



BRIEF GUIDE TO REFERENCING WITH APA SYSTEM

(Last Updated: 10 May 2019)

This is a guide to the American Psychological Association (APA) referencing system for XJTLU students. However, please always refer to your module handbook or any specifications for further guidance, as your lecturers/tutors may prefer a different style of referencing.

Introduction:

This guide gives advice on referencing using the American Psychological Association (APA) System. This is the preferred referencing system for social science at Xi'an Jiaotong-Liverpool University. There are numerous different types of referencing systems available. And most style guides fall into two commonly used systems: **1) author-date system** (Harvard, APA) and **2) numeric system** (Vancouver, MLA). To be noted, APA is an author-date style for citing and referencing information in assignments and publications. Bibliographic style is a personal choice, it is about whether titles are *italicised*, in **bold**, underlined, authors' full names or initials are included. Before writing list of references, check with your lecturer or tutor for the bibliographic style preferred. There may be differences in the style recommended by the Department. This guide is based on the American Psychological Association's Publication Manual, 6th edition.

Plagiarism:

When writing assignments, you must acknowledge the source of your ideas and quotes in sufficient detail so that readers can locate the item. Referencing is important to avoid plagiarism, to verify quotations and to enable readers to follow up what you have written and locate the cited work. Plagiarism is defined by Xi'an Jiaotong-Liverpool University Student Regulations as "Reproducing material from other works or a paraphrase of such material without acknowledgement". For more information on how to avoid plagiarism please refer to Department of Registry.

Collecting and organizing references:

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It is often not easy (or possible) to retrieve sources after you have written your text. For this reason, it is best to write down all the citation details of a source as you use it, and to compile a reference list at the end of the document that includes full details of all references cited. Bibliographic software, such as **EndNote**, **RefWorks**, or **Zotero**, will help you organize your references according to different citation systems and to add the citations to your text.

Two parts in APA System:

- **In-text citation** - Citing in the text of your work: this means acknowledging, within your text, the sources that you have used.
- Your **Bibliography** (containing bibliographic citations): these are the details of the sources you have used. You list them in alphabetical order at the end of your work. This is your reference list. You can see instructions for developing your bibliography later in this guideline.

In-text citations:

- In an author-date style, in-text citations usually require the name of the author(s) and the year of publication.
- A page number is included if you have a direct quote, paraphrase a passage or you want to direct the reader to a specific page. Page numbers may also be included if you are referring to a long work and the page numbers might be useful to the reader.

How to create a reference list/bibliography:

- A reference list contains only the books, articles, and web pages *etc.* that are cited in the text of the document. A bibliography includes all sources consulted for background or further reading.
- A reference list is arranged alphabetically by author. If an item has no author, it is cited by title, and included in the alphabetical list using the first significant word of the title.
- If you have more than one item with the same author, list the items chronologically, starting with the earliest publication.
- If you have more than one item with the same author (or with the same two or more authors in the same order) and the same publication date, use the suffixes *a*, *b*, *c* and so forth, after the year.
- If you have several works by different first authors with the same surname, arrange works by different authors with the same surname alphabetically by first initial.
- If you have works with group authors, such as associations or government agencies, list works by the first significant word of the name. Full official names should be used. A parent body precedes a subdivision.

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BOOKS (PRINTED AND ELECTRONIC)

Elements of citation:

Author(s), editor(s) or corporate author¹ of book – family name and initials (Year of publication). *Title and any subtitle of the book – italicised.* (Edition ed. – if it is not the first)

Place of publication: Publisher.

Reference Type	In-text Examples	Reference List Examples
Single author	<ul style="list-style-type: none"> ... conceals very large individual differences (Doob, 1971). <i>or</i> Doob (1971, p. 25) claims that ... <i>or</i> Doob (1971, pp. 25-40) argues that ... 	Doob, L. W. (1971). <i>The patterning of time</i> . New Haven: Yale University Press.
2 authors	<ul style="list-style-type: none"> ... above chance (for a detailed treatment theory, see Macmillan & Creelman, 2004). <i>or</i> Macmillan and Creelman (2004) found ... 	Macmillan, N. A., & Creelman, C. D. (2004). <i>Detection theory: a user's guide</i> . Mahwah: Erlbaum.
3 -5 authors	<ul style="list-style-type: none"> Henriques, Hollway, Urwin, Venn, and Walkerdine (1998) found ... <i>or</i> Henriques et al. (1998) found ... 	Henriques, J., Hollway, W., Urwin, C., Venn, C., & Walkerdine, V. (1998). <i>Changing the subject: psychology, social regulation and subjectivity</i> . New York: Taylor & Frances/Routledge.
6 or more authors	<ul style="list-style-type: none"> It was argued that ... (Black et al., 2001) <i>or</i> Black et al. (2001) suggests that ... 	Black, C. P., Arlo, S. T., Rechit, R., Machlen, J. P., Sempson, K., Bee, A. L., ... Clark, S. P. (2001). <i>APA format for psychology students</i> . Newark: Prentice-Hall. Give surnames and initials for up to and including seven authors. When authors number eight or more, include the first six authors' names, then insert three ellipses, and add the last author's name.

