

Hughes et al. (2012, p. 563) hypothesised that “the short, quick-fire nature of Twitter usage determined by the limit of 140 characters per ‘tweet’ may appeal to those high in conscientiousness as they can still partake in social networking without it becoming a temporal distraction”.

Longer quotes, known as “block quotes” (40 words or more):

- start on a new line
- are indented about 1.27cm from the left-hand margin
- are double spaced
- do not have quotation marks
- begin with a colon
- do not end with a full stop.

... while others have supported this view:

We don't do burden in the twenty-first century. We do entitlement. We do expectation and our politicians have learnt to give us what we want. In 2008, US presidential candidate Barack Obama caught the American people's imagination with the phrase 'hope you can believe in'. Kennedy sells sacrifice: Obama sells expectation. (Salt, 2011, p. 19)

The sense of entitlement ...

**There are two ways to include your in-text citation**

You can emphasise the author:

Woodward (2010) states that what we buy and how we consume things once we have bought them reveals a great deal about the society we live in.

Or you can emphasise the information:

What we buy and how we consume things once we have bought them reveals a great deal about the society we live in (Woodward, 2010).

## References

References enable readers to locate your sources. Each in-text citation and the related reference list entry should be identical in spelling and year. A work is listed only once in the reference list, regardless of how many times it is cited in-text. All citations should be listed in the reference list (with the exception of **Personal communications** and classical works).

The four basic elements of a reference list entry in APA style are:

- author (who is responsible?)
- date of publication (when was it published?)
- title (what is it called?)
- publication details (where can I find it?)

These elements are set out in the following order:

**Author, Initials. (Date). Title. Publication details.**

The reference list should:

- begin on a new page with the heading 'References' centred and **bold**.
- have entries arranged alphabetically by family name of the first-listed author or name of organisation (or by title if authorship is unknown)
- use the hanging indent (0.5 in. = 1.27 cm) paragraph style for each new reference.
- use double spacing.

## References

Borton, J. L. S., Markowitz, L. J., & Dietrich, J. (2005). Effects of suppressing negative self-referent thoughts on mood and self-esteem. *Journal of Social and Clinical Psychology, 24*, 172–190.

Butt, S. A., Lidegaard, Ø., Skovlund, C., Hannaford, P. C., Iversen, L., Fielding, S., & Morch, L. S.

- (2018). Hormonal contraceptive use and risk of pancreatic cancer: A cohort study among premenopausal women. *PLoS ONE*, 13(10), 1–8. Article e0206358.  
<https://doi.org/10.1371/journal.pone.0206358>
- Chapman, A. L., & Rosenthal, M. Z. (2016). *Managing therapy-interfering behavior: Strategies from dialectical behavior therapy*. American Psychological Association.
- Department of Health. (2019). *Commonwealth Home Support Programme interaction with home care packages* [Fact sheet]. Australian Government.  
<https://www.health.gov.au/resources/publications/commonwealth-home-support-programme-interaction-with-home-care-packages-fact-sheet>
- Dillard, J. P. (2020). Currents in the study of persuasion. In M. B. Oliver, A. A. Raney, & J. Bryant (Eds.), *Media effects: Advances in theory and research* (4th ed., pp. 115–129). Routledge.
- Giovanetti, F. (2019, November 16). *Why we are so obsessed with personality types*. Medium. <https://medium.com/the-business-of-wellness/why-we-are-so-obsessed-with-personality-types-577450f9aee9>
- Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. *Psychology of Popular Media Culture*, 8(3), 207–217.  
<https://doi.org/10.1037/ppm0000185>
- Jackson, L. M. (2019). *The psychology of prejudice: From attitudes to social action* (2nd ed.). American Psychological Association. <https://doi.org/10.1037/0000168-000>
- Malcom L. (Presenter). (2014, January 5). *The music in your brain* [Audio podcast]. <http://www.abc.net.au/radionational/programs/allinthemind/the-music-in-your-brain/5132382>
- National Cancer Institute. (2019). *Taking time: Support for people with cancer* (NIH Publication No. 18-2059). U.S. Department of Health and Human Services, National Institutes of Health. <https://www.cancer.gov/publications/patient-education/takingtime.pdf>
- Sapolsky, R. M. (2017). *Behave: The biology of humans at our best and worst*. Penguin.

## DOIs and URLs

### DOIs

A DOI (Digital Object Identifier) provides a persistent link to the location of a source on the internet; however, note that some print sources also have DOIs. Most academic journal articles and e-books have DOIs. You can usually find the DOI on the first page of an article in the header or footer. They also appear in library records.

- Where a DOI exists, cite a DOI instead of a URL.
- Do **not** provide a date of retrieval.
- Do **not** place a full stop at the end of a DOI
- Present DOIs as hyperlinks, where possible.

Depending on the date of the source, DOIs may appear in different formats:

- <https://doi.org>
- <http://dx.doi.org>
- DOI:

Where possible, use most recent format: **<https://doi.org>**

Here is an example of journal article with a DOI provided:

Phillips, A. (2019). Effective approaches to health promotion in nursing practice. *Nursing Standard*, 34(4), 43–50. <https://doi.org/10.7748/ns.2019.e11312>

For further examples, see **Journal Articles** and **Books**.

### URLs

A URL (Uniform Resource Locator) can be found in the address bar of your internet browser. URLs are provided for webpages, blogs, online videos, podcasts and social media sources.

- Usually the full URL is provided, although in for some cases, you will notice that the homepage URL may be provided instead.
- Do **not** provide URLs of Deakin Library searches.
- A date of retrieval is **not usually** provided. For sources that are designed to be updated regularly, a date of retrieval can be provided. (For example, see: Other > **Database**).
- Do **not** place a full stop at the end of a URL.
- Present the URL as a hyperlink.
- Where a DOI exists, cite a DOI instead of a URL.

Here is an example of webpage with a URL provided:

Giovanetti, F. (2019, November 16). *Why we are so obsessed with personality types*. Medium.  
<https://medium.com/the-business-of-wellness/why-we-are-so-obsessed-with-personality-types-577450f9aee9>



For further examples of URLs, see the APA7 topics in **Web and Video**.

### **Sources accessed via a Library database**

- In most cases, if you have found a source via a Library database (e.g. EBSCOhost, E-book Central or Google Scholar), you **do not** provide a URL related to the Library database search.
- If the source has a DOI, cite the DOI.
- If the source has no DOI, format the source as you would a print source.

Savage, J. (2004). Researching emotion: The need for coherence between focus, theory and methodology. *Nursing Inquiry*, 11(1), 25–34.

For advice on how to cite databases with original, proprietary works only available in that database or archive, see **Other > Database**.

### **One author**

#### **In-text citation**

Joo (2019) explains ...

OR

... (Joo, 2019).

#### **References**

Joo, K. R., (2019). Immunization schedule updates for children, adolescents, and adults, *Advances in Family Practice Nursing*, 1, 211–218.

<https://doi.org/10.1016/j.yfnp.2018.12.006>

### **Two authors**

#### **In-text citation**

Adelson and Eckert (2020) state that ...

OR

... (Adelson & Eckert, 2020).

## References

Adelson, P., & Eckert, M. (2020). Skin cancer in regional, rural and remote Australia: Opportunities for service improvement through technological advances and interdisciplinary care.

*Australian Journal of Advanced Nursing*, 37(2), 25–30.

<https://doi.org/10.37464/2020.372.74>

## Three or more authors

### In-text citation

- For three or more authors, use only the first author, followed by **et al.** (meaning ‘and others’):

Witten et al. (2011) reject this ...

OR

... (Witten et al., 2011).

### References

- Include all authors for sources with up to 20 authors.
- Where there are more than 20 authors, list the first 19 authors followed by an ellipsis (...) and then include the last author’s name.
- Do not include an ampersand (&) in a reference of 20 or more authors.

Witten, I. H., Frank, E., & Hall, M. A. (2011). *Data mining: Practical machine learning tools and techniques* (3rd ed.). Morgan Kaufmann.

Reeve, W., Ardley, J., Tian, R., De Meyer, S., Terpolilli, J., Melino, V., Tiwari, R., Yates, R., O'Hara, G., Howieson, J., Ninawi, M., Zhang, X., Bruce, D., Detter, C., Tapia, R., Han, C., Wei, C., Huntemann, M., Han, J., ... Kyrpides, N. (2014). Genome sequence of the *Listia angolensis* microsymbiont *Microvirga lotononidis* strain WSM3557 (T). *Standards in Genomic Sciences*, 9(3), 540–550.

## Group authors

### In-text citation

Sometimes the author is an organisation, government agency, association or corporate body.

- Cite the full name of the group author the first time you mention it in the text.
- Use an abbreviation of the group author name in later citations, if it is a well-known abbreviation, or if it will help avoid repeating a very long name.

If your **first** citation does not have the group author's name in a parenthetical in-text citation, then provide the abbreviated name form before the year of publication:

The National Health and Medical Research Council (NHMRC, 2013) provides practical and realistic recommendations for healthy eating...

