

General Notes

- The reference list starts on its **own page at the end** of your document.
- The **title** “References” is centered at the top of the page.
- The rest of the list is **left-justified, double-spaced, alphabetized** by the authors’ last names, and uses a **hanging indent**.
- The four critical components for reference list citations are **author, date, title, and publication information**. See examples below.
- For **no author** listed, use the title in place of the author, and use the title to alphabetize the entry in the list.

Print Sources

Periodicals (journals, magazines, etc.): List the last name and first initial of author(s), the year in which the work was published, the title of the article, the title of the journal, and the volume, issue, and page numbers. Note that the title of the journal and the volume are *italicized*.

Smith, J., & Jones, B. (1999). Title of article. *Title of Journal*, 78(4), 35-37.

Non-periodical (books, reports, etc.): List the author’s name, the year, the title of the book or report, and the location and name of the publisher.

Smith, J., & Jones, B. (1999). Title of book. Toronto: McGraw-Hill Ryerson.

Part of the non-periodical (chapter in edited book, article in collection, etc.): List the author, the year, the title of the chapter, the editors, the title of the book, and the publisher.

Smith, J., & Jones, B. (1999). Title of Chapter. In A. Editor, & B. Editor (Eds.), Title of Book.

Brochure

Canadian Diabetic Association. (2008). *Managing insulin: New technologies* [Brochure]. Edmonton, AB: Author.

When the author and publisher are the same, as in the above example, use the word “Author” as the name of the publisher.

Electronic Sources

Note: When an Internet document is more than one Web page, provide a URL that links to the home page or entry page for the document.

Online periodical (journal, etc.): List the same information as for a print periodical, but also include the date you looked up the Web site and the page address.

Smith, J., & Jones, B. (1999). Title of article. Title of periodical, 67(4), 35-37. Retrieved January 21, 2006, from <http://www.macleans.ca>

Online document (non-periodical: Web page, report, etc.): List the Author, year, title, and where and when it was found.

Smith, J., & Jones, B. (1999). *Title of work*. Retrieved January 21, 2005, from <http://www.macleans.ca>

Article from an online database: Format as you would a printed article, adding the information that gives the date of retrieval and the proper name of the database.

Author, A.A., & Author B.B. (2002). Title of article. *Name of Journal*, Retrieved August 10, 2007, from Name database.

Chapter or section of Web document: Use a chapter or section identifier and provide a URL that links directly to the chapter section, not the home page of the Web site.

Author, A. A., & Author, B. B. (Date of publication). Title of article. In Title of book or larger document (chapter or section number). Retrieved month day, year, from <http://www.someaddress.com/full/url>

Author, A. A., & Author, B. B. (Date of publication). Title of article. In Title of book or larger document (chapter or section number). Retrieved month, day, year, from <http://www.someaddress.com>

Email: Emails are not included in the list of references, though you parenthetically cite them in your main text.

(F. Robbins, personal communication, August 10, 2007).