APA Referencing (7th ed.): A brief guide
Updated 12 November 2024

What is referencing?

Referencing is acknowledging the source/s of the ideas or concepts you have used in your assignment. Use referencing to distinguish between your ideas and words and those that belong to other people; support your writing by referring to evidence; enable readers to investigate ideas they find interesting/useful; show your tutor exactly which sources you have read; and avoid plagiarism.

There are different styles of referencing. EIT uses the American Psychological Association (APA) referencing style.

Referencing has two parts, **in-text citations** and a **reference list** at the end of your assignment.

In-text citations

An in-text citation supports either a paraphrase or quotation in the body of your assignment and is presented in the following format:

One author: Andreoli (2023) … **OR**… (Andreoli, 2023).   **Three or more authors:** Houkamau et al. (2019) … **OR** … (Houkamau et al., 2019).
Two authors: Burns and Hu (2024) … **OR** … (Burns & Hu, 2024).   **Group author:** Native Council (2022) … **OR** … (Native Council, 2022).

Paraphrasing is putting in your own words what the author has written. When paraphrasing, there are two ways to cite: narrative citation (the author's name is incorporated in your text with the year of publication in brackets) or parenthetical citation (author and year of publication are included in brackets).

In-text citation paraphrasing examples

Mauriello and Hazas (2024) point to a lack of business context in research on energy management.

OR

There is a lack of business context in research on energy management (Mauriello & Hazas, 2024).

Quoting is copying the author's exact words. When quoting, there are two ways you can reference: the author's name can be incorporated in your text, or can be included in brackets with the year of publication and the page number.

In-text citation quoting examples

"We all know that educational activity is central to society" (van der Ham, 2016, p. 1).

OR

Van der Ham (2016) claims that, "We all know that educational activity is central to society" (p. 1).

The reference list

- Start the reference on a separate page at the end of your assignment with the title "References" centered at the top, and in bold. Use the same font size as the rest of your text.
- Authors' names begin with the surname(s), followed by their initials. When the author is an organisation or committee, write the name as it is given (i.e., do not change spelling and write the complete name of the organisation).
- The list is to be in alphabetical order.
- References should be presented in hanging indent, double spaced, without additional space between references. Watch this video (https://shorturl.at/H9JBQ) on formatting a reference list.

References

Andreoli, J. (2023). *The recovery cycle: A practical guide to loving your sober life*. Routledge.

Fotakis, C., Andreou, V., Christodouleas, D. C., & Zervou, M. (2024). The metabolic and antioxidant activity profiles of aged Greek grape marc spirits. *Foods, 13*(11), Article 1664. https://doi.org/10.3390/foods13111664

Mauriello, N. L., & Hazas, M. (2024). Pervasive sustainability. *IEEE Pervasive Computing, 23*(2), 4–6. https://doi.org/10.1109/MPRV.2024.3409135

Authors

Authors' names begin with the surname(s), followed by their initials. Present group author names in title case.

One author	Andreoli, J. (2023). *The recovery cycle: A practical guide to loving your sober life*. Routledge.
Two authors	Mauriello, N. L., & Hazas, M. (2024). Pervasive sustainability. *IEEE Pervasive Computing, 23*(2), 4–6. https://doi.org/ 10.1109/MPRV.2024.3409135.
3 to 20 authors (list all authors)	Fotakis, C., Andreou, V., Christodouleas, D. C., & Zervou, M. (2024). The metabolic and antioxidant activity profiles of aged Greek grape marc spirits. *Foods, 13*(11), Article 1664. https://doi.org/10.3390/foods13111664
Group author	Hawke's Bay Regional Council–Te Kaunihera Ā-Rohe o te Matau-a-Māui. (n.d.). *Coastal ecology*. https://www.hbrc.govt.nz/environment/coast/coastal- ecology/
No author	Editorial: Brace yourself for US presidential election madness. (2024, November 1). *New Zealand Herald*. https://shorturl.at/1Oozi

JOURNAL ARTICLE – WITH DOI or URL

Author/s — Publication year — Article title

Houkamau, C. A., Sibley, C., & Henare, M. (2019). Te rangahau o te tuakiri Māori me ngā waiaro ā-pūtea: The Māori identity and financial attitudes study. *Mai Journal, 8*(2), 142–158. https://doi.org/10.20507/MAIJournal.2019.8.2.4

Journal title — *Volume*(Issue), page range or article number — DOI or URL

NB. For article numbers, precede the number with the word Article.

JOURNAL ARTICLE – WITHOUT DOI or URL

Author/ — Publication year — Article title — *Journal title* — *Volume*(Issue), page

Simoncini, K. (2023). The power of block play*. Every Child, 29*(4), 16–17.

BOOK

Author/s — Publication year — T*itle*

Hazavri, A. (2024). *Research methodology for allied health professionals: A comprehensive guide to thesis and dissertation.* Springer. ← Publisher

CHAPTER IN EDITED BOOK

Chapter Author/s — Publication year — ChapterTitle — Editors – Add "In" and (Eds.)

Papps, E. (2021). Acting in accordance with New Zealand regulatory frameworks. In J. Crisp,C. Douglas, G. Rebeiro, & D. Waters (Eds.), *Potter and Perry's fundamentals of nursing* (6th ed., pp. 259–273). Elsevier. ← Publisher

Book title — Edition number and chapter page range

WEB PAGE

WITH INDIVIDUAL AUTHOR

Author/s — Publication year — Web page title — Publisher

Cherry, K. (2023). *How to lead: 6 leadership styles and frameworks.* Verywell Mind. https://www.verywellmind.com/leadership-styles-2795312 ← URL

WITHOUT INDIVIDUAL AUTHOR

Organisation name — Publication year — Web page title — URL

Coeliac New Zealand. (n.d.). *What is coeliac disease?* https://coeliac.org.nz/what-is-coeliac-disease/

GENERATIVE AI

Organisation name — Software title (version)

OpenAI. (2023). *ChatGPT* (Mar 14 version) [Large language model]. https://chat.openai.com/chat

Publication year — [Source type] — URL

NO DATE

Author/s — (n.d.) for no date

Len Lye Foundation. (n.d.). *Len Lye Centre.* https://www.lenlyefoundation.com/page/len-lye-centre/5/

Web page title — URL