However, if your **first** citation *does* have the name of the group author in a parenthetical in-text citation, then provide the abbreviated name in square brackets after the full name:

... practical and realistic recommendations for healthy eating (The National Health and Medical Research Council [NHMRC], 2013).

In **subsequent** citations, use the abbreviated form of the group author's name:

The NHMRC (2013) recommends that...

### References

- Use the full name of group author.

National Health and Medical Research Council. (2013, February). *Australian dietary guidelines:*

*Providing the scientific evidence for healthier Australian diets.* Australian Government.

<https://www.nhmrc.gov.au/adg>

See also: Government and Legal > **Government Publications**

## No author

Note that for many sources with no designated author, the author can often be listed as a group author.

See: APA7 Explained > **Group Author**.

### In-text citation

- Consider first if the author is a **Group Author**.
- If no author can be identified, cite the **title** of the work and the year of publication in text.

- If the title is very long, use the first few words of the title only.
- Use italics for the titles of books, reports or webpages.
- Use double quotation marks for the titles of articles or chapters.

... ("Forgotten Melbourne", 2020).

- Only use "Anonymous" in a citation if the author's name is given as "Anonymous".

... (Anonymous, 2017).

## References

- If no author can be identified, the title is placed in the author position. Do not italicize, nor place in quotation marks.
- Order the reference list entry by title.

Forgotten Melbourne. (2020). [brochure]. Signet Publishing.

- Works in which the author's name is given as anonymous are listed in the reference list under "Anonymous".

Anonymous. (1997). *The art of non-doing*. Los Angeles: Starlight.

## No date

### In-text citation

If no year of publication is provided for a source, use 'n.d.' (meaning 'no date') in parentheses after the author's name.

In a detailed analysis, Jones (n.d.) argues ...

## References

Jones, P. (n.d.). *The hanging hypothesis*. Metzger & Son.

## No page numbers

When quoting or paraphrasing, a page number may be required in the citation. However, with sources that do not have page numbers (e.g. web pages, websites and some e-books), you have three options:

- Provide heading or section name

(Department of Social Services, 2019, Section 1)

- Provide a paragraph number

(Department of Social Services, 2020, para. 2)

- Provide both a section name and a paragraph number

(Department of Social Services, 2019, Section 2, para. 3)

### Citing multiple authors

When citing more than one source at the same point in the text:

- list the sources **alphabetically**
- separate each source with a semicolon within the same parentheses.

There have been several studies on the links between personality and Facebook use (Amichai-Hamburger & Vinitzky, 2010; Ross et al., 2009; Ryan & Xenos, 2011).

If you would like to highlight the works most relevant to your paper:

- list the most relevant works first
- follow this list with any further works, preceded by “see also”.

... (Ross et al., 2009; see also Amichai-Hamburger & Vinitzky, 2010; Ryan & Xenos, 2011).

When the author names are in the narrative of your text, you can place them in your preferred order:

Ryan and Xenos (2011), Amichai-Hamburger and Vinitzky (2010) and Ross et al. (2009) studied the links between personality and Facebook use.

When citing two or more sources **by the same author** at the same point:

- provide the author and then the dates, each source separated by semicolons
- place the dates in **chronological** order.

... (Duff, n.d.; 2008; 2017; 2019).

See also: **APA explained > Same author**

## Repeat citations in the same paragraph

Sometimes a longer paraphrase will continue for several sentences.

- It is not always necessary to repeat the citation as long as it is made clear that the same work continues to be paraphrased.
- Always check your sentences carefully to ensure that you have paraphrased appropriately.
- See an example of a long paraphrase on the [APA style blog](#).

**If it proves difficult to make clear that your paraphrase continues throughout a paragraph, then cite the same source again where you think it might be required in order to avoid any ambiguity.**

Facebook and Twitter appear to be used for different purposes by different users (Hughes et al., 2012). The researchers found that people who seek and spread information on Facebook do not use Twitter in the same way and vice versa. Hughes et al. (2012) suggest that this may be because ...

If beginning a new paragraph, **always** include a citation, even if you have cited in the previous paragraph.

## Secondary source

Sometimes you read one author (secondary) who cites another (primary). A good habit of academic research and writing is to find the primary source, read it, and cite it directly. However, in some cases you will need to cite the secondary source.

In the example that follows, you have read Savage who refers to a publication by Lupton, but you have not read Lupton yourself. Use the phrase "as cited in".

### In-text citation

If the year is known for the primary source:

(Lupton, 2001, as cited in Savage, 2004)

If the year is *not* known for the primary source:

Lupton (as cited in Savage, 2004) distinguishes between "emotional labour" and "emotional work".

## References

Reference only the source that you have read.

Savage, J. (2004). Researching emotion: The need for coherence between focus, theory and methodology. *Nursing Inquiry*, 11, 25–34. <http://dx.doi.org/10.1111/j.1440-1800.2004.00196.x>

## Same author

### In-text citation

#### **Same author, same year**

If an author (or authors listed in the same order) have published two or more works in the same year, use the lower-case letters **a**, **b**, **c** ... after the year to distinguish between the works. Letters are assigned according to the alphabetical order of the title.

Reed and Derryberry (1995b) examined ...

According to Reed and Derryberry (1995a) ...

### References

#### **Same author, same year**

Reed, M. A., & Derryberry, D. (1995a). Temperament and attention to positive and negative trait information. *Personality and Individual Differences*, 18, 135–147.

<http://www.sciencedirect.com/science/journal/01918869>

Reed, M. A., & Derryberry, D. (1995b). Temperament and response processing: Facilitatory and inhibitory consequences of positive and negative motivational states. *Journal of Research in Personality*, 29, 59–84. <http://www.sciencedirect.com/science/journal/00926566>

#### **Same author, different year**

Order the sources chronologically.

Gooden, A. (2015). ...

Gooden, A. (2016). ...

#### **Same author in single-author and multiple-author publications**

Order sources alphabetically.

Gooden, A. (2017). ...

Gooden, A. & Smith, A. (2004). ...

## Annotated bibliography

When writing an annotated bibliography:

- Always check and **follow your task instructions** regarding expected content and formatting of assignments.
- Format and order references in an annotated bibliography in alphabetical order (as with reference lists).
- Each annotation should be a new paragraph below the reference entry with a 1.27cm Indent from the left margin (the first line of the annotation should not be indented).
- If annotation spans multiple paragraphs, indent the first line of the second and any subsequent paragraphs 1.27cm.



# Books

## Overview

### In-text citation

Gardner (1983) developed a radically different and pluralistic view of mind, proposing seven intelligences.

OR

Intelligence is not a single, monolithic ability that can be measured only by IQ tests (Gardner, 1983).

### References

For book sources:

- Italicise book titles.
- Capitalise only the first letter of the first word of the book title (as well as any proper nouns, acronyms or initialisms).
- If there is a subtitle following a colon, capitalise the first letter of the first word.
- Include book edition numbers for all editions except the first.
- Include all publishers listed.
- If the publisher is also the author, do not repeat the publisher's name.
- Provide a DOI, where available.

For e-books, note that:

- The format, platform and device type are **not** included in the reference.
- The same details are provided for print and e-books.

#### *Book with DOI*

**Author, Initials. (year). *Title of book: Subtitle of book* (edition). Publisher. DOI**

Jackson, L. M. (2019). *The psychology of prejudice: From attitudes to social action* (2nd ed.).

American Psychological Association. <https://doi.org/10.1037/0000168-000>

#### *Book without DOI*

**Author, Initials. (year). *Title of book: Subtitle of book*. Publisher.**

Sapolsky, R. M. (2017). *Behave: The biology of humans at our best and worst*. Penguin Books.

## Edition

- Include book edition numbers for all editions except the first.
- Place the edition in brackets after the title.
- Only cite the edition of the book that you have read.

Use the following abbreviations:

- Second edition = (2nd ed.)
- Third edition = (3rd ed.)
- Fourth edition = (4th ed.)
- Revised edition = (Rev. ed.)
- Abridged edition = (Abr. ed.)

Jackson, L. M. (2019). *The psychology of prejudice: From attitudes to social action* (2nd ed.).

American Psychological Association. <https://doi.org/10.1037/0000168-000>

## Book chapter

### In-text citation

If citing from a chapter in a book by a **single** author or **single group** of authors:

- you **do not** need to cite the chapter
- cite the whole book.

If citing from a particular chapter in an **edited book** (a collection of articles/chapters written by different authors)

- cite the author(s) of that chapter.

The study by Aron, Botella and Lubart (2019) confirmed previous research that ...

## References

If citing a chapter from an edited book:

- provide the reference list entry under the name of the authors of the chapter.
- include the names of the editors between the title of the chapter and the title of the book, preceded by "In".
- include the page range of the chapter.

- include any book edition information in the same brackets as the page range of the chapter, separated with a comma.
- include the **book chapter DOI**, if available. Otherwise include the **DOI of the whole book**, if available.

