Broadcast media and podcasts (film, video, television and radio programs) Cite film, television, radio and podcast programs so people can find the source material. Use the right style and comply with copyright laws. Cite electronic media correctly Electronic media include film, television, radio and podcasts. When you write about electronic media you could also be referring to a script or a review. Many of the general naming rules apply: Use sentence case – retain initial capitals for the first word, proper nouns and proper adjectives. Use italics for published works and roman type for unpublished works. Use roman type and quotation marks for parts of works, such as episodes. Use roman type and the spelling and capitalisation that the company uses for the names of channels, streaming services and networks. Use full names of organisations the first time you mention them. Italicise the titles of films, television and radio programs, and podcasts. Place the names of episodes in quotation marks and roman type. Examples of in-text citations and reference lists on this page follow the author–date system, as this is the most common way of citing film, television and radio programs in government content. Copyright requirements You must attribute copyright material you reference. This includes video and audio. Broadcast media and podcasts (film, video, television and radio programs) Classics Musical compositions Plays and poetry Works of art Documentary–note Legal material Shortened forms used in referencing Include all the details required by open access licences (read how to attribute Creative Commons). Read the government copyright rules in the Australian Government intellectual property manual. Use italics and sentence case for film titles Write the title as it appears in film information. Include punctuation marks and any intentional misspelling. Italicise the title and use sentence case. If the film is part of a series, include the number of the series in the same format as in the original title of the film. For example, if the original title has the number written as a word, use the word. In-text citations of films often include the year of production. Place this after the title in roman type and enclosed in parentheses. If you mention the date in the text, you don't have to include it in parentheses. After the first mention, you can abbreviate the title as long as it makes sense. You can also omit the date in parentheses. This often happens with well-known and longer titles because it improves the flow of the text. Reference list entries for films In a reference list, use the director and the year of release. Include the place of production if known. If there is no credited director, use the name of the producer. Rule: Director D (director) or Producer P (producer) (Year) Title of film: subtitle of film [motion picture], Name of Studio or Publisher, Place of Production. Example Ride like a girl (2019) tells the story of jockey Michelle Payne. Picnic at Hanging Rock (1975) helped to revive the Australian film industry in the 1970s. Mad Max 2 (1981) was the second in the Mad Max series of films. They released The man from Snowy River II in 1988. Example Picnic at Hanging Rock (1975) continues to be a popular film. Joan Lindsay wrote the story that formed the basis for Picnic. Example Seet S (director) (2019) Storm boy [motion picture], Ambience Entertainment, Screen Australia, South Australian Film Corporation, Australia. Safran H (director) (1976) Storm boy [motion picture], South Australian Film Corporation, Italicise television programs Use sentence case, roman type and quotation marks for episodes of a program. Use roman type and no quotation marks for the names of: production companies networks channels streaming services. Include the year of production of television programs in roman type and brackets. Use arabic – not roman – numerals for the numbers of seasons. Reference list entries for television programs In a reference list, include the name of the director or producer and the year of release. Include the place of production if known. Rule: Director D (director) or Producer P (producer) (Year) 'Title of episode: subtitle of episode' [television program], Name of series (season number, episode number), Name of Station or Studio, Place of Production. Australia. Jury WF (producer) (1916) Battle of the Somme [motion picture], British Topical Committee for War Films, London, UK. Example Gruen is a popular television program on ABC TV. The Australian story episode 'Out of the blue' is about a shark attack in the Whitsundays. Channel 7 has been screening cricket over the summer. One of the longest-running police dramas on Australian television was Homicide (1964–77). Like this Season 2 of Offspring introduced the character of Dr Patrick Reid. Not this Season II of Offspring introduced the character of Dr Patrick Reid. Example If the episode doesn't have a name, write the name of the program first. Italicise radio programs and use roman type for episodes To cite radio programs: Use italics for the titles of programs. Write the year of production in parentheses. Use roman type after the title. Enclose the names of individual episodes in single quotation marks and use roman type. Use sentence case. Reference list entries for radio programs In a reference list, include the full date the episode went to air. Include the place of production if known. Rule: Presenter P (presenter) (Day Month Year) 'Title of episode: subtitle of episode' [radio program], Name of program, Name of Station or Studio, Place of Production. Italicise podcast series and use roman type for episodes To cite podcasts: Use italics for the name of the program series. Pellizzeri R (director) (1994) 'Luck of the draw' [television program], Blue heelers (season 1, episode 44), Seven Network, Melbourne. Example ABC Television (2019) Gardening Australia (season 30, episode 35) [television program], ABC Television, Sydney. Example The wire is a news and current affairs program on Brisbane community radio station 4EB. Environmentalists will enjoy the radio program Off track on ABC Radio National. 'The bilby, the moon and the Birriliburu Rangers' from Off track went to air in January. One of the longest-running Australian radio programs was Blue hills (1949–76). Example Jones A (presenter) (18 January 2020) 'The bilby, the moon and the Birriliburu Rangers' [radio program], Off track, ABC Radio National, Sydney. Use roman type and quotation marks for the names of individual podcast episodes. Use sentence case. Reference list entries for podcasts Hyperlink the episode's title if you played it from a webpage. Don't link to the podcast's file name. Always link to the webpage that hosts the podcast episode. Include the date it was accessed at the end of the reference. Rule: Host H (host) and Producer P (producer) (Day Month Year) 'Title of podcast: subtitle of podcast' [podcast], Name of podcast, Name of Podcast Network, accessed Day Month Year. Apply the same rules for script titles as for books Published script titles follow the same rules as book titles: Use italics and sentence case for published script titles. Use roman type and quotation marks for unpublished script titles. Reference list entries for scripts Reference the script as you would a book. Rule: Author A (Year) Title of script: subtitle of script, Name of Publisher, Place of Publication. Example A local podcast in this popular genre is Australian true crime, hosted by Meshel Laurie and Emily Webb. 'Evil crows, bird funerals, swooping magpies' is an episode from Triple J's Science with Dr Karl podcast. Life's little mysteries is a science podcast series produced by The Conversation. Example Stephens J (host) (26 December 2019)