¹ Corporate author refers to agency, body, or organization that authorizes or commissions a publication, and under whose official name it is entered in the publisher's catalogue.

Reference Type	In-text Examples	Reference List Examples
No author ²	<ul style="list-style-type: none"> ... in the book <i>The ultimate APA format guidebook</i>, ... (2006) or There is an interesting example (Anonymous, 2004) ... 	<p><i>The ultimate APA format guidebook</i>. (2006). Hartford: Student Press.</p> <p>Anonymous. (2004). <i>Do: leadership the army way</i>. San Francisco: Jossey-Bass.</p>
Multiple works by the same author	<ul style="list-style-type: none"> ... geology of Queensland's national parks (Willmott, 2004, 2006). 	<p>Willmott, W. F. (2004) <i>Rocks and landscapes of the national parks of Southern Queensland</i>. Brisbane: Geological Society of Australia, Queensland Division.</p> <p>Willmott, W. F. (2006) <i>Rocks and landscapes of the national parks of Southern Queensland</i>. Brisbane: Geological Society of Australia, Queensland Division.</p>
Multiple works by the same author, published in the same year	<ul style="list-style-type: none"> ... geographically speaking (Dawkins, 1996a,1996b) ... 	<p>Dawkins, R. (1996a) <i>Climbing mount improbable</i>. London: Viking.</p> <p>Dawkins, R. (1996b) <i>River out of Eden</i>. London: Phoenix.</p>
Two or more works by different authors	<ul style="list-style-type: none"> ... rock formations (Dawkins, 1996; Willmott, 2004) ... 	<p>Dawkins, R. (1996) <i>Climbing mount improbable</i>. London: Viking.</p> <p>Willmott, W. F. (2004) <i>Rocks and landscapes of the national parks of Southern Queensland</i>. Brisbane: Geological Society of Australia, Queensland Division.</p>
Authors with the same surname	<ul style="list-style-type: none"> Among studies, we review J. T. Klein (1990) and J. Klein (1992). <p>If two works with more than three authors shorten to the same form, cite the surnames of the first authors and of as many of the subsequent authors as necessary to distinguish the two references, followed by a comma and et al.</p>	<p>Klein, J. T. (1990). <i>Interdisciplinary: history, theory, and practice</i>. Michigan: Wayne State University Press.</p> <p>Klein, J. (1992). <i>Greek mathematical thought and the origin of algebra</i>. New York: Dover Publications.</p>

² Please be noted that it is very rare for a publication which actually has no author. If possible, try to avoid citing works where the author is not obvious. However if you do need to cite a work which appears to have no author, use the abbreviation Anon for Anonymous. However, if it is a reference to newspapers where no author is given, or a web page that has no clear author, the citation should be treated differently. Please refer to the later section in this guide.