#### *With DOI*

**Author, Initials. (year). Title of chapter. In Initials. Editor (Ed.), Title of book (pp. xx-xx). Publisher. Chapter DOI or Book DOI**

Aron, L., Botella, M., & Lubart, T. (2019). Culinary arts: Talent and their development. In R. F. Subotnik, P. Olszewski-Kubilius, & F. C. Worrell (Eds.), *The psychology of high performance: Developing human potential into domain-specific talent* (pp. 345–359). American Psychological Association. <https://doi.org/10.1037/0000120-016>

#### *Without DOI*

**Author, Initials. (year). Title of chapter. In Initials. Editor (Ed.), Title of book (edition, pp. xx-xx). Publisher.**

Dillard, J. P. (2020). Currents in the study of persuasion. In M. B. Oliver, A. A. Raney, & J. Bryant (Eds.), *Media effects: Advances in theory and research* (4th ed., pp. 115–129). Routledge.

## Dictionary, encyclopedia

Note that in some units, citing dictionaries, encyclopedias, or sites such as Wikipedia, may **not** be acceptable. Consult your unit guide for details.

### In-text citation

Where the author is identified for entries in print or online encyclopedias or other reference works, provide the author and year as for other authored sources.

Low and Jin (2012) comment that urging someone to do their best does not appear to be as effective as involving the person in setting specific and relatively difficult goals...

Where the author is not identified, provide the title of the entry.

Field theory is defined as “a systematic approach describing behaviour in terms of patterns of dynamic interrelationships between individuals and the psychological, social and physical situation in which they exist” (“Field theory”, 2007, p. 375).

## References

*Online dictionary or encyclopedia entry – no author identified*

**Entry title. (year). In A. A. Editor (Ed.), *Title of encyclopedia* (p. x). Publisher name.**

Field theory. (2007). In G. R. VandenBos (Ed.), *APA dictionary of psychology* (p. 375). American Psychological Association.

*Online dictionary or encyclopedia – author identified*

**Author, Initials. (year). Title of entry. In A. A. Editor (Ed.), *Title of encyclopedia* (pp. x-x). Publisher. DOI**

Low, R., & Jin P. (2012). Achievement motivation and learning. In N. M. Seel (Ed.), *Encyclopedia of the sciences of learning* (pp. 47–51). SpringerLink. <https://doi.org/10.1007/978-14419-1428-6>

# Journals

## Overview

### In-text citation

Butt et al. (2012) investigated ...

### References

For both online and print articles in journals:

- Capitalise only the first letter of the first word in the title of an article (as well as the subtitle). Proper nouns, initialisms and acronyms are also capitalised.
- Capitalise the first letter of every main word in the journal title.
- Format the journal title and also the volume number in italics.
- Include the volume number, issue number and page range, if available.
- Include a DOI if the article has one.
- Some articles may have a URL instead of a DOI, and they may be included; however, DO NOT include a link to a library database. See **DOIs and URLs** for more information.

#### Article with a DOI

**Author, Initials. (year). Title of article. *Title of Journal, volume number(issue number), page numbers.***  
**DOI**

Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. *Psychology of Popular Media Culture, 8*(3), 207–217.

<https://doi.org/10.1037/ppm0000185>

#### Article with no DOI

Reeve, W., Ardley, J., Tian, R., De Meyer, S., Terpolilli, J., Melino, V., Tiwari, R., Yates, R., O'Hara, G., Howieson, J., Ninawi, M., Zhang, X., Bruce, D., Detter, C., Tapia, R., Han, C., Wei, C., Huntemann, M., Han, J., ... Kyrpides, N. (2014). Genome sequence of the *Listia angolensis* microsymbiont *Microvirga lotononidis* strain WSM3557 (T). *Standards in Genomic Sciences, 9*(3), 540–550.

*Article with a URL (Note: Only provide URL if no DOI. Do not use a Library database URL.)*

**Author, Initials. (year). Title of article. Title of Journal, volume number(issue number), page numbers.  
URL**

Stegmeir, M. (2016). Climate change: New discipline practices promote college access. *The Journal of College Admission*, (231), 44–47.  
[https://www.nxtbook.com/ygsreprints/NACAC/nacac\\_jca\\_spring2016/#/46](https://www.nxtbook.com/ygsreprints/NACAC/nacac_jca_spring2016/#/46)

*Article with no DOI/URL*

**Author, Initials. (year). Title of article. Title of Journal, volume number(issue number), page numbers.**

Baker, B. C., Buckenmaier, C., Narine, N., Compeggie, M. E., Brand, G. J., & Mongan, P. D. (2007). Battlefield anaesthesia: Advances in patient care and pain management. *Anaesthesiology Clinics*, 25(1), 131–134.

Borton, J. L. S., Markowitz, L. J., & Dietrich, J. (2005). Effects of suppressing negative self-referent thoughts on mood and self-esteem. *Journal of Social and Clinical Psychology*, 24, 172–190.

*Article with an article number / eLocator*

- If the journal article has an article number or eLocator, include the word “Article” and then the article number instead of the page range.

**Author, Initials. (year). Title of article. Title of Journal, volume number(issue number), Article article number or eLocator. DOI**

Butt, S. A., Lidegaard, Ø., Skovlund, C., Hannaford, P.C., Iversen, L., Fielding, S., & Morch, L. S. (2018). Hormonal contraceptive use and risk of pancreatic cancer: A cohort study among premenopausal women. *PLoS ONE*, 13(10). Article e0206358. <https://doi.org/10.1371/journal.pone.0206358>

### Advance online publication

Advance online publication can refer to a work that has not yet been assigned a volume, issue or page numbers. It can also refer to a work that has been peer reviewed but not yet copyedited or formatted for final production.

### In-text citation

Trezise et al. (2014) studied working memory in adolescent males ...

### References

**Author, Initials. (year). Title of article. Title of Journal. Advance online publication. DOI**

Trezise, K. L., Gray, K. M., Taffe, J., & Sheppard, D. M. (2014). Working memory in adolescent males with Down syndrome and males with autism and intellectual disability: Implications for the classroom. *Journal of Intellectual and Developmental Disability*. Advance online publication. <https://doi:10.3109/13668250.2013.874550>

### In press

Use the term **in press** to refer to a peer-reviewed article accepted for publication in a future issue of a journal.

### In-text citation

...(Pachur & Scheibehenne, in press).

### References

Pachur, T., & Scheibehenne, B. (in press). Unpacking buyer-seller differences in valuation from experience: A cognitive modelling approach. *Psychonomic Bulletin & Review*.

### Review in a journal

#### In-text citation

Mirabito and Heck (2016) ...

#### References

Reference the review author, but also include details of the material under review in square brackets.

**Author, Initials. (year, month day). Title of article. [Review of the book/film Title of book/film by Initials. Author/Director] Title of journal, volume(issue), page numbers. DOI**

Mirabito, L. A., & Heck, N. C. (2016). Bringing LGBTQ youth theatre into the spotlight [Review of the film *The year we thought about love*, by E. Brodsky, Dir.]. *Psychology of Sexual Orientation and Gender Diversity*, 3(4), 499–500. <https://doi.org/10.1037/sgd0000205>

## Government and legal

### ABS

#### In-text citation

Spell out the full name of the Australian Bureau of Statistics the first time you use it, as follows; then use the shortened form ABS from then on.

... (Australian Bureau of Statistics [ABS], 2017).

... (ABS, 2017).

#### References

Provide:

- the name Australian Bureau of Statistics in full
- the ABS catalogue number, where relevant
- each ABS article or report as a unique reference list entry.

**Australian Bureau of Statistics. (year, month day). *Title of publication* (Catalogue/Report number).  
URL**

Australian Bureau of Statistics. (2013, June). *Industrial disputes, Australia, June 2013* (No. 6321.0.55.001). <https://www.abs.gov.au/ausstats/abs@.nsf/Previousproducts/6321.0.55.001Main%20Features1Jun%202013>

### Government publication

#### In-text citation

- Cite individual authors if they are listed; however, in most cases the author will be a department or agency.
- When multiple layers of government agencies are listed as the author, cite the most specific agency as the author.
- Only include the parent agency/government in the author position when it helps to avoid confusion between two similar names (e.g. **Victorian Government** Department of Health and Human Services vs. **U.S** Department of Health and Human Services).

The Department of Human Services (2011) has outlined their direction and priorities for workforce diversity and inclusion.



### **Abbreviated names of agencies or departments**

If the name of a department/agency is very long and there is an abbreviation that is in common use:

- cite the full name of the group author in the first instance
- use an abbreviated form of the group author's name in subsequent references.

If your first citation, include the name of the agency/department in your text, and then provide the abbreviated form:

The Australian Government National Health and Medical Research Council (NHMRC, 2013) provides practical and realistic recommendations for healthy eating ...

or

... practical and realistic recommendations for healthy eating (National Health and Medical Research Council [NHMRC], 2013).

In subsequent citations, you can use the abbreviated form:

The NHMRC (2013) recommends that...

Most Australians eat only about half the recommended quantity of fruit, although they drink excessive amounts of fruit juice (NHMRC, 2013).

### **References**

- When multiple layers of government agencies are listed as the author, cite the most specific agency as the author.
- Only include the parent agency in the author position when necessary to avoid confusion between two similar names (e.g. **Victorian Government** Department of Health and Human Services vs. **U.S** Department of Health and Human Services).
- The name of a parent agency can be provided as the publisher. Multiple agencies are separated by commas.

