



**CITING SOURCES IN THE TEXT OF AN ASSIGNMENT...FAQs**

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

List both authors' surnames, the year of publication and the page number (if relevant). For example:

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

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

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

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

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

This is called secondary referencing. Its always preferable to read the original source (however, sometimes the original work is not available). For example:

Russell (1982) examined father and child patterns of play (cited by Peterson 1996).  
.....or  
Russell (1982 cited by Peterson 1996), examined father and child patterns of play.

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

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

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

Smith (2006a) reports that...  
.....  
According to Smith (2006b)...

Also include the same letters after the year in the bibliography at the end of your assignment.

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

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

Statistics reveal that the export of fresh vegetables has risen markedly since 1988 (Australian Agriculture 1998 287)

## **CREATING A BIBLIOGRAPHY...FAQs**

### ***How should I reference information sources found on the Internet?***

The details required are: author's name, title, Web address, the date the information was updated and the date that you accessed it. For example:

Department of Education, Science & Training **2005-2008 Commonwealth-State agreement for skilling Australia's workforce** [online]  
<http://www.dest.gov.au/NR/rdonlyres/A478ADFF-A582-4628-B191-E69F7380684F/8583/CommonwealthStateAgreementforSkillingAustraliasWor.pdf>  
updated 1 July 2005 accessed 23 May 2006

### ***How should I reference a journal article found online via a database such as Infotrac OneFile?***

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

Robb M & Douglas J 2004 "Managing diversity" **Nursing Management** 10:7 April 25-29 [online via InfoTrac OneFile]

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

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

### ***How should I reference a chapter in an edited book?***

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

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

### ***How should I reference a videorecording or DVD?***

Treat the director's name as you would an author's name, and include the year, title, publisher and place of publication. In addition, depending on the format, include the word "videorecording" or "DVD". For example:

Simpson N 2000 **Farm safety: how one Victorian farmer has made it happen**  
[videorecording] Victorian Farmer's Federation: Melbourne

### ***How should I reference a standard?***

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

Standards Australia & Standards New Zealand 1999 **Electrical installations: known as the Australian/New Zealand wiring rules** AS/NZS 3000:2000 Standards Australia: Homebush NSW