



Examples of References by type	
In a reference list	In-text citation
<b>Book General reference form:</b> Author, A. A., Author, B. B., & Author, C. C. (Year). <i>Title of book</i> . Location: Publisher. <b>N.B. The first letter of the first word of the main title, subtitle and all proper nouns have capital letters.</b>	
<b>Book with one author</b>	
Light, I. (2006). <i>Deflecting immigration: Networks, markets, and regulation in Los Angeles</i> . New York, NY: Russell Sage Foundation.	(Light, 2006) or Light (2006) compares...
<b>Book with two authors</b>	
Kotabe, M., & Helsen, K. (2001). <i>Global marketing management</i> (2nd ed.). Hoboken, NJ: John Wiley & Sons. <b>N.B. Before “&amp;” between authors, do not forget to put a comma.</b>	(Kotabe & Helsen, 2001) or Kotabe and Helsen (2001)
<b>Book with three to five authors</b>	
Holmberg, D., Orbuch, T., & Veroff, J. (2004). <i>Thrice-told tales: Married couples tell their stories</i> . Mahwah, NJ: Erlbaum. <b>N.B. Use &amp; between authors’ names, except when paraphrasing in text. When a work has three, four or five authors, cite all authors the first time, and in subsequent citations include only the first author followed by et al.</b>	(Holmberg, Orbuch, & Veroff, 2004). <b>then</b> (Holmberg et al., 2004).
<b>Book with six or more authors</b>	
Wingkvist, A. C., et al. (2009). <i>Understanding scalability and sustainability in mobile learning: A systems development framework</i> . Goltborg, Sweden: Växjö University Press.	(Wingkvist, et al., 2009) <b>Or</b> Wingkvist et al. (2009)
<b>Book or report by a corporate author</b> e.g. organisation, association, government department	
International Labour Organization. (2007). <i>Equality at work: Tackling the challenges (International Labour Conference report)</i> . Geneva, Switzerland: Author. <b>N.B. When the author and the publisher are the same, use Author in the publisher field. In text, some group authors may be abbreviated in subsequent citations if they are readily recognisable</b>	(International Labour Organization, 2007) <b>or</b> (International Labour Organization [ILO], 2007), <b>then</b> (ILO, 2007)
<b>Book chapter in edited book</b>	
<b>General reference form:</b> Author, A. A. (Year). Title of chapter. In A. Editor, B. Editor, & C. Editor (Eds.), <i>Title of book</i> (pp. xx-xx). Location: Publisher.	
Kestly, T. (2010). Group sandplay in elementary schools. In A. A. Drewes & C. E. Shaefer (Eds.), <i>School-based play therapy</i> (2nd ed., pp. 257-282). Hoboken, NJ: John Wileys & Sons.	(Kestly, 2010) <b>or</b> Kestly (2010) defends...

**Periodicals, Journal, newsletters, magazines**

**General reference form:**

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical*, xx(xx), pp-pp.

doi:xx.xxxxxxxx

**N.B. Give the periodical title in full, in uppercase and lowercase letters. Italicize the name of the periodical.**

**Journal article**

Eid, M. I. (2011). Determinants of e-commerce customer satisfaction, trust, and loyalty in Saudi Arabia. *Journal of Electronic Commerce Research*, 12(1), 78-93.

**Journal article with DOI:**

Apulu, I., Latham, A., & Moreton, R. (2011). Factors affecting the effective utilization and adoption of sophisticated ICT solutions: Case studies of SMEs in Lagos, Nigeria. *Journal of Systems and Information Technology*, 13(2), 125-143. doi: 10.1108/13287261111135972

**Magazine/Newspaper article**

Goodwin, D. K. (2002, February 4). How i caused that story. *Time*, 159(5), 69.