#### *Government web document*

**Author. (year). Title. Parent Agency/Department/Government. URL**

Department of Human Services. (2011). *Workplace diversity and inclusion strategy 2011–15*.

Australian Government. <http://www.humanservices.gov.au/spw/corporate/publications-and-resources/resources/workplace-diversity-inclusion-strategy.pdf>

National Health and Medical Research Council. (2018, August). *Report: Survey on the replacement, reduction and refinement of the use of animals for scientific purposes in Australia*. Australian Government. <https://www.nhmrc.gov.au/research-policy/ethics/animal-ethics/3rs>

#### *Government report with series or catalogue number*

If a report number, series number or catalogue number is available, place in brackets after the title.

**Author. (year). Title (Report/Series/Catalogue number). Parent Agency/Department/Government. URL or DOI**

Australian Institute of Health and Welfare. (2020, September 11). *Australia's welfare 2019: Data insights*. (Australia's Welfare Series 14, catalogue number AUS 226). Australian Government. <https://doi.org/10.25816/5d5e14e6778df>

National Cancer Institute. (2019). *Taking time: Support for people with cancer* (NIH Publication No. 18-2059). U.S. Department of Health and Human Services, National Institutes of Health. <https://www.cancer.gov/publications/patient-education/takingtime.pdf>

#### *Other government source types*

Provide a description of the source format in square brackets after the title, but only where it might assist the reader in identifying less typical source types. For example: [Fact sheet], [Press release] or [White paper].

Department of Health. (2019). *Commonwealth Home Support Programme interaction with home care packages* [Fact sheet]. Australian Government. <https://www.health.gov.au/resources/publications/commonwealth-home-support-programme-interaction-with-home-care-packages-fact-sheet>

## Legal sources overview

### Please read this first:

*The Publication Manual of the American Psychological Association* does **not** provide advice on how to provide references for Australian legislation or cases. This guide is based on the limited advice provided on US legal sources.

Examples of reference list entries for Australian cases and legislation in this guide are based on the Melbourne University Law Review Association's [Australian Guide to Legal Citation](#) (4th ed.).

For further examples of how to include Australian legal sources in a reference list, follow the advice in the *Deakin Guide to Referencing: AGLC*.

For further advice around citing legal sources in APA7, see:

American Psychological Association. (2020). *Publication Manual of the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-00>

## Acts

### In-text citation

- Include the title of the Act and the year.
- Italicise the title of the Act.

*Competition and Consumer Act* (2010) ...

or

... (*Competition and Consumer Act*, 2010)

### References

For Australian legislation, provide:

- The title of an Act including the year, both italicised.
- The jurisdiction, e.g. "Cth" = Commonwealth, "Vic" = Victoria.
- A pinpoint, which is a specific section in the Act – provide where relevant, e.g. "pt" = part, "sch" = schedule, "div" = division). See Deakin's AGLC for further examples of pinpoints.

**Title of Act (Abbreviation of jurisdiction) pinpoint.**

*Aboriginal and Torres Strait Islander Act 2005* (Cth) pt 3A div 2.

*Competition and Consumer Act 2010 (Cth) sch 2.*

*Supreme Court Act 1986 (Vic).*

## Cases

### In-text citations

- Include the case name and year.
- Italicise the case name.

In *Minister for Immigration and Citizenship v SZIAI* (2009), it is stated that ...

or

... (*Minister for Immigration and Citizenship v SZIAI*, 2009).

### References

- **Case name**  
Provide the full name of the case in italics.
- **Year**  
Note that for cases both round and square brackets are used around the year. Copy the reference details as they appear in your source.
  - Use square brackets if case has a unique court identifier or if law report volume is organised by year.
  - Use round brackets if law report is organised by continuous volume numbers.
- **Unique court identifier OR Law report series**  
See Rule 2.3.1 and Appendix B of the AGLC for a list of unique court identifiers.  
See Appendix A of the AGLC for abbreviations for law reports.
- **Judgment number**  
Include only if the case has a unique identifier and is not reported in a law report.
- **Pinpoint**  
If required, refer to the paragraph number if there is a unique court identifier; and refer to page number from a law report.

*Case with a unique court identifier*

**Case name [year] Unique court identifier Judgment number.**

*Minister for Immigration and Citizenship v SZIAI* [2009] HCA 39.

*Case without a unique court identifier (from a law report series)*

- Note: where a case does not use a unique court identifier in the citation, it has come from a law report series.

**Case name (year) or [year] Volume if applicable Abbreviation of law report series First page of case, pinpoint.**

*Waltons Stores (Interstate) Ltd v Mather* (1988) 164 CLR 387, 390.

## Web and video

Note that for most web sources:

- a date of retrieval is **not usually** included (unless a source is designed to be updated regularly, for example, a Twitter profile, Facebook page, Google Maps or an OER)
- URLs should be hyperlinked
- There is no full stop after a URL or a DOI.

Note too:

- URLs are **not usually** provided for books and journal articles accessed online – these usually have a **DOI**. See also the APA7 sections on **Books** and **Articles**.

See also: **APA7 Explained > URLs and DOIs**

### Webpage

#### In-text citation

Webpages should be cited according to the name of the author, which is often a group author, for example a government department or an organisation.

See also the topics:

- APA7 Explained > **Group author**
- Government and legal > **Government publications**

The Australian Psychological Society (2014) provides nine strategies for communicating better about issues of violence, peace and social justice.

If no author or group author is provided for a webpage, cite by title.

For source where no page numbers are provided, you may cite the chapter number, section heading and/or paragraph number.

- See also: **APA7 explained > No page numbers.**

The Australian Psychological Society (2014, para. 3) suggest ...

... (Nursing and Midwifery Board, 2016, Standard 3: Maintains the capability for practice section, para. 2).

## References

- The author might be an individual, but more often than not it will be a group author (e.g. organisation, government department).
- Provide a day and month of publication, if available.
- If a Date last updated is given for a webpage, use this as the date of publication (if it is clear that this date refers to the specific page/section and not the whole website).
- **Do not** include a Date of last review as the content has not necessarily been updated.
- Italicize the title of the webpage or web document.
- Do not italicize the title of the website.
- Do not repeat the website title, if this is also the webpage title or the author's name.
- When citing multiple webpages from the same website, create a reference entry for each webpage.

### ***Webpage with named author***

- When individual author(s) are credited, list them as the author.

**Author, Initials. (Year, Month Day). *Title of webpage*. Website. URL**

Giovanetti, F. (2019, November 16). *Why we are so obsessed with personality types*.

Medium. <https://medium.com/the-business-of-wellness/why-we-are-so-obsessed-with-personality-types-577450f9aee9>

Wilkins, A. (2018, June 28). *NZ Govt yet to address single-use plastic bags, despite Australia's progress*. Newshub. <https://www.newshub.co.nz/home/new-zealand/2018/06/nz-govt-yet-to-address-single-use-plastic-bags-despite-australia-s-progress.htm>

### **Webpage with group author**

Note: the website title is not repeated in these examples because it is the same as the author name.

**Group author. (Full date available). Title of webpage. URL**

Nursing and Midwifery Board. (2016). *Registered nurse standards for practice*.

<https://www.nursingmidwiferyboard.gov.au/Codes-Guidelines-Statements/Professional-standards/registered-nurse-standards-for-practice.aspx>

World Health Organization. (2018, May 24). *The top 10 causes of death*.

<https://www.who.int/news-room/fact-sheets/detail/the-top-10-causes-of-death>

### **Government authors**

- When multiple layers of government agencies are listed as the author, cite the most specific agency as the author.
- The name of a parent agency can be provided as the publisher.
- Only include the parent agency in the author position when necessary to avoid confusion between two similar names (e.g. **Victorian Government** Department of Health and Human Services vs. **U.S** Department of Health and Human Services).

**Author. (year, Month Day). Title of webpage. Website/Publisher/Parent agency (if different from author). URL**

Centre for Disease Control and Prevention. (n.d.). *Understanding flu viruses*. U.S. Department of Health and Human Services. <https://www.cdc.gov/flu/about/viruses/index.htm>

### **General information from a website**

- When referring to a website more generally, i.e. without referencing specific information or a specific page from that site, **do not** include a reference entry or in-text citation.
- Instead, provide the name of the website and the URL in parentheses.

We created our survey using Qualtrics (<https://www.qualtrics.com>).

## Web document

Web documents are cited in a similar way to webpages.

We recommend first reading these related topics:

- APA explained > **Group Author**
- Web and Video > **Webpage**
- Government and Legal > **Government publications**
- Other > **Reports**

### In-text citations

- Cite page numbers where provided.

... (Department of Health, 2019, p. 3)

- Where no page numbers are provided, you may cite the chapter number, section heading and/or paragraph number.
- See: APA7 explained > **No page numbers**.