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Reference Type	In-text Examples	Reference List Examples
Groups as authors	<ul style="list-style-type: none"> ... in the case of an institution (Australian Government Publishing Service (AGPS), 1987) ... <i>or</i> ... as stated in AGPS (1987). 	Australian Government Publishing Service. (1987). <i>Commonwealth printing and publishing manual</i> (2nd ed.). Canberra: AGPS.
Later editions	<ul style="list-style-type: none"> ... the meaning of educational research (Pring, 2004), ... 	Pring, R. (2004) <i>Philosophy of educational research</i> . (2nd ed.) London: Continuum.
Edited book	<ul style="list-style-type: none"> (Everson, 1991) (Robinson, Shaver, & Wrightsman, 1991) 	<p>Everson, S. (Ed.). (1991). <i>Psychology</i>. Cambridge: Cambridge University Press.</p> <p>Robinson, J. P., Shaver, P. R., & Wrightsman, L. S. (Eds.). (1991). <i>Measures of personality and social psychological attitudes</i>. Measures of Social Psychological Attitudes Series: Vol. 1. California: Academic Press.</p>
Book Series	<ul style="list-style-type: none"> Jung (2012) argues that ... 	<p>Author (Year). Title of series. In Title of Series. Place of publication: Publisher.</p> <p>Jung, C. G. (2012) <i>Analytical psychology: notes of the seminar given in 1925</i>. In <i>Series in Jung Seminars</i>. New York: Princeton University Press.</p>
Electronic version of printed book	<ul style="list-style-type: none"> Stephen (2010) argues that ... (Shotton, 1989) 	<p>Stephen, S. (2010). <i>Visual research methods in the social sciences</i>. doi:10.4324/9780203883860</p> <p>Shotton, M. A. (1989). <i>Computer addiction? A study of computer dependency</i> [DX Reader version]. Retrieved from http://www.ebookstore.tandf.co.uk/html/index.asp</p>
Translation of a book	<ul style="list-style-type: none"> (Real Academia Espaliola, 2001) 	<p>Real Academia Espaliola. (2001). <i>Diccionario de la lengua espafloa</i> [Dictionary of the Spanish language] (22nd ed.). Madrid, Spain: Author.</p> <p>If a non-English reference work is used as the source, give the title in the original language and, in brackets, the English translation.</p>

CHAPTER IN A BOOK

Elements of citation:

Author(s) or corporate author of chapter – family name and initials (Year of publication). Title of chapter. In Editor(s) of book (Ed(s).), *Title of book – italicised* (Page numbers).
Edition, Place of publication: Publisher.

Reference Type	In-text Examples	Reference List Examples
Chapter in an edited book	<ul style="list-style-type: none"> ... (Eisler, 1996). 	Eisler, H. (1996). Time perception from a psychophysicist's perspective. In H. Helfrich (Ed.), <i>Time and mind</i> (pp. 65-86). Seattle: Hogrefe and Huber.
Chapter in an electronic book	<ul style="list-style-type: none"> Strong and Uhrbrock (1923) shows that ... 	Strong, E. K., & Uhrbrock, R. S. (1923). Bibliography on job analysis. In L. Outhwaite (Series Ed.), <i>Personnel research series: vol. 1. job analysis and the curriculum</i> (pp. 140-146). doi:10.1037/10762-000
Several volumes in a multivolume work	<ul style="list-style-type: none"> ... (Koch, 1959-1963) ... 	Koch, S. (Ed.). (1959-1963). <i>Psychology: a study of science</i> (Vols.1-6). New York: McGraw-Hill.
Entry in a reference/handbook	<ul style="list-style-type: none"> ... up to a number of seconds (Woodrow, 1951). 	Woodrow, H. (1951). Time perception. In S. S. Stevens (Ed.), <i>Handbook of experimental psychology</i> (pp. 1224-1236). New York: Wiley.

JOURNAL ARTICLES (PRINTED AND ELECTRONIC)

Elements of citation:

Author(s) of the article – family name and initials (Year of Publication). Title of the article. *Title of journal – italicised*, Volume(Issue number), Page number(s). doi: DOI³ number

³ The Digital Object Identifier (DOI) is a system for identifying content objects in the digital environment. DOIs are names assigned to any entity for use on digital networks. Information about a digital object may change over time, including where to find it, but its DOI will not change. You can usually find the DOI number when you view the article details – either on the summary page after you have done a search or contained in the full-text document of the article itself.

