When writing assignments you have to cite or acknowledge the source of your ideas and quotes in sufficient detail so that lecturers, and others, can locate the item.

Before you start your assignment, check with your lecturer/tutor for their preferred referencing style. Use this guide if your lecturer/tutor states that you should use the Australian Veterinary Journal style of referencing.

The Australian Veterinary Journal uses a numbered referencing style. A citation in the body of the text is marked using a number. The full citation details for the item are found in a reference list at the end, with the same number in front of it. The numbered reference list contains all of the works cited, in the order that they appear in the text.

**In-Text Citation**

Number in-text references consecutively, in the order they appear, using superscript Arabic numerals (ie—1, 2, 3) after any punctuation marks with no space in between.

If more than one work is cited at the same time, separate each with a comma. If three or more are cited, and they are consecutive, separate them with a hyphen. If a work already cited is used again, use the same number as the first instance. (It will only appear once in the reference list regardless of the number of times it is cited.)

Nuisance barking in dogs may result in strained relationships with neighbours, surrenders to dog shelters or euthanasia of the dog.¹ Surveys show that nearly one third of dog owners report nuisance barking in at least one of their dogs.²,³ Methods to control the problem include behaviour modification,⁴ positive reinforcement (rewarding the dog for remaining silent⁵) and counter conditioning (encouraging other behaviour with a reward).¹,⁴,⁶ Collars releasing a scent, a noise or an electric shock are effective,⁷-⁹ as are anti-barking muzzles.¹⁰ However, these may be detrimental to the dog’s welfare¹,⁴-⁶ and do not address the underlying problem.

In a 2010 study, Smith found physical control methods were only 40% effective in the long term.¹¹ Jones et al. reported that scent collars had a 95% relapse rate¹², showing how ineffective they can be. Although Johnson¹³ reported anti-barking muzzles were the most effective means, Smith¹¹ and Thompson et al.¹⁴ claim noise deterrent measures worked best.

**Reference Lists**

**Books**

<table>
<thead>
<tr>
<th>Elements of the citation</th>
<th>Author(s) of book – surname and initials. Title of book – italicised. Edition. Publisher, Place of publication, Year of publication.</th>
</tr>
</thead>
</table>
A book with six or more authors
List the first three authors, in the order they appear in the item, then ‘et al.’ (meaning ‘and others’). The in-text citation will include the first author’s surname then ‘et al.’; eg—Brightling et al. reported that...


A book without an author

A book by an organisation or institution
National Health and Medical Research Council. Australian code of practice for the care and use of animals for scientific purposes. 7th edn. NHRMC, Canberra, 2004.

An edited book

An ebook

Chapter in a book

<table>
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<th>Elements of the citation</th>
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<td>Author(s) of chapter – surname and initials. Title of chapter. In: Editor(s) of book – surname and initials, editor(s). Title of book – italicised. Edition. Publisher, Place of publication, Year of publication:Start page number-End page number.</td>
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</table>


Journal Articles

IMPORTANT: The titles of journals are abbreviated according to the BioScience term list. Information on journal abbreviations can be found at: https://www.library.caltech.edu/journal-title-abbreviations. Journal abbreviations do not contain full stops.

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<tr>
<td>Print</td>
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<td>Author(s) of journal article – surname and initials. Title of journal article. Title of journal – italicised Year of publication;Volume:Start page number-End page number.</td>
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| Electronic |
| Author(s) of journal article – surname and initials. Title of journal article. Title of journal – italicised Year of publication;Volume:Issue number. Web address. Retrieved day month year. |

Webpages

Elements of the citation
Author(s) of page – (person or organisation). Title of page. Web address. Year (page created or revised). Retrieved day month year.

A webpage with an author

A webpage without an author or year
Start with the title of the webpage if there is no author stated.
If you are unable to identify the date a page was created or revised leave it blank.

Reports

Elements of the citation
Print
Author(s) of report – (person or organisation). Title of report. Series title. Publisher, Place of publication, Year of Publication.

Electronic

Print

Electronic

Conference papers

Elements of the citation
Print
Author(s) of paper – surname and initials. Title of paper. In: Editor(s) of collection of papers – surname and initials, editor(s). Title of proceeding, date(s) held, place held – italicised. Publisher, Place of publication, Year of publication:Start page number-End page number.

Electronic
Author(s) of paper – surname and initials. Title of paper. In: Title of proceeding, date(s) held, place held – italicised. Web address. Year of Publication. Retrieved day month year.

Print (Published)

Printed paper from a conference (Unpublished)
**Thesis**

**Elements of the citation**
Author of thesis – surname and initials. Title of thesis. Award, Institution issuing award, Location of institution. Web address if available online. Year of completion of thesis. Retrieved day month year if available online.


**Personal Communication**

**Published**
A letter that has been published is treated the same as a published work and is added in a reference list.


**Unpublished**
Unpublished information obtained by conversation, interview, telephone call, letter or email should be documented in the text only. Do not include unpublished material in the reference list.

**In-text citation example:**

The information in the report was confirmed by Dr Peter Jones (personal communication).

When interviewed on 15 December 2009, Dr Peter Jones explained that...

There were no positive samples (P Jones, unpublished data).

**In Press items**
Items are sometimes available before they are officially published. Refer to these in the text in the same way a published work would be. In the reference list, the phrase ‘In press’ is used instead of publication details.

Heath TJ. *Australian veterinarians who work with horses: views of the future*. In press.

**Tables, Graphs, Diagrams or Images**
When reproducing or copying part or all of a table, graph, diagram or image you must reference the source. Insert the item in the text, close to where it is relevant or referred to. You may refer to the item within the text; eg–Significant results were obtained from culture and PCR analysis (Table 1).

Items are labelled with either ‘table’ or ‘figure’ and a number, followed by a caption. The term ‘figure’ describes any graphs, diagrams or images. Number these labels consecutively in the order they appear in the text, using Arabic numerals. Tables have a separate number sequence to figures.

**Tables**
Labels and captions appear above a table.

**Table 1.** Results of culture and PCR analysis of samples from pigs challenged with serovar 12

Column headings should be brief, with units of measurement in brackets.

Definitions of any symbols or abbreviations must be explained in footnotes to the table. Use superscript lower case letters to mark footnotes and superscript capital letters to mark statistical significance.

- Percentages are indicated in brackets.
- Results in brackets include positive counts from grossly contaminated plates.
- Values are significantly different $P < 0.05$.

**Graphs, Diagrams or Images**
Labels and captions appear below a graph, diagram or image.

**Figure 1.** Agarose gel showing multiplex PCR

**Reference list:**
If the item is taken from a book, reference as a book. If the item is taken from a website, reference as a webpage.
Setting out your Reference list

Number the reference list in the order the citations appear in the text.
Use Arabic numerals followed by a full stop. The second line of a citation is flush with the left margin.

References