### References

For web documents, follow the same advice as for webpages and in addition:

- The source type can be provided in square brackets, for example [Fact sheet] or [Press release], if not already evident from the title.
- Provide a direct link to the web document, or if this is not accessible provide a link to the webpage where the document is available.

### Government authors

- When multiple layers of government agencies are listed as the author, cite the most specific agency as the author.
- The name of a parent agency can be provided as the publisher.
- Only include the parent agency in the author position when necessary to avoid confusion in your paper between two similar names (e.g. **Victorian Government** Department of Health and Human Services vs. **U.S** Department of Health and Human Services).

**Author. (year). Title of web document. [document type]. Website/Owner of website. URL of document or landing page that links to document**

Department of Health. (2019). *Commonwealth Home Support Programme interaction with home care packages* [Fact sheet]. Australian Government.

<https://www.health.gov.au/resources/publications/commonwealth-home-support-programme-interaction-with-home-care-packages-fact-sheet>



National Health and Medical Research Council. (2018, August). *Report: Survey on the replacement, reduction and refinement of the use of animals for scientific purposes in Australia*. Australian Government. <https://www.nhmrc.gov.au/research-policy/ethics/animal-ethics/3rs>

## Social media

- In all cases you need to consider whether social media sources are **appropriate and acceptable** to include in your assignment. If you are uncertain, check your unit guide or with your unit chair or lecturer.
- Cite only **original content** from social media, not merely content that has been discovered via a social media link.
- Cite content that is available to the **public**.  
For private accounts and communications, see the APA7 topic **Other > Personal communications**.
- Use the following advice for all social media sources.

## In-text citations

- Include the author and year of the post.

Michael Carr-Gregg (2014) compares anxiety to a rocking chair: "It gives you something to do, but it doesn't get you very far".

## References

Only **public** social media accounts should be included in the reference list. The author's real name is provided first, followed by the username/screen name in square brackets. If only the screen name is known, provide without brackets.

Provide a date of retrieval (day, month and year) you accessed the social media source, if the source is designed to be regularly updated.

## Facebook

- Provide the page title, e.g. "Home," "About," "Reviews" or up to the first 20 words of a post.
- Include a description in square brackets, e.g. [Facebook page], [Status update]. If a post includes images, videos or content from another post also provide a description in square brackets, e.g. [Video].

**Author, Initials [screen name]. (year, month day). Up to first 20 words of post/update [Status update].**

**Facebook. URL**

News From Science. (2019, June 21). *Are you a fan of astronomy? Enjoy reading about what scientists have discovered in our solar system—and beyond?* [Image attached] [Status update]. Facebook. <https://www.facebook.com/ScienceNOW/photos/a.117532185107/10156268057260108/?type=3&theater>

**Author, Initials [screen name]. (year, month day). Page title [Facebook page]. Retrieved month day, year from URL**

National Park Service. (n.d.). *Home* [Facebook page]. Facebook. Retrieved January 12, 2020, from <https://www.facebook.com/nationalparkservice/>

### **Twitter**

- If the tweet includes an image, a video, a poll, or a thumbnail image with a link, indicate that in brackets after the title, e.g. [Image attached], [Video attached], [Thumbnail with link attached].
- Include the description, e.g. [Tweet] [Moment] or [Twitter profile] in square brackets after the title.
- Provide Twitter as the website name and then provide the URL of the tweet.

**Author, Initials [@ screen name]. (year, month day). Up to 20 words of post [description]. Twitter. URL**

APA Databases [@APA\_Databases]. (2019, September 5). *Help students avoid plagiarism and researchers navigate the publication process.* [Image attached] [Tweet].

Twitter. [https://twitter.com/APA\\_Databases/status/1169644365452578823/](https://twitter.com/APA_Databases/status/1169644365452578823/)

Gates, B. [@BillGates]. (2019, September 7). *Today, it's difficult for researchers to diagnose #Alzheimers patients early enough to intervene. A reliable, easy and accurate diagnostic would* [Thumbnail with link attached] [Tweet].

Twitter. <https://twitter.com/BillGates/status/1170305718425137152>

### **Instagram**

- Include a description of the post in square brackets after the title, e.g. [Photo], [Video], [Instagram profile], [Instagram highlight].
- Provide Instagram as the site name and then provide the URL of the image/video.

Philadelphia Museum of Art [@philamuseum]. (2019, December 3). *It's always wonderful to walk in and see my work in a collection where it's loved, and where people are* [Photograph]. Instagram. <https://www.instagram.com/p/B5oDnnNhOt4/>

APA Public Interest Directorate [@apapubint]. (2019, June 14). *Male depression is serious, but many men try to ignore it or refuse treatment. Different men have different symptoms, but* [Video]. Instagram. <https://www.instagram.com/p/BysOqenB1v7/>

## Blog

### In-text citation

Rutledge (2013) comments that balance is important in the use of ...

### References

#### Posts

- Cite the author(s) of the blog post (be aware that this is not always the owner of blog).
- Blog posts follow the same format as webpages.

**Author, Initials. (year, month day). Title of blog post. *Blog Site Name*. URL**

Ouellette, J. (2019, November 15). Physicists capture first footage of quantum knots unravelling in superfluid. *Ars Technica*. <https://arstechnica.com/science/2019/11/study-you-can-tie-a-quantum-knot-in-a-superfluid-but-it-will-soon-untie-itself/>

#### Comments on a post

- Cite the person who left the comment as the author using the format that appears with the comment (i.e., a real name or a username). The example here shows a username.
- Provide the comment title or up to the first 20 words of the comment, then write "Comment on the blog post" and the full title of post on which the comment appeared (in quotation marks and enclosed within square brackets).
- Link to the comment itself, if possible. Otherwise, link to the blog post.

**Username. (year, month day). Title or up to the first 20 words of the comment [Comment on the blog post "full title of post"]. *Blog Site Name*. URL**

joachimr. (2019, November 19). We are relying on APA as our university style format - the university is located in Germany (Kassel). [Comment on the blog post “The transition to seventh edition APA Style”]. *APA Style*. <https://apastyle.apa.org/blog/transition-seventh-edition#comment-4694866690>

## Web video

### In-text citation

Include the name of the publisher (uploader of content) or the speaker.

... (Cain, 2010).

... (Beyond Blue, 2013).

If the speaker is not listed as the author in the in-text citation and reference list entry, you may integrate the speaker’s name in the narrative.

Noam Chomsky insists that AI little to offer in regards to our further understanding of human thought, language and learning (Through Conversations Podcast, 2023).

### References

- For YouTube, and other video-sharing platforms, the owner of the account is the author.
- For videos published on other websites, for example the TED website, the main speaker/presenter may be the author.
- Your source may be available in more than one place. Only cite the source that you have accessed.
- Indicate the medium in brackets, e.g. [Video].
- If the video is from a URL that is highly likely to change over time, you may provide the homepage URL rather than the full URL.
- Include the date that the video was uploaded.

**Account owner/Speaker. (year, month day). *Title of video* [Video]. Website. URL**

Through Conversations Podcast. (2023, May 13). *Noam Chomsky on Artificial Intelligence, ChatGPT* [video]. YouTube. [https://www.youtube.com/watch?v=\\_04Eus6sjV4](https://www.youtube.com/watch?v=_04Eus6sjV4)

Cain S. (2012, March). *Susan Cain: The power of introverts*. [Video]. TED Talks. [https://www.ted.com/talks/susan\\_cain\\_the\\_power\\_of\\_introverts](https://www.ted.com/talks/susan_cain_the_power_of_introverts)

Harvard University. (2019, August 28). *Soft robotic gripper for jellyfish* [Video]. YouTube.  
<https://www.youtube.com/watch?v=guRoWTYfxMs>

Note that for other videos, the director or producer is listed as the author. See: **Film and Television Episode**

### ***YouTube channel***

- YouTube channel pages begin on the “Home” tab by default. If you want to cite one of the other tabs (e.g., “Videos,” “Playlists”), use the name of that tab rather than “Home” in the title element of the reference.
- Italicize the title of the channel.
- Include the description “[YouTube channel]” in square brackets after the title.
- Provide a retrieval date because the content is designed to change over time.

Walker, A. (n.d.). *Playlists* [YouTube channel]. YouTube. Retrieved October 8, 2019,  
from <https://www.youtube.com/user/DjWalkzz/playlists>

### ***Streaming video from database via Deakin Library***

- Provide the homepage URL of video database (do not provide the Deakin Library search URL).

**Producer, Initials. (year). *Title of video* [Video file]. Homepage URL of database**

VEA. (2011). *Anxiety disorder* [Video]. <http://vlearn.vea.com.au>

## **Podcast**

Podcasts and audio files may be available from a number of different online sources. Only cite the source that you have accessed.

### **In-text citation**

List the host of the podcast as the author, or alternatively the executive producer.

Malcom (2010) defines this as ...

## References

- Provide the role of the host or producer in brackets.
- Indicate the medium in brackets, e.g. [Audio podcast episode].
- Provide the podcast episode number if there is one.
- If the podcast URL is unknown, omit the URL.

