**Referencing Style Guide**

It is important to recognise the sources of information that were used in research when producing assessment tasks. This prevents plagiarism, which is the stealing of others' ideas.

BHS have adopted the ***American Psychological Association's (APA) 7th Edition*** referencing for assessment tasks. This style can be used in print or digital format.

Sources of information are:

* identified and included (or *cited*) within the body of a written text (called in-text references),
* at the end of a text in a reference list or bibliography.

There is a way to format citations, depending on the type of source. Websites are the most used sources today, but books, magazine articles, encyclopaedias, newspaper articles, podcasts, and streamed TV episodes can also be cited.

**General Format for most common sources**

|  |  |  |  |
| --- | --- | --- | --- |
| **Type** | **In text citation** | **Reference List** | **Example** |
| Web page | (Publisher name, year) | Publisher of web page. (year). *Title of web page in italics*. Web address. | **In text**: (American Kennel Club, 2022).    **Reference**:  American Kennel Club, 2022). *Siberian husky*. <https://www.akc.org/dog-breeds/siberian-husky/> |
| Book | (Author surname et al., year) | Author surname, Initial., (year). *Title in italics*. Publisher. | **In text**: (Macdougall et al., 2002)    **Reference**:  Macdougall, A.K., Ryzman, L., Zwar, D., and others. (2002). *Thredbo a tragedy waiting to happen and other Australian disasters*. The Five Mile Press. |
| Magazine | (Author surname, year, page number) | Author Surname, Initial. (year, month, day). Title of article. *Magazine name in italics. Volume and number in italics*. Web address if online. | **In text**: (Rasch, 2023, p. 46)    **Reference**:  Rasch, E. (2023) Project greensand to clear the air? *Science Illustrated, 98*. |

Helpful websites and further resources:

* Charles Sturt University (CSU) has a referencing summary guide, which is easy to follow. Search through the tables to find how to cite a source by its type: [CSU APA Referencing Summary](https://cdn.csu.edu.au/__data/assets/pdf_file/0011/3371843/Charles-Sturt-University-APA-7th-ed.-Referencing-Summary.pdf)
* An online bibliography generator*MyBib* allows you to type in the information and it will format it correctly for you, then you can export it into your document. Choose APA style from the drop-down menu at the top of the page: [My Bib](https://www.mybib.com/#/projects/R8oAmb/citations)
* The APA has online tutorials to help: [APA Tutorial](https://extras.apa.org/apastyle/basics-7e/?_ga=2.56128296.2052622408.1684200846-1242437215.1683678156#/)
* Microsoft Word as a referencing tab that allows you to reference in APA style while you make a text. Follow the following guides: [Adding Citations & References Using MS Word](https://youtu.be/CnVq_BpwP2E)