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or Retrieved from URL⁴

<i>Reference Type</i>	<i>In-text Examples</i>	<i>Reference List Examples</i>
<i>Journal articles with page numbers</i>	<ul style="list-style-type: none"> Wang (2011) expanded on the theory ... 	Wang, L. (2011). An information literacy integration model and its application in higher education. <i>Reference Services Review</i> , 39(4), 3-20.
<i>Online journal article with DOI number</i>	<ul style="list-style-type: none"> ... (Sanchez & King-Toler, 2007). 	Sanchez, D., & King-Toler, E. (2007). Addressing disparities consultation and outreach strategies for university settings. <i>Consulting Psychology Journal: Practice and Research</i> , 59(4), 286-295. doi:10.1037/1065-9293.59.4.286
<i>Journal article in press</i>	<ul style="list-style-type: none"> ... (Briscoe, in press). 	Briscoe, R. (in press). Egocentric spatial representation in action and perception. <i>Philosophy and Phenomenological Research</i> . Retrieved from http://cogprints.org/5780/1/ECSRAP.F07.pdf
<i>Abstract as original source</i>	<ul style="list-style-type: none"> ... (Clerehugh et al., 2004). 	Clerehugh, C., Starkov, A. A., Calingasan, N. Y., Lorenzo, B. J., Chen, J., & Beal, M. F. (2004). Promethazine protects against the neurodegeneration induced by MPTP and 3NP in rodents [Abstract]. <i>The Neuroscience Meeting Planner</i> . San Diego: Society for Neuroscience. Retrieved from http://www.sfn.org/Annual-Meeting
<i>Online-only supplemental material in a journal article</i>	<ul style="list-style-type: none"> ... (Tani, Ohtomo, Osaki, Kuga, & Ezawa, 2009). 	Tani, C., Ohtomo, R., Osaki, M., Kuga, Y., & Ezawa, T. (2009). ATP-dependent but proton gradient-independent polyphosphate-synthesizing activity in extraradical hyphae of an arbuscular mycorrhizal fungus (<i>Polyphosphate concentrations</i>) [Supplemental material]. <i>Applied and Environmental Microbiology</i> , 75(22), 7044-7050. doi: 10.1128/AEM.01519-09

⁴ URL is abbreviated for Uniform Resource Locator, which means the Internet address of online resource. You should be careful when copying and pasting URL from the browser as it could happen to be invalid when you re-open the URL. More details please refer to the APPENDIX.

CONFERENCE PAPERS AND PROCEEDINGS

Elements of citation:

Author(s) of paper – family name and initials (Year of Publication). Title of paper or poster. *Title of published proceedings – in italics*. Place of Publication: Publisher, Page number(s).

Reference Type	In-text Examples	Reference List Examples
<i>Published conference paper</i>	<ul style="list-style-type: none"> An article emphasized ... (Katz, Gabayan, and Aghajan, 2007) 	Katz, I., Gabayan, K., & Aghajan, H. (2007). A multi-touch surface using multiple cameras. In J. Blanc-Talon, W. Philips, D. Popescu, & 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. doi: 10.1007/978-3-540-74607-2_9
<i>Online published conference paper</i>	<ul style="list-style-type: none"> Herculano-Houzel et al. (2008) found ... 	Herculano-Houzel, S., Collins, C. E., Wong, P., Kaas, J. H., & Lent, R. (2008). The basic nonuniformity of the cerebral cortex. <i>Proceedings of the National Academy of Sciences, USA, 105</i> , 12593-12598. doi:10.1073/pnas.0805417105
<i>Unpublished conference paper</i>	<ul style="list-style-type: none"> ... estimating partner change (Muellbauer, 2007), ... 	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.
<i>Paper presentation or poster session in conference</i>	<ul style="list-style-type: none"> ... (Wang, 2013 May) ... 	Wang, J. (2013, May). <i>Optical properties of grapheme/GaN hybrid structure</i> . Poster session presented at the Spring Meeting of European Material Research Society, France.

NEWSPAPER AND MAGAZINE ARTICLES

Elements of citation: *Newspaper articles*

Author(s) – family name and initials (Year and Date of Publication). Title of the article. *Title of newspaper or magazine – italicised*, pp. Page number(s). Retrieved from URL

Reference Type	In-text Examples	Reference List Examples
Newspaper article in print	<ul style="list-style-type: none"> Chai (2011) ... 	Chai, J. (2012, October 15). What happiness is? <i>China Daily</i> , pp. B1, B3, B5-B7.
Online newspaper article	<ul style="list-style-type: none"> ... (McElvoy, 2014) ... 	McElvoy, A. (2014, January 19). China has half an answer to our maths problem. <i>The Times</i> . Retrieved from http://www.thetimes.co.uk
Newsletter article with no author	<ul style="list-style-type: none"> ... (“Utah mom buys”, 2014). 	Utah mom buys all of store’s ‘indecent’ t-shirts. (2014, January 19). <i>USA Today</i> . Retrieved from http://www.usatoday.com/story/news/nation/2014/01/18/indecent-t-shirts-utah/5592377/

Elements of citation: *Magazine articles*

Author(s) – family name and initials (Year and Date of Publication). Title of the article. *Title of magazine – italicised*, Volume(Issue number), Page number(s). Retrieved from URL

Reference Type	In-text Examples	Reference List Examples
Magazine article	<ul style="list-style-type: none"> ... (Price, 2013). 	Price, M. (2013, December). China and Japan: seven decades of bitterness. <i>Monitor on Psychology</i> , 30(5), 20-25.