**Author, Initials. (Host/Producer). (year, month day). Title of podcast episode (episode number) [Audio podcast]. In *Title of Podcast*. Website/Publisher. URL**

Malcom L. (Host). (2014, January 5). The music in your brain [Audio podcast episode]. In *All in the mind*. ABC Radio National. <http://www.abc.net.au/radionational/programs/allinthemind/the-music-in-your-brain/5132382>

## Film

- Cite films with the following information, regardless of where or how they were viewed.

### In-text citation

*A beautiful mind* (Howard, 2001) depicts ...

## References

**Director, Initials. (Director). (year). *Title of film* [Film]. Studio.**

Howard, R. (Director). (2001). *A beautiful mind* [Film]. Imagine Entertainment.

## Television episode

- Cite TV episodes with the following information, regardless of where or how they were viewed.

### In-text citation

- Provide the title of the episode in-text in italics, and provide the writer, director and/or executive in the citation.

Thompson & Michelmore (2014) provide a comprehensive account of the Manus riot ...

## References

- Provide the names of the writer, director or executive producer.

**Writer, Initials. (Writer) & Director/Producer, Initials. (Director/Producer). (year). Title of episode. [Television series episode]. In Initials. Producer (Executive producer). *Title of show/series*. TV Studio.**

Thompson, G. (Writer), & Michelmore K. (Producer). (2014, April 29). The Manus solution [Television series episode]. In S. Spencer (Executive producer), *Four corners*. Australian Broadcasting Corporation.

## Other sources

### Overview

For a quick guide to other source types, see this APA list of reference examples:

<https://apastyle.apa.org/instructional-aids/reference-examples.pdf>

### Album or song

#### References

##### *Album*

**Performer/Creator, Initials. (year). *Album title* [Album]. Publisher.**

Bowie, D. (2016). *Blackstar* [Album]. Columbia.

##### *Single song or track*

**Performer/Creator, Initials. (year). Song title [Song]. On *Album title*. Publisher.**

Lamar, K. (2017). Humble [Song]. On *Damn*. Aftermath Entertainment; Interscope Records, Top Dawg Entertainment.

You may provide a URL for an album or song if that location is the only means of retrieval.

## Artificial intelligence

When [using generative artificial intelligence](#), you need to ensure that your final submitted assessment is your own work, creation, and analysis.

Where you have used generative AI in developing your assessment (for example, in the development of ideas, problem solving, data analysis, significant writing feedback) you should acknowledge your use of it.

It is also essential that you provide details about where and how you have used it.

- First, read assessment instructions in your unit site or check with your Unit Chair whether you are allowed to use generative AI and how you are allowed to use it.
- Understand the [limitations and the risks](#).
- Critically evaluate any output.
- Document how you used the tool and acknowledge this in your final submission.

Your acknowledgement should include:

- the name of the generative AI tool (you can also include the version, if known)
- the month and year you accessed it
- (where relevant) details of your prompts, the output, and precisely where in your assessment you have used generative AI. Discuss unit requirements with your Unit Chair.

This can go in an 'Acknowledgements' section and further details can be provided in an Appendix.

### Examples of acknowledging the use of generative AI

This paper was edited with the assistance of **Name of generative AI tool (accessed Month Year)**. I have critically assessed and validated any generated feedback. The final version of the paper is my own creation.

I acknowledge the use of **Name of generative AI tool (accessed Month Year)** and **Name of generative AI tool (accessed Month Year)** in developing some of my ideas and writing for this assessment. All AI-generated output was critically reviewed. Examples of prompts, outputs and my responses are provided in Appendix B. The final content, conclusions and assertions in this paper are my own.

This assessment was completed with the assistance of **Name of generative AI tool (accessed Month Year)**. With the permission of my Unit Chair, I have used these tools to develop the fictional case studies that provide the background for Section 2 of the assessment. See Appendix A for further details. All other writing and analysis in this assessment is my own.

Examples adapted from: Bozkurt, A. (2024). GenAI et al.: Cocreation, authorship, ownership, academic ethics and integrity in a time of generative AI. *Open Praxis*, 16(1), 1–10. <https://doi.org/10.55982/openpraxis.16.1.654>



### **Can I cite generative AI?**

In most cases, citing AI-generated content as a primary source of information for an assessment is **not** acceptable. You will need to discuss unit rules and requirements with your Unit Chair.

All sources of information for assessment need to be [evaluated for credibility](#). Cite **recommended** journal articles, books, websites and other reliable and **credible** sources.

If you have concluded that generative AI is an appropriate source to cite for your task, then it needs to be cited appropriately.

In all cases, you must acknowledge the use of generative AI as outlined above. In addition, you can cite as follows.

When acknowledging or citing the use of generative AI, do not humanise the tool. ChatGPT does not “discuss”, “report”, or “allege” as a human author does. Instead, simply acknowledge your use of the tool, when you used it and details of how you used it.

The following example is from the APA style blog: <https://apastyle.apa.org/blog/how-to-cite-chatgpt>

### **In-text citation**

- Provide details of the owner/publisher of the AI tool and the year of publication.
- You might also provide further details of how you used the AI tool, for example a transcript on inputs/outputs, in an appendix.

#### **(Publisher/Owner, Year; see Appendix)**

When given a follow-up prompt of “What is a more accurate representation of the left-brain right brain divide?” it was indicated in the ChatGPT-generated text that “different brain regions work together to support various cognitive processes” and “the functional specialization of different regions can change in response to experience and environmental factors” (OpenAI, 2023; see Appendix A for the full transcript).

### **References**

**Author/Owner of AI model. (Year). Name of AI model (Version) [Type or description of AI model].  
URL**

OpenAI. (2023). ChatGPT (3.5, May 24 version) [Large language model].  
<https://chat.openai.com/chat>

### **Artwork**

Note: the following advice is for *citing* artwork only. To learn how to *include* images in your work, see: **Other > Figures and Tables**.

When citing artwork in a gallery, museum or on a website, include the:

- name of artist
- year the artwork was produced
- medium of the artwork, e.g painting, sculpture, video, installation
- details of the institution.

### **Artwork in a gallery**

**Artist. (year). Title of artwork [medium]. Gallery, Location.**

Delacroix, E. (1826-27). *Faust attempts to seduce Marguerite* [Lithograph]. The Louvre, Paris, France.

### **Artwork on a gallery website**

**Artist. (year). Title of artwork [medium of original artwork]. Gallery, Location. URL**

Bell, R. (2020). *The truth hurts* [Painting]. National Gallery of Victoria, Melbourne.  
<https://www.ngv.vic.gov.au/exhibition/indigenous-art-from-the-ngv-collection/>

See also:

- **Other > Images**
- **Other > Figures and Tables**
- **Web and Video > Social Media**

### **Brochure or pamphlet**

- Brochures, pamphlets, or flyers follow the same format as report references.
- Include the description “[Brochure]” in square brackets after the title of the brochure.

### **In-text citation**

The American Psychological Association (2017) provides suggestions for helping a daughter deal with the challenges of adolescence.

### **References**

*Online brochure*

**Author, Initials. (year). Title [Brochure]. URL**

American Psychological Association. (2001). *Staying connected: A guide for parents on raising an adolescent daughter* [Brochure]. <http://www.apa.org/pubs/info/brochures/staying-connected.pdf>

Cedars-Sinai. (2015). *Human papillomavirus (HPV) and oropharyngeal cancer* [Brochure].  
<https://www.cedars-sinai.org/content/dam/cedars-sinai/cancer/sub-clinical-areas/head-neck/documents/hpv-throat-cancer-brochure.pdf>

### Print brochure

**Author, Initials. (year). Title [Brochure]. Publisher.**

Quit Victoria (2011). *Quit because you can* [Brochure].

## Conference paper

### In-text citation

Duckworth et al. (2012) conclude that ...

### References

#### Published proceedings in a journal

**Author, Initials. (year). Title of paper. *Proceedings of Title of Conference*, country, vol(no), pages.  
DOI**

Duckworth, A. L., Quirk, A., Gallop, R., Hoyle, R. H., Kelly, D. R., & Matthews, M. D. (2019).  
Cognitive and noncognitive predictors of success. *Proceedings of the National Academy  
of Sciences*, USA, 116(47), 23499–23504. <https://doi.org/10.1073/pnas.1910510116>

#### Paper presentation

**Presenter(s). (year, date range of conference). Title [Type of presentation]. Conference Name,  
Location. DOI or URL**

Proudfoot, F. (2015, February 18–20). Understanding cultural differences at the frontline [Paper  
presentation]. Australasian Housing Researchers Conference, Hobart, Tasmania,  
Australia. <http://ahrc2015.com.au/wp-content/uploads/2015/03/Fiona%20Proudfoot.pdf>

## Course materials

You should always check with unit staff to determine if citing course materials is appropriate and acceptable in your unit. Some units advise that it is **not acceptable** to cite from course materials. Cite only if you have been given permission to do so by your Unit Chair or Lecturer.

- If you do have permission, provide enough detail for your marker to locate the source.
- A direct URL to a Deakin unit site may be provided, as long as you know that your audience (your marker) has access.

## In-text citation

... (Lecturer, Year).

