Elements of a Citation

University of Newcastle Library
What is a citation?

• Citation is another word for a reference.

• Citations are made up of elements of information that can be used to locate a resource.

• Citation/referencing styles vary but the information contained in each citation remains the same.

Note: APA 6th is one of the more widely used referencing styles at UON. Example citations in this guide follow this style.
What referencing is ...

When writing assignments you will use ideas, theories, word-for-word quotations, facts and figures, as well as illustrations and even diagrams that are not your own.

These ideas, theories, quotations, etc. - written by different authors - will come from a variety of sources, including:

- books (incl. ebooks)
- articles from journals or newspapers
- reports and
- websites.

The sources of the information you use must be acknowledged (i.e. cited or referenced):

- within the body of your essay of report (in-text or footnotes), and
- in a list at the end of your essay or report
In-text citation & the reference list

Example of in-text citations using the APA 6th referencing style

Construction projects often suffer from poor performance in terms of time delays, cost overruns and quality defects (Jericho, 2013). There can be costly misunderstandings of which Standards and Codes apply to different stages of construction (Macnamara, Sakinofsky, & Beattie, 2012). A problem which is also crucial but regularly overlooked is the disruptive tendency of parties to a project who introduce unexpected design changes, often relating to Health and Safety matters, and thereby disrupt work schedules and compromise overall progress (Knight, 2013; Tellis, 1997). Generally it is considered that construction projects ...........

Example of a reference list using the APA 6th referencing style

References


Elements of a citation

4 fundamental parts:

**Who** = author(s) / editor(s) / creator(s) of work

**What** = title (and source* if applicable)

**When** = date/year of publication

**Where** = publisher details (print books)  
DOI or URL (online resource)

* source details can include:
  • book title and page numbers when the item is a book chapter
  • journal title and page number when the item is journal article
Referencing styles

• References must be in a single consistent style. That is, all the references in an essay or report must be formatted using the SAME referencing style.

• Your course information may specify which referencing style you must use.

• For more information on referencing and citations, and links to help you reference using different styles consult the Library’s Referencing guide: http://libguides.newcastle.edu.au/referencing

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The 4 most common **TYPES** of *scholarly* information sources are

- Print **BOOK**
- EBOOK *(online book)*
- CHAPTER in an edited **BOOK**
- Online **JOURNAL ARTICLE**
Minimum citation details needed for this type of source:

- Author name/s
- Title
- Year of publication
- Edition of book (if applicable)
- Place where published
- Name of publisher

Example:


Note: If the item used is a specific edition you must include this detail.
Minimum citation details needed for this type of source:

- Author name/s
- Title
- Year of publication
- DOI or URL

Examples:


Note: If the item does not have a DOI and it was found in a database (for example, OVID or EBL), include the URL of the database homepage only (e.g. http://www.eblib.com).
Minimum citation details needed for this type of source:

- Author name/s for CHAPTER
- Title of CHAPTER
- Editor/s of BOOK
- Title of BOOK
- Page numbers of chapter
- Year of publication
- Place where published
- Name of publisher

Example:


Notes: Use the word In, after the chapter title, in your reference.
Include details of the edition if required.
Include the DOI or URL if the book is an online book.
Minimum citation details needed for this type of source:

- Author name/s
- Title of ARTICLE
- Title/name of the JOURNAL in which the article is published
- Year of publication
- Volume number
- Issue number
- Page range
- DOI or journal homepage URL

Example:

doi:10.1080/14660970.2013.792479

Note: Citations for Journal articles ALWAYS have 2 titles.
The first for the ARTICLE itself. The second for the JOURNAL in which the article is published.
Other **types** of information sources include:

- web resources - including web pages, blogs, YouTube etc.
- government documents
- research reports
- conference papers
- statistics
- images, maps, tables, etc.
- course materials (e.g. lecture notes)
- *and many more…*

Citation elements needed for each of these sources of information are different.
For more information visit:

The Library’s **Referencing guide** which provides examples that show you how to reference a wide variety of information sources, using different referencing styles.

To consult the guide go to:
http://libguides.newcastle.edu.au/referencing

Or follow the **Referencing** link in the LEARN box on the Library’s homepage.