Reference Type	In-text Examples	Reference List Examples
Online magazine article	<ul style="list-style-type: none"> ... ("A point of view", 2014) ... 	<p>Author (Year, Date). Title. <i>Title of magazine – italicised</i>. Retrieved from URL</p> <p>A point of view: why every household should have its own currency. (2014, January). <i>BBCNewsMagazine</i>. Retrieved from http://www.bbc.co.uk/news/magazine</p>

DISSERTATIONS AND THESES

Elements of citation:

Author of thesis – family name and initials (Year of preparation of thesis). *Title of doctoral dissertation or master's thesis – italicised* (Doctoral dissertation or Master's thesis, Institution issuing degree, Location of institution). Retrieved from URL or Available from Databases.

Reference Type	In-text Examples	Reference List Examples
Thesis from a university	<ul style="list-style-type: none"> ... (Suen, 2008) ... 	<p>Suen, Y. W. (2008). <i>Backward inhibition in pathological gamblers</i> (Doctoral dissertation, The University of Hong Kong, Pokfulam, Hong Kong). Retrieved from http://hub.hku.hk/handle/10722/55143</p>
Unpublished dissertation or thesis	<ul style="list-style-type: none"> ... (Wang, 2013). 	<p>Author (Year). <i>Title of thesis</i> (Unpublished doctoral dissertation or master's thesis). Name of Institution, Location.</p> <p>Wang, J. (2013). <i>Optical properties of graphene/GaN hybrid structure</i> (Unpublished master's thesis). The University of Hong Kong, Pokfulam, Hong Kong.</p>
Thesis from a commercial database	<ul style="list-style-type: none"> Scott (2013) ... 	<p>Scott, M. R. (2013). <i>Psychosocial variables as predictors of gaming behaviors and gaming addiction in the massively multiplayer online game World of Warcraft</i>. (Master's thesis). Available from ProQuest Dissertations and Theses Database.</p>

REPORTS

Elements of citation:

Author(s) of report – individual or organization. (Year of Publication). *Title of report – italicised* (Report Number (if applicable)). Place of publication: Publisher or Institution. Retrieved from Agency name: URL – if it is electronic resource.

Reference Type	In-text Examples	Reference List Examples
Report with corporate author	<ul style="list-style-type: none"> ... for females (U.S. Department of Health and Human Services, 2007). 	U.S. Department of Health and Human Services. (2007). <i>Health, United States, 2007</i> . Hyattsville: National Center for Health Statistics.
Authored report	<ul style="list-style-type: none"> ... (Spiro, 1988) ... 	Spiro, R. J. (1988). <i>Cognitive flexibility theory: advanced knowledge acquisition in ill-structured domains</i> (Technical Report No. 441). Retrieved from Institute of Education Sciences: http://files.eric.ed.gov/fulltext/ED302821.pdf
Issue brief	<ul style="list-style-type: none"> ... (Beede et al., 2011) ... 	Beede, D., Julian, T., Langdon, D., McKittrick, G., Khan, B., & Doms, M. (2011). <i>Women in STEM: a gender gap to innovation</i> (ESA Issue Brief No. 04-11). Washington, DC: US Department of Commerce.

WEB PAGES

Elements of citation:

Author(s) of page – individual or organization. (Year, Date of published). *Title of page – italicised*. Retrieved from URL

Reference Type	In-text Examples	Reference List Examples
Web page with author	<ul style="list-style-type: none"> ... this agreement (Otto, 2012). 	Otto, J. (2012, August 24). <i>Assessing and improving data literacy: a study with urban and regional planning students</i> . Retrieved from http://unllib.unl.edu/LPP/PNLA%20Quarterly/otto76-4.htm
Web page with no author	<ul style="list-style-type: none"> ... ("What is the Harvard method?", 2010) ... 	What is the Harvard method? (2010, August 24). Retrieved from: http://www2.lse.ac.uk/library/services/training/endnote/whatisharvard.aspx
Web page with no date of publication	<ul style="list-style-type: none"> ... ("Beacons of the Information Society," n.d.) ... 	Beacons of the information society: the Alexandria Proclamation on information literacy and lifelong learning. (n.d.) Retrieved from: http://www.ifla.org/publications/beacons-of-the-information-society-the-alexandria-proclamation-on-information-literacy-

OTHER ELECTRONIC MEDIA

Elements of citation:

Author(s) of item – individual or organization. (Professional name). (Year of publication). *Title of item* – in italics [type of media]. Retrieved from URL – if it is electronic resource.