## References

Lecturer, Initials. (Year, Month Day). Title of course materials [Lecture notes from Unit Code].  
Department of xxxx, Deakin University. URL of unit site

## Database

*Note that in most cases, you will not need to cite a database name, nor a database URL.*

In most cases, if content has been sourced via a Library database (e.g. EBSCOhost, E-book Central), you **do not** cite the name or the database, nor do you provide the Library database search URL. You simply cite the publication details of that source (e.g. a journal article or an e-book) – **not** where you accessed it.

The reason for this is that the Library database is often only one of many available providers of that publication (for example, you might find a particular article on various databases at different Libraries or even bookstores). In addition, many databases require a login and these inaccessible URLs are not suitable to include in a reference list.

So, *when* do I cite a database?

- You **do** cite a database when it is necessary for a reader to retrieve the cited work from **unique** database that is not available anywhere else. Only provide details of the database name and URL if it is **original, proprietary content** that cannot be found elsewhere.  
For example, the *Australian medicines handbook* or works found in a University archive.
- If you are not sure, please consult the Deakin Library or Study Support who will assist you in determining your source type and how it should be referenced.

### ***Database not available to the public (requires login)***

#### In-text citation

- Cite the **title** if there is no listed author.

... (“Lemborexant”, 2022)

#### References

- Look for the date last updated/reviewed, to find the year of publication of the entry (which may differ from the date provided for the whole database).
- If the entry does not have a DOI, provide the “date of retrieval”, that is, the day you accessed the entry.
- Provide the homepage URL of the database.

- **Do not** provide a Deakin Library search URL.

**Title of entry. (year). In *Name of database*. Retrieved Month Day, Year, from Homepage URL.**

Lemborexant. (2022). In *Australian medicines handbook*. Retrieved August 25, 2022, from <https://amhonline.amh.net.au/>

#### **Database available to the public**

- If a database is open to the public, cite according to the source type (e.g. webpage or article) and provide all relevant details.
- **Do not** provide a Deakin Library search URL.

**Author, Initials. (year, Month Day). Title of entry/article. *Name of database*. DOI**

Geretsegger M., Fusar-Poli L., Elefant C., Mössler K. A., Vitale G., & Gold C. (2022, May 9). Music therapy for autistic people. *Cochrane Database of Systematic Reviews*.  
<https://doi.org/10.1002/14651858.CD004381.pub4>

#### **Data sets**

- When you have retrieved data from publicly available archives, and have analysed data (secondary analysis), provide an in-text citation and a reference list entry with the archive name as author, e.g. *Australian Bureau of Statistics*.
- If you are referring to data that has been published in a journal article, report, webpage etc., cite the source and author of the published material, rather than the data itself.
- Use the bracketed description [Data set].

O'Donohue, W. (2017). *Content analysis of undergraduate psychology textbooks* (ICPSR 21600; Version V1) [Data set]. ICPSR. <https://doi.org/10.3886/ICPSR36966.v1>

#### **Figures and tables**

You will need to consider the following when including a figure (e.g. image, illustration, graph or map) or a table in your work:

- Above the figure/table, provide a **Figure/Table number** in bold.
- Below the number, provide a figure/table **Title** in italics.
- Provide the figure or table itself.

- Below the figure/table, provide any relevant **Notes**. If the figure/table is not your own or you have adapted it from another source, you will need to provide a **Copyright statement** in these notes.
- If the figure/table is not your own or you have adapted it from another source, you will also need to provide the source in your **reference list**.

For further advice on using Tables and Figures, and for further examples see this [APA guide to figures and tables](#), or see Chapter 7 of the Publication Manual of the APA (7<sup>th</sup> ed).

### ***Copying or adapting a figure/table from another source***

In the “Note” below the figure/table, provide a **Copyright statement** about the source of the figure/table.

- Begin the copyright statement with “From...” or “Adapted from...”
- If a work is “creative commons”, “copyright-free” or “in the public domain”, you should still provide a statement. See below for further information on copyright and attribution.
- Take note that the copyright year is sometimes different to the year of publication.

#### *Example 1: Image from a journal article*

### **In-text**

See in the example below that the copyright statement includes the following information about the source of the image:

**From “Title of article,” by A. A. Author and B. B. Author, Year, *Journal Title*, issue(number), p. x (DOI/URL). Copyright year by Publisher.**

### **Figure 3**

*Mean Regression Slopes in Experiment 1*

[insert image here]

*Note.* From “Large continuous perspective change with noncoplanar points enables accurate slant perception,” by X. M. Wang, M. Lind, & G. P. Bingham, 2018, *Journal of Experimental Psychology: Human Perception and Performance*, 44(10), p. 1513 (<https://doi.org/10.1037/xhp0000553>). Copyright 2018 by the American Psychological Association.

### **References**

The source of the image (in this case, a journal article) would also require a corresponding reference list entry:

Wang, X. M., Lind, M., & Bingham, G. P. (2018). Large continuous perspective change with noncoplanar points enables accurate slant perception. *Journal of Experimental Psychology: Human Perception and Performance*, 44(10), 1508–1522.  
<https://doi.org/10.1037/xhp0000553>

*Example 2: Table adapted from a web document (with CC licence)*

### **In-text**

See in the example below that the copyright statement includes the following information about the source of the table:

**Adapted from “Title of Web Document,” by Authors, year, p. x, (URL). Copyright year by Name of Copyright Holder (Creative Commons licence).**

### **Table 1**

*Top enabling factor which would best enable investigators to achieve their scientific objectives without using animals.*

[insert table here]

*Note.* Adapted from “Survey on the replacement, reduction and refinement of the use of animals for scientific purposes in Australia,” by National Health and Medical Research Council, 2018, p. 42 (<https://www.nhmrc.gov.au/research-policy/ethics/animal-ethics/3rs>). Copyright 2021 by the Australian Government (<http://creativecommons.org/licenses/by/4.0/>).

### **References**

The source of the table (in this case, a web document) also requires a corresponding reference list entry:

National Health and Medical Research Council. (2018). *Survey on the replacement, reduction and refinement of the use of animals for scientific purposes in Australia*. Australian Government. <https://www.nhmrc.gov.au/research-policy/ethics/animal-ethics/3rs>

*Example 3: Image in the public domain*

### **In-text**

- For images in the public domain, provide the following in the copyright statement:

From *Title of image*, by Author, Year (URL). In the public domain.

### Figure 7

2017 Poverty rate in the USA

[insert image here]

Note. From *2017 Poverty rate in the United States*, by U.S. Census Bureau, 2017 (<https://www.census.gov/library/visualizations/2018/comm/acs-poverty-map.html>). In the public domain.

### References

The source of the image (in this case, a webpage) would also require a corresponding reference list entry:

U.S. Census Bureau. (2017, September 13). *2017 Poverty rate in the United States*.

<https://www.census.gov/library/visualizations/2018/comm/acs-poverty-map.html>

### Further advice on copyright

Some content will require copyright information when being reproduced or adapted in student work, while others may be “copyright-free”. Even when images are “in the public domain” or “creative commons”, it is still useful to include this information (see examples above).

If you plan to **publish** your work (not just submit it for assessment), you may need to seek copyright permission from the copyright owner. For further information about copyright and student assessments, see the [Copyright modules for students 3: Copyright for your studies](#).

See also these Deakin Library guides:

- using [Creative Commons](#)
- finding [copyright-free images](#)
- [finding image resources in the Library](#).

### Images

Note: the following advice is for **citing** images only. For advice on how to **include and cite** images in your work, see **Other > Figures and Tables**.



### **Image from a website**

**Photographer (or organisation). (year). Title of image [image medium]. Website. URL**

House, C. (2022). *Mckenzie Trahan, 23, holds her newborn daughter Ann in Adventist White Memorial Hospital in Boyle Heights* [photograph]. The Pulitzer Prizes. <https://www.pulitzer.org/winners/christina-house-los-angeles-times>

- If the photographer not listed, provide the website/organization as the author.
- If there is no image title, add a description or beginning of image caption in square brackets.
- If image is from a database, provide the date you accessed.

**Website/organisation. (year). [description of image or caption] [image medium]. Website. Retrieved Month Day, Year, from URL**

Plants of the World Online. (2023). ["Flower of *Hakea laurina*"] [Photo]. POWO, Royal Botanic Gardens, Kew. Retrieved June 4, 2023, from <https://powo.science.kew.org/taxon/urn:lsid:ipni.org:names:704233-1>

### **Image from a database**

- Provide the date you accessed the image from the database.
- Provide the URL of the image itself or the homepage URL of the database. Do not provide a library search URL.

**Photographer. (year). Title [medium]. Database name. Retrieved Month Day, Year, from URL**

MacDonald, M. (n.d.). *Acacia synchronica seed pod* [photo]. CSIRO Science Image. Retrieved May 30, 2023, from <https://www.scienceimage.csiro.au/tag/trees/i/1520/acacia-synchronica-seed-pod/>

**Photographer. (year). Title [medium]. Collection. Database name. Retrieved Month Day, Year, from URL**

Adamson, J. (c.1894). *Amelia* [photo]. Adamson and Robertson Collection. JSTOR. Retrieved June 3, 2023, from <https://www.jstor.org/stable/community.31793632>

See also:

- **Other > Artwork**
- **Other > Figures and Tables**
- **Web and Video > Social Media**

## Media release

- The author is the organisation or media group that published the press release.
- Include the description “[Press release]” in square brackets after the title.
- Omit publisher name if same as the author.

