ARRGH! REFERENCING

….I’d rather watch paint dry!
The basic purpose of ALL referencing styles is:

- To acknowledge other people’s words or ideas
- To show the breadth of your research
- To enable readers to find the resources you used & verify your data

The style should remain consistent throughout a piece of writing
HARVARD or Author Date Referencing

The END-TEXT REFERENCING list should show the full bibliographic details (author, date, publisher, place of publication, website) of the resources you use.

List the resources alphabetically by author – either an individual or an organisation

References

Australian Institute of Landscape Architects, n.d., A career in landscape architecture, leaflet, AILA, Canberra.


Walladge, A 2012, pers.comm., 27 November.
In-text Referencing a Personal Communication

Examples: Phone call, text message, letter, face-to-face conversation, interview, lesson or lecture

Format:
Name the speaker, their title, the type of communication (e.g. email, letter, etc) and the date.

Three Examples below:

In an email received on January 21, 2013 from Steve Emery, he encouraged me to undertake a TAFE course in landscaping. Mr Emery is the business owner of Riverland Creative Gardens.

Andrew Walladge from Berri Native Plants highlighted the attributes required to be a successful landscaper. (phone call, November 27, 2012). The attributes are….

At the Careers Expo on the 13th May 2013, Mrs K Jennings a hairdresser, suggested that I should consider commencing a School Based Apprenticeship in Year 11.
HARVARD or Author Date Referencing

In-Text References - other than Personal Communications

Are short references WITHIN YOUR ASSIGNMENT that cite the:

- surname of the author(s)
- date of publication (if known)
- page numbers, if appropriate
In-text Referencing - direct quote

It is appropriate to quote directly from the text if:
• the phrase is unusual and would have less impact if paraphrased
• you want to use the quote to demonstrate or support your argument

Surname, Date, page number

According to Smith (2006, p 15) ‘If you want to practise landscape architecture seriously, you must have commitment to public space. You should also be committed to environmentalism’....

The above statement is taken word for word from the author Ken Smith.
In-text Referencing - Paraphrasing

Restate the original words/idea in your own words. This is called paraphrasing.

The author, date and page number(s), if appropriate, must be included.

If you choose to paraphrase or summarise information this demonstrates your understanding of the information and your ability to apply it to your own work.

Original wording:
Landscape architecture is a multi-disciplined and collaborative profession. The profession is committed to the creation of meaningful and enjoyable outdoor places and to the sustainable management of our built and natural environment. (Australian Institute of Landscape Architecture, n.d.)
Paraphrasing (your own words) the previous statement:

According to the *A career in landscape architecture leaflet* (A.I.L.A, n.d.) the profession of architectural landscaping is broad, combining several fields of expertise. A landscape architect is multi-skilled and works in a team with others...

**In-Text Referencing – Paraphrasing a Journal Article with Author**

In his article, Solly (2013, p 24) emphasises the need for retiring farmers to plan well ahead if they wish to see their children follow in their footsteps.
Two ways of citing your reference

- **Give prominence to the author** – the author’s name appears in the sentence
- **Give prominence to the information** – the author’s name appears only in brackets

<table>
<thead>
<tr>
<th>Category</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Author prominent</td>
<td>Brie (1988) showed that the moon is made of cheese</td>
</tr>
<tr>
<td>Information prominent</td>
<td>Previous research has established that the moon is made of cheese (Brie, 1988)</td>
</tr>
</tbody>
</table>


Either way is acceptable and your use of these two approaches will depend on how you want to structure your sentences.
In-text Referencing can include Graphic References such as:

- Graphs
- Maps
- Diagrams
- Tables

Refer to the Online Reference Generator to assist you with referencing graphics.
Table 1: Indigenous Plants For Small Gardens & Courtyards Sold In Dec 2012

<table>
<thead>
<tr>
<th>Plant Species</th>
<th>Number Sold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acacia</td>
<td>23</td>
</tr>
<tr>
<td>Correa</td>
<td>30</td>
</tr>
<tr>
<td>Eremophila</td>
<td>18</td>
</tr>
<tr>
<td>Grevillea</td>
<td>26</td>
</tr>
<tr>
<td>Melaleuca</td>
<td>14</td>
</tr>
<tr>
<td>Westringia</td>
<td>9</td>
</tr>
<tr>
<td>TOTAL</td>
<td>120</td>
</tr>
</tbody>
</table>

Note: All tables need to be numbered with a simple caption above the table.

In-text:
Table 1 indicates the number of native plants suitable for small gardens sold during December 2012 (Westwood, 2013)
Note: Just include the author and date for the In-text reference.

Reference list:
Westwood, K 2013, Table 1, table, Indigenous plants for small gardens & courtyards sold in Dec 2012, State Flora, Murray Bridge, S Aust.
Images : In-text Referencing Example
Where you include any image/diagram or visuals in your assignments, you must include an in-text reference.

Example with Caption below photo:

Figure 1: RMIT Buildings - Brunswick Campus (Margund Sallowsky 2006)

*Note:* Figures should be **numbered and labelled** with a **simple caption** and positioned directly **under** the image.

**In-text:**
Figure 1 (Margund Sallowsky 2006) shows the innovative building design at Brunswick Campus....... *Note:* Just include the author and date for the In-text reference.

**Reference list:**
Bibliography

Australian Institute of Landscape Architects, n.d., *A career in landscape architecture*, leaflet, AILA, Canberra.


Walladge, A 2012, pers.comm., 27 November.