Reference Type	In-text Examples	Reference List Examples
Lecture notes	<ul style="list-style-type: none"> (OWL at Purdue University, 2004) 	Berliner, A. (1959). <i>Notes for a lecture on reminiscences of Wundt and Leipzig</i> [Lecture note]. Anna Berliner Memoirs (Box M50). Archives of the History of American Psychology, University of Akron, Akron, OH.
Digital photograph	<ul style="list-style-type: none"> ... (Tunbridge, 2003) ... 	Tunbridge, D. I. (2003). <i>Volunteer crew of MLO 10 of the ACT bushfire service patrolling the Mount Franklin Road containment line, Brindabella ranges, on the night of 11/12 January 2003</i> [Digital photograph]. Retrieved from http://www.nla.gov.au/apps/cdview/?pi=nla.pic-an24954618

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Reference Type	In-text Examples	Reference List Examples
Motion picture	<ul style="list-style-type: none"> ... (Gilbert & Higgins, 1980) ... 	<p>Gilbert, B. (Producer), & Higgins, C. (Screenwriter/ Director). (1980). <i>Nine to five</i> [Motion picture]. United States: Twentieth Century Fox.</p>
Video podcasts	<ul style="list-style-type: none"> ... (National Geographic Society, 2014). ... (Schneller, Willis & Harris, 2008). 	<p>National Geographic Society (Producer). (2014, February 13). <i>Do you know where your roses come from?</i> [Video podcast]. Retrieved from http://video.nationalgeographic.com/video/news/culture-places-news/140214-ecuador-flowers-vin/.</p> <p>Schneller, P., Willis, P. (Producer), & Harris, H. (Director). (2008, February 21). <i>Human origins</i> [Video podcast]. Retrieved from http://www.abc.net.au/catalyst/stories/2008/02/21/2169093.htm</p>
Audio podcasts	<ul style="list-style-type: none"> ... (Nature News, 2014) ... 	<p>Nature News. (2014, February 10). <i>NewsChat</i> [Audio podcast]. Retrieved from http://www.nature.com/nature/podcast/</p>
Blog posts	<ul style="list-style-type: none"> ... (Dom, 2011) ... 	<p>Dom. (2011, July 17). Start to finish: Bonjah's 'go go chaos' [Blog post]. Retrieved from http://www.abc.net.au/triplej/homeandhosed/blog/s3259100.htm</p>
Video blog posts	<ul style="list-style-type: none"> ... (ESL4free, 2013) ... 	<p>ESL4free. (2013, March 2). IELTS reading series two: 30 - texting [Video file]. Retrieved from http://www.youtube.com/watch?v=sYSB7oHXQFs&list=PLBJGK-RVV5vsRyxIP6Kxt527x4IHpYqGX</p>
Recording Interview	<ul style="list-style-type: none"> ... (Smith, 1989) ... 	<p>Smith, M. B. (1989, August 12). Interview by C. A. Kiesler [Tape recording]. President's Oral History Project, American Psychological Association. APA Archives. Washington, DC.</p>

Reference Type	In-text Examples	Reference List Examples
Interviews	<ul style="list-style-type: none"> ... (Sparkman, 1973) ... 	<p>Sparkman. C. F. (1973). <i>An oral history with Dr. Colley F. Sparkman/Interviewer: Orley B. Caudill</i>. [Interview transcript] Mississippi Oral History Program (Vol. 289), University of Southern Mississippi, Hattiesburg.</p> <p>Interviews that are not retrievable should be cited in text as a personal communication (including month, day, year) and not included in the reference list (see section on unpublished works).</p>

AUDIOVISUAL AND OTHER MEDIA

Elements of citation:

Issuing body. (Year of Publication). *Title of item – in italics* [Type of media], Place of Publication: Publisher. Retrieved from URL.