**Author, Initials. (year, month day). Title [Press release]. URL**

U.S. Food and Drug Administration. (2019, November 15). *FDA approves first contact lens indicated to slow the progression of near-sightedness in children* [Press release]. <https://www.fda.gov/news-events/press-announcements/fda-approves-first-contact-lens-indicated-slow-progression-nearsightedness-children>

## News article

### In-text citation

Nader (2009) highlights the increasing incidence of ...

### References

- Provide the full date (year, month day)
- Include page numbers from print newspaper
- Italicise the title of the newspaper
- If accessed via a Library database, do not include database name nor URL. Provide only the URL of the news site.

**Author, Initial. (year, month day). Title of article. Title of Newspaper. URL**

Carey, B. (2019, March 22). Can we get better at forgetting? *The New York Times*.  
<https://www.nytimes.com/2019/03/22/health/memory-forgetting-psychology.html>

Stobbe, M. (2020, January 8). Cancer death rate in U.S. sees largest one-year drop ever. *Chicago Tribune*.

### News website without daily or weekly edition

- Cite the source as a webpage

**Author, Initial. (year, month day). Title of article. Title of Website. URL**

Woodyatt, A. (2019, September 10). *Daytime naps once or twice a week may be linked to a healthy heart, researchers say*. CNN. <https://www.cnn.com/2019/09/10/health/nap-heart-health-wellness-intl-scli/index.html>

## Open Education Resource

Open Education Resources (OERs) are educational materials available for free use and adaptation under an open sharing licence (eg. Creative Commons) or are free from copyright restrictions (i.e. the public domain).

OERs can be textbooks, teaching and learning materials, images, videos, games, lesson plans, worksheets and assessments.

- Cite OERs in the same way as webpages.
- A date of retrieval can be included for sources that may be updated regularly.

**Author, Initials. (Full date available). Title of webpage. Website. Retrieved Month Day, Year. URL**

Seiferle-Valencia, M., & Darragh, J. (2021, October 16). *Relationships: Parents and children debate activity*. OER Commons. Retrieved August 15, 2022.

<https://www.oercommons.org/courseware/lesson/87092>

Remember: citing a source and providing an attribution for a source that you have reproduced in your own work are two different things.

[Find out more about OERs](#), including how to attribute when reproducing an OER in your work.

## Personal communications

### In-text citation

Personal communications refer to material that cannot be retrieved by the readers, and can include letters, emails, personal interviews, telephone conversations, private Facebook messages or online chats not available to the public.

- **It is important to get the permission** of the person referred to in your assignment.
- It might be appropriate to indicate the role of the person.
- Use the initials and surname of the speaker, and provide an exact date of the communication.

J. Robinson (personal communication, May 11, 2022) indicated...

OR

... (L. Frazer, Manager, Heathville Community Centre, interview, June 4, 2021).

### References

Personal communications are not included in the reference list.

## Report

### In-text citation

Sydney Water (2013) states...

## References

Format corporate, government, research or technical reports as you would books or web documents, with the addition of a report number (if available).

- A description of the report may also be given if the report's title does not adequately describe the document.
- If provided, include a report number as well as the publisher.
- If the author and the publisher are the same, omit the publisher

**Author, Initials. (year). Title of work (Report No. xxx). Publisher. URL**

### **Individual authors within organisations or government**

- Include the organisation responsible for the report as the publisher.

Baral, P., Larsen, M., & Archer, M. (2019). *Does money grow on trees? Restoration financing in Southeast Asia*. Atlantic Council. <https://www.atlanticcouncil.org/in-depth-research-reports/report/does-money-grow-on-trees-restoring-financing-in-southeast-asia/>

Stuster, J., Adolf, J., Byrne, V., & Greene, M. (2018). *Human exploration of Mars: Preliminary lists of crew tasks* (Report No. NASA/CR-2018-220043). National Aeronautics and Space Administration. <https://ntrs.nasa.gov/archive/nasa/casi.ntrs.nasa.gov/20190001401.pdf>

### **Report by organisations/government**

- The organisation or working group responsible for the report appears as the author. The names of parent agencies appear in the source element as the publisher.
- See also: **Government and Legal > Government Publications**

National Cancer Institute. (2019). *Taking time: Support for people with cancer* (NIH Publication No. 18-2059). U.S. Department of Health and Human Services, National Institutes of Health. <https://www.cancer.gov/publications/patient-education/takingtime.pdf>

### **Company annual report**

Sydney Water. (2013). *Sydney Water annual report 2013* (Report No. SW 103 10/13). [http://www.sydneywater.com.au/web/groups/publicwebcontent/documents/document/zgrf/ndu1/~edisp/dd\\_055996.pdf](http://www.sydneywater.com.au/web/groups/publicwebcontent/documents/document/zgrf/ndu1/~edisp/dd_055996.pdf)

## Research participants

- When quoting research participants, follow the guidelines for quoting in this guide.
- As this content forms part of your own research, do not include an entry in the References. State within the text that the quotations have come from research participants.
- See **APA Explained > In-text citations** and **Other > Personal Communications**

## Standards

If a standard number is not available, provide alternative identifying information including editions or volume numbers.

### In-text citation

Standards Australia (2008, p. iv) recommends "the adoption of a quality management system should be a strategic decision by the organization."

The holding temperature of milk must not exceed 4 degrees C after the cooling process, according to the current Australian Standard for Farm milk cooling and storing systems (Standards Australia, 1996, p. 6).

**Standards Body. (Year). Title of standard (Standard number). URL**

Standards Australia. (1996). *Farm milk cooling and storage systems* (AS 1187-1996).

<http://www.saiglobal.com/online/autologin.asp>

Australian College of Perioperative Nurses Ltd (ACORN). (2018). *Standards for Perioperative*

*Nursing in Australia* (15). [http:// https://www.acorn.org.au/standards](https://www.acorn.org.au/standards)

## Thesis

- If the thesis is unpublished, provide the description "[Unpublished doctoral dissertation]" or "[Unpublished master's thesis]" in square brackets, followed by the name of the institution.
- If the thesis is published, include the name of the awarding institution within the square brackets.
- You may include the name of a database/archive if this is the only place it is available, or else the URL.

### In-text citation

Harris (2014) demonstrates ...

## References

### *Unpublished*

Harris, L. (2014). *Instructional leadership perceptions and practices of elementary school leaders* [Unpublished doctoral dissertation]. University of Virginia.

### *Published*

Kabir, J. M. (2016). *Factors influencing customer satisfaction at a fast food hamburger chain: The relationship between customer satisfaction and customer loyalty* (Publication No. 10169573) [Doctoral dissertation, Wilmington University]. ProQuest Dissertations & Theses Global.

## Transcript

### In-text citation

... (Seega & Swan, 2014).

### References

Use this format for transcripts of audio or video files (podcasts, interviews, speeches). Note that files that are not retrievable by the general public (e.g. interviews and speeches that have not been published or are published on private or closed-group channels) should be cited as **Personal communication**.

- You may begin the citation with the details of a producer, interviewee or speech giver.
- Provide the medium, e.g. [Interview transcript], [Audio Podcast transcript], [Speech transcript] etc.

Seega B. (Producer). (2014, May 5). Cognitive behaviour therapy for psychosis [Audio podcast transcript]. In *The Health Report*. ABC Radio National.

<http://www.abc.net.au/radionational/programs/healthreport/cognitive-behaviour-therapy-for-psychosis/5430430>

Cornish, A. (Host). (2017, May 17). This simple puzzle test sealed the fate of immigrants at Ellis Island [Audio podcast transcript]. In *All things considered*. NPR.

<http://www.npr.org/templates/transcript/transcript.php?storyId=528813842>

Another option for interviews is to begin the citation with the interviewee's name and provide the interviewer's name after the title.

**Interviewee, Initials. (year, month day). Title of work (Initials. Interviewer, interviewer) [Interview transcript]. In Website/Podcast. URL**

McWilliams, N. (2013, November 7). A psychodynamic understanding of personality structure (D. Van Nuys, interviewer) [Interview transcript]. In *Shrink Rap Radio*.  
<http://www.shrinkrapradio.com/376.pdf>

## Translated work

### In-text citation

- Include both the date of the original work and the date of translation
- Separate the years with a slash, including the earlier year first

Piaget (1970/1972) observed that intellectual evolution of ...

### References

- Follow the formatting for the source type. In addition, include the translator details and the year the translated work was published.
- Include the date of the original work in parentheses at the end of the reference list entry.

Piaget, J. (1972). Intellectual evolution from adolescence to adulthood (J. Bliss & H. Furth, trans.).  
*Human development*, 15(1), 1–12. <https://doi.org/10.1159/000271225> (original work published 1970).