**N.B. Full date is used if published weekly; month and year if monthly.**

**Online Magazine/Newspaper article**

Clay, R. (2008, June). Science vs. ideology: Psychologists fight back about the misuse of research. *Monitor on Psychology*, 39(6). Retrieved from <http://www.apa.org/monitor/>

**Magazine/Newspaper article with no author**

Conflict and cognitive control. (2003, February 13). *Science*, 303, 969-970.

**N.B. Article title comes first. In the text, abbreviate title and use double quotation marks. Include p. or pp. before the page number for newspapers, not magazines.**

**In-text citation**

“Conflict and cognitive control” (2003) Or (“Conflict and cognitive control,” 2003)

**Personal Communication** (letters, telephone conversations, emails, interviews, private social networking)

T. K. Lutes (personal communication, April 15, 2012) or

(V. G. Nguyen, personal communication, September 28, 2009)

**N.B. No reference list entry as the information is not recoverable**

<p><b>Doctoral Dissertations and Master's Theses</b></p> <p><b>Thesis – Institutional or personal webpage - outside the US</b>  Carlbom, P. (2000). <i>Carbody and passengers in rail vehicle dynamics</i> (Doctoral thesis, Royal Institute of Technology, Stockholm, Sweden).</p> <p><b>Thesis, from a commercial database</b>  McNiel, D. S. (2006). <i>Meaning through narrative: A personal narrative discussing growing up with an alcoholic mother</i> (Master's thesis). Available from ProQuest Dissertations and Theses database. (UMI No. 1434728)</p> <p><b>Dissertation, from the web</b>  Bruckman, A. (1997). <i>MOOSE crossing: Construction, community, and learning in a networked virtual world for kids</i> (Doctoral dissertation, Massachusetts Institute of Technology). Retrieved from <a href="https://www.cc.gatech.edu/~asb/thesis/0.pdf">https://www.cc.gatech.edu/~asb/thesis/0.pdf</a></p>
<p><b>Meetings and Symposia</b></p> <p><b>Symposium:</b>  Contributor, A. A., Contributor, B. B., &amp; Contributor, C. C. (Year, Month). Title of contribution. In D. D. Chairperson (Chair), <i>Title of symposium</i>. Symposium conducted at the meeting of Organization Name, Location.</p> <p><b>Paper presentation or poster session:</b>  Presenter, A. A. (Year, Month). <i>Title of paper or poster</i>. Paper or poster session presented at the meeting of Organization Name, Location.</p>
<p><b>Symposium contribution</b>  Muellbauer, J. (2007, September). Housing, credit, and consumer expenditure. In S. C. Ludvigson (Chair), <i>Housing and consumer behavior</i>. Symposium conducted at the meeting of the Federal Reserve Bank of Kansas City, Jackson Hole, WY.</p>
<p><b>Conference paper abstract retrieved online</b>  Bochner, S. (1996, November). <i>Mentoring in higher education: Issues to be addressed in developing a mentoring program</i>. Paper presented at the Australian Association for Research in Education Conference, Singapore. Retrieved from <a href="http://www.aare.edu.au/96pap/bochs96018.txt">http://www.aare.edu.au/96pap/bochs96018.txt</a></p>
<p><b>Proceedings published in book form</b>  Katz, I., Gabayan, K., &amp; Aghajan, H. (2007). A multi-touch surface using multiple cameras. In J. Blanc-Talon, W. Philips, D. Popescu, &amp; P. Scheunders (Eds.), <i>Lecture Notes in computer science: Vol. 4678 advanced concepts for intelligent vision systems</i> (pp. 97-108). Berlin, Germany: Springer-Verlag.</p>
<p><b>Webpage</b>  New Zealand Trade and Enterprise. (n.d.). <i>Agribusiness</i>. Retrieved from <a href="https://www.nzte.govt.nz/en/export/market-research/agribusiness/">https://www.nzte.govt.nz/en/export/market-research/agribusiness/</a></p> <p>N.B. (n.d.) = no date. The basic format is: (1) Author (could be organisation), (2) Date (either date of publication or latest update), (3) Title, (4) URL.</p>