Reference Type	In-text Examples	Reference List Examples
Map	<ul style="list-style-type: none"> ... reading this map (Department of Mines and Energy, Queensland, 1996) ... 	<p>Department of Mines and Energy, Queensland. (1996). <i>Dotswood</i> [Map], Australia 1:100 000 geological series, sheet 8158, Queensland, Brisbane: Department of Mines and Energy.</p>
Maps online	<ul style="list-style-type: none"> ... (“China”, 2009) ... 	<p><i>China</i> [Topographic map]. (2009). Retrieved from http://www.worldatlas.com/webimage/countrys/asia/cn.htm.</p>
DVDs	<ul style="list-style-type: none"> ... (Jobes, 2007) ... 	<p>Jobes, D. J. (2007). <i>Adolescent boys who are suicidal</i> [DVD]. Retrieved from http://www.apa.org/pubs/videos/4310807.aspx.</p>
Music recording	<ul style="list-style-type: none"> ... “You raise me up” (Westlife, 2005, track 1). 	<p>Westlife. (2005). <i>You raise me up. On face to face</i> [CD]. London: Universal Music Publishing Ltd.</p>

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Reference Type	In-text Examples	Reference List Examples
Television programs	<ul style="list-style-type: none"> ... (Yang, 2004) ... 	Yang, F. T. (Executive producer). (2004, June 20). <i>China news</i> [Television program]. Beijing: CCTV Ltd.
Television series	<ul style="list-style-type: none"> ... (Gunton, 2009) ... 	Gunton, M. (Executive producer). (2009). <i>Life</i> [Television series]. United Kingdom: BBC Natural History Unit.
Television series episode	<ul style="list-style-type: none"> ... (Fairfax, Mulholland, & Rich, 2005) ... 	Fairfax, F. (Writer), Mulholland, T., & Rich, J. (Directors). (2005). The curse of Tutankhamun [Television series episode]. In P. Dolling [Executive producer], <i>Egypt: red is covering a lost world</i> . United Kingdom: British Broadcasting Corporation.

UNPUBLISHED WORKS

Elements of citation:

Author(s). (Year). *Title of work – italicised*. Unpublished manuscript [or “Manuscript submitted for publication”, or “Manuscript in preparation”].

Reference Type	In-text Examples	Reference List Examples
Personal communications	<ul style="list-style-type: none"> Bi, X. (personal communication, October 18, 2013) (Yang, L. P., personal communication, October 20, 2013) 	<p>Personal communication may be unpublished lecture notes, letters, memos, personal interviews, telephone conversations, email or messages from non-archived discussion groups or bulletin boards, photographs, images, tables or data.</p> <p>Cite personal correspondence in text only. Do not include in the Reference List.</p>
Manuscripts	<ul style="list-style-type: none"> ... (Wang, 2014) ... 	Wang, J. (2014). <i>Optical properties of graphene/GaN hybrid structure</i> . Unpublished manuscript. Department of Physics, the University of Hong Kong, Pokfulam, Hong Kong.

Reference Type	In-text Examples	Reference List Examples
Manuscripts submitted for publication	<ul style="list-style-type: none"> ... (Deng & Xu, 2014) ... 	Deng, Z., & Xu, S. J. (2014). <i>Efficiency of multi-junction solar cells</i> . Manuscript submitted for publication.

PATENTS

Elements of citation:

Inventor(s). (Year). Patent number – italicised. Issue place: Issue institution.

Reference Type	In-text Examples	Reference List Examples
Patents	<ul style="list-style-type: none"> U. S. Patent No. 123,445 (1988) <p>In text, give the patent number and issue date (not application date) of the patent.</p>	Smith, I. M. (1988). <i>U. S. Patent No. 123,445</i> . Washington, DC: U. S. Patent and Trademark Office.

SECONDARY REFERENCE

When you want to quote a piece of work that has been referred to in something you have read – this is called ‘secondary referencing’ as you have not read or accessed the original author’s work. Strictly speaking, you should try and read the original work, but this may be not possible. If you still want to refer to the work, you must make it clear in your text that you have not read the original but are referring to it from a secondary resource.

For your bibliography, you would include only the source you have read.

Reference Type	In-text Examples	Reference List Examples
Secondary reference	<ul style="list-style-type: none"> Wembley (1997, as cited in Olsen, 1999, p.156) argues that impending fuel shortages ... <i>or</i> ... (Wembley, 1997, as cited in Olsen, 1999, p.156). 	Olsen, M. (1999) <i>My career</i> . Paris: Gallimard.

