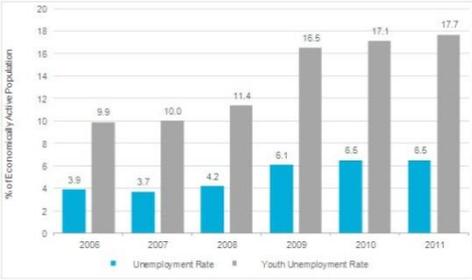


When to reference

There are 7 key scenarios when you need to provide a reference in your academic writing:

Scenario	Example (using APA referencing)
1. Quoting directly from a source	Tomlinson (1999) defines globalisation as the “rapidly developing and ever-densening network of interconnections and interdependences that characterize modern social life” (p. 2).
2. Putting another author’s ideas into your own words	Wildlife corridors play a crucial role in maintaining New Zealand’s biodiversity (Park, 1995).
3. Copying tables, figures, graphs, diagrams, statistics, or illustrations from another author	 <p data-bbox="683 1104 1377 1216"><i>Figure 1.</i> Youth unemployment rate vs. total unemployment rate: 2006-2011. Youth unemployment rate refers to the unemployed population aged 15-24 years old. Copyright 2013 by Euromonitor International. Reprinted with permission.*</p>
4. Stating information which is not “common knowledge”, i.e. not widely understood to be true	<p data-bbox="683 1265 1401 1328">The Treaty of Waitangi was signed in 1840. (This is common knowledge so no reference is required.)</p> <p data-bbox="683 1361 1401 1451">The Treaty was displayed publically for the first time in the Treaty House at Waitangi in 1940. (This is not common knowledge so a reference is required.)</p>
5. Stating information which is not widely accepted in your field/discipline	Sitting for long periods of time can cause serious health problems (DeWinter, 2013; Rogers, 2014).
6. Explaining or discussing a theory or model developed by a particular author or group of authors	The instability of meaning associated with the art and literature of the late twentieth century has been explained by poststructuralist theories (Barthes, 1967; Baudrillard, 1968; Foucault, 1975).
7. Discussing research carried out by other scholars	Recent research has questioned the effectiveness of sunscreen in preventing skin cancer (Amsel et al., 2013; Bulgakov, 2012; Higgins, 2013; Mortimer, Fink, & Green, 2010; Thomas et al., 2011).

* See the UC Library website for more information on APA referencing for figures and tables.