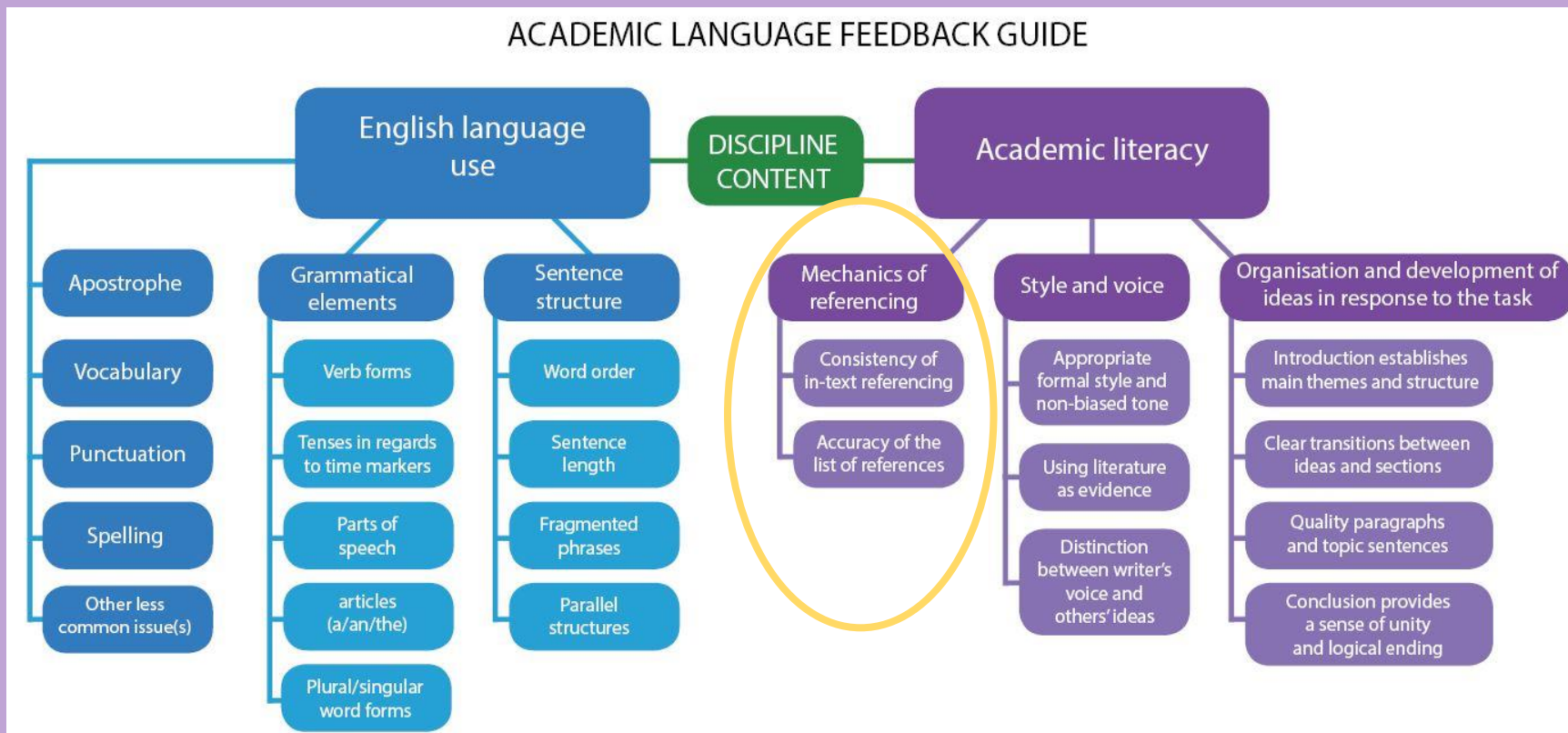


Mechanics of referencing

Dr Anna Podorova,
Ms Julia Ghazarian,
Dr Amber McLeod
Faculty of Education,
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Revisit

The mechanics of referencing can be learnt and applied quite easily by following a recommended referencing style guide in your discipline.

Referencing is a system used in theses, exam papers and assignments to indicate where evidence, ideas, theories, facts, or any other information was found. Students often complain about difficulties when referencing. Most of the time the problems can be avoided if you understand several important principles:

1

- There is a difference between mechanics of referencing and using literature as evidence in your assignments. The latter is more challenging and can take some time to learn.

2

- Attention to detail is important in the mechanics of referencing. Ensure you understand the correct referencing punctuation and use of font types (for instance, *italics*) for both in-text and reference list citations in your discipline.

3

- It is important to learn where to find information you need for referencing different types of sources rather than memorise every little detail.

What is in-text referencing?

Every time you mention someone else's ideas in your thesis, exam paper and assignment, you need to indicate where this information was found. You can use direct or indirect citations for this purpose. Please note that the use of quotation marks and page numbers for in-text referencing in your discipline can be different from the examples below.

Direct in-text citation in the American Psychological Association (APA) style looks like this:

Nicholls (2014) argues that there are “currently several economic imperatives dictating the implementation of educational policy” (p.105).

Indirect summarised or rephrased in-text citation in the APA style looks like this:

Brown (2013) maintains that parents are the primary influence on a child's learning and development.

This slide explains how in-text references are linked to the list at the end of your assignment – they should match. There are exceptions but they depend on the style of referencing in your discipline. The example below is based on the APA style of referencing.

In text

Blah blah blah blah blah blah blah. Research suggests that blah blah blah blah (Ford, Podorova, & Pinder, 2013; Smith, 2012). Blah blah blah blah blah blah blah blah blah blah blah. According to Smith (2012), blah blah blah blah. Blah blah blah blah blah blah blah blah blah blah. Moreover, blah blah blah blah blah “blah blah blah” (Ford et al., 2013, p. 12). Blah-blah-blah-blah-blah.

However, a recent study indicates that blah blah may not be blah “blah-blah-blah” (Talk, 2012, para. 3). This idea is also supported by

In the list of references (APA style)

- Ford, A., Podorova, A. I., & Pinder, J. (2013). *A very important book*. Melbourne: Good Publisher.
- Smith, A.B. (2012). A very interesting article. *Useful journal*, 2(3), 11-27. doi: 123456789.10.11.12
- Talk, C.D. (2012). *A reliable website*. Retrieved from www.reliablewebsite.gov.au

Quick tips

Quick tips

Make sure that your in-text and end-of-text references match.

Remember that you do not have to remember every little detail. Useful links on referencing in your discipline are one click away.

Be systematic from start – record and save what you have read. Remember that proper mechanics of referencing can be one of the assignment marking criteria.

Learn more

Useful links on mechanics of referencing

[Citing and referencing guide, Monash University](#)

[Citing and referencing tutorial, Monash University](#)

[Re:cite guide, University of Melbourne](#)

Face-to-face support

Who can help with academic literacy at Monash?

[Library programs, drop-ins and specialist advice](#)



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