DIRECT QUOTATIONS

A direct quotation is quoted directly word by word from another author's work, or from your own previously-published work. If the quotation is fewer than 40 words, incorporate it into your paragraph and enclose the quotation in double quotation marks.

If the quotation has 40 or more words, display it in an indented, freestanding block of text, without quotation marks. At the end of a block quotation, cite the quoted source and the page number in parentheses, after the final punctuation mark.

If you have directly quoted words from a source (in inverted commas, or in an indented paragraph), provide the author, year, and specific page number for that quotation. (For material without page numbers, give the paragraph number.) Include a complete reference in the reference list.

SELF-REFERENCING

You should typically avoid citing your own writing from assignments etc. derived from your programme of study. Citation should be derived from authoritative literature or sources.

If you are simply citing your own professional or academic writing drawn from publications outside your programme of study, such as a contribution to a journal, book chapter or online contribution (such as a blog post), then you should reference these sources using the normal method mentioned in the earlier sections of this guide.

FURTHER HELP AND CONTACTS

If you have any difficulties using any of the reference schemes mentioned above, or any other referencing format which you have been asked to use by your instructors, please contact your librarian (<https://libguides.lib.xjtlu.edu.cn/c.php?g=655374>). Remember, it is always helpful to consult the person for whom you are writing, whether it is a tutor or an editor, as to which style of referencing they want you to use.

ACKNOWLEDGEMENT

This guide is inspired by the following pieces of work and excellent sites:

American Psychology Association. (2010). *Publication manual of the American Psychology Association* (6th ed.). Washington DC: American Psychology Association.

The University of Queensland. (2009). *References/ Bibliography APA*. Retrieved February 20, 2014 from <https://www.library.uq.edu.au/>

University of Southern Queensland. (n. d.) *APA referencing guide*. Retrieved February 20, 2014 from <http://www.usq.edu.au/library/referencing/apa-referencing-guide>

Cornell University Library. (2011). *APA citation style*. Retrieved February 20, 2014 from <http://www.library.cornell.edu/resrch/citmanage/apa>

Dalhousie University Libraries. (2009) *APA Style (6th) quick guide*. Retrieved February 20, 2014 from http://www.library.dal.ca/Files/How_do_I/pdf/apa_style6.pdf

Advice on creating links to e-resources in the bibliography

The following notes provide some general tips on obtaining a direct link to e-resources.

The most important thing is to make the bibliography functional. If the resource is part of an online collection subscribed by Xi'an Jiaotong-Liverpool University, it can be directly accessed on campus or accessed via VPN when off-campus. The link you create should be stable and accessible to the audience if they access the item on any University campus which has a subscription for the item. They may also be able to access the resource off-campus.

You should take care when simply copying and pasting the URL from the address bar of your Web browser. If the website you are using is available via public WWW pages then you can probably use the URL of the resource you are viewing. If the site is a subscribed collection then you will probably not be able to copy and paste the URL, since the URL may contain 'session' information and may be invalid when used later. Many systems such as Discover provide tools to create a stable link to individual e-resources.

If you conduct a search in Discover and choose one of the references to view the Detailed Record, the page will be shown as the first screenshot here. The URL in Web browser is invalid for you to cite. Discover enable you to get the stable link via 'permalink' function in the Tools panel. After you click 'permalink', you will be directed to a new page with a stable link which is derived from the website of the e-journal collection (see the second screenshot).

The screenshot shows a web browser window with the URL http://lib.xjtlu.edu.cn/lib/discover_search.aspx in the address bar. The page displays search results for "One hand or the other?". The detailed record for the article "One hand or the other? Effector selection biases in right and left handers" is shown. The authors are Main, Julie C. and Carey, David P. The affiliation is the School of Psychology, University of Aberdeen. The source is *Neuropsychologia*, November 2014, 64:300-309. The publisher is Elsevier Ltd. The abstract discusses the debate on handedness literature. In the Tools panel on the right, the "Permalink" button is highlighted with a red box.

The screenshot shows a web browser window with the URL eds.a.ebscohost.com/eds/detail?vid=5&sid=47ad39cb-2127-49bd-b60b-4ec1715e83b3%40sessionmgr4009&hid=41 in the address bar. The page displays the detailed record for the same article as the first screenshot. The "Permalink" button in the Tools panel is highlighted with a red box, and the resulting stable URL is shown in the address bar.