'Best of 2019: the beauty queen killer' [podcast], True crime conversations, Mamamia Podcasts, accessed 21 January 2020. Hooper C (host) and Arnall K (producer) (3 November 2019) 'Goodbye secret garage shame'[podcast], The pineapple project, ABC, accessed 4 February 2020. Example Peter Carey and Ray Lawrence co-wrote Bliss: the screenplay. University of Queensland Press published The big steal by David Parker in their screenplay series. 'Cycle accident' is in the university film script archives. Example If you are referencing an online film script, hyperlink the title and include the date you accessed it. Use roman type and quotation marks for review titles Write titles of published reviews in roman type enclosed in single quotation marks. Write the title of the reviewed material in italics and use sentence case. You may be able to hyperlink to the online review, depending on copyright restrictions. If you access it online, include an accessed date. Reference list entries for reviews If the name of the reviewed work appears in the title of the review, use italics for the work name but roman type for the rest of the title. Rule: Reviewer R (Day Month Year) 'Title of review: subtitle of review' [review of Title of work by Creator], Name of Blog, Newspaper or Magazine, accessed Day Month Year. Release notes The digital edition expands on information in the sixth edition and has an online focus. It includes podcasts. The digital edition has more examples to help users include the necessary information in the correct format. The sixth edition briefly mentioned the style for titles and how to cite film, radio and television programs. It does not mention podcasts. The Content Guide had brief information about video but no details on how to cite film, television, radio and podcasts. Carey P and Lawrence R (1985) Bliss: the screenplay, University of Queensland Press, St Lucia, Queensland. Example David Stratton's review of Bombshell, 'Women put Fox on run', contributed to the debate about the film. You can read David Knox's review of The gloaming on TV Tonight. Example Buckmaster L (24 September 2019) 'Ride like a girl review – cinematic schmaltz swamps Michelle Payne's ride to the Melbourne Cup' [review of Ride like a girl directed by Rachel Griffiths], The Guardian, accessed 19 January 2020. Byram V (17 January 2020) 'Ride the roller-coaster of action that hurtles into Home and Away's Summer Bay in 2020' [review of the television series Home and away], The Canberra Times, accessed 19 January 2020. Stratton D (18–19 January 2020) 'Women put Fox on run' [review of Bombshell directed by Jay Roach], Weekend Australian Review. About this page References American Psychological Association (2020) Publication manual of the American Psychological Association, 7th edn, American Psychological Association, Washington DC. Dermody S and Jacka E (1988) The screening of Australia: anatomy of a film industry (Volume 1), Currency Press, Sydney. Oxford University Press (2017) Australian concise Oxford dictionary, 6th edn, Oxford University Press, Melbourne. Oxford University Press (2016) New Oxford style manual, Oxford University Press, Oxford. University of Chicago Press (2017) Chicago manual of style: the essential guide for writers, editors, and publishers, 17th edn, University of Chicago Press, Chicago. University of Technology Sydney Library (2019) Harvard UTS referencing guide, University of Technology Sydney website, accessed 21 January 2020. Last updated This page was updated Monday 23 January 2023. https://www.stylemanual.gov.au/referencing-and-attribution/author-date/classics Classics Classics are works from ancient and medieval times. Cite titles in line with the author–date system. Use correct attribution to help people find the source in its original language or as an English translation. Cite classics as book titles Disciplines and sources define the term 'classics' in different ways. This guidance covers ancient Greek and Roman works (until the 5th century) and works from the medieval period (from the fall of the Roman empire until the middle of the 15th century). In references and in-text citations, treat the titles of classics as you would other book titles. Use sentence case – capitalise only the first letter of the title and the first letter of any proper noun. Use italics for the titles of books, series and anthologies. Use quotation marks for the titles of chapters, poems or sections. If you're using a reference list, include any classics that you cite. Examples of in-text citations and reference lists on this page follow the author–date system, as this is the most common way of citing the classics in government content. If your organisation uses the documentary–note system, change the citation and style of reference list accordingly. Use correct in-text citations Often there will not be much information for classics. For example, you might not know the date of publication. Include the information that you know in in-text citations. If you don't know the name of the author, don't use 'Anon', 'unknown' or 'Anonymous' in the in- text citation. Classics Musical compositions Plays and poetry Works of art Documentary–note Legal material Shortened forms used in referencing Like this If you don't know the author or the date of a work, use the name of the translator (trans) and the date of publication of the edition you're working with. Place the date at the end of the reference. Use common names for authors Most authors of the classical and medieval periods are known just by a common name, rather than a given name and a surname. Use the author's common name in text, in-text citations and reference lists. As with other books, if you mention the author in the sentence, don't place the author's name in brackets with the title of the work. Include divisions in in-text citations when possible Some classics have divisions. Divisions organise prose and poetry into, for example, books, chapters, sections, lines and verses. Beowulf is the story of a hero who defeats a dragon. Like Grendel (Beowulf), you seem to suffer with the joy of others. Not this Beowulf (Anon) is the story of a hero who defeats a dragon. Like Grendel (Anonymous Beowulf), you seem to suffer with the joy of others. Example Beowulf (Heaney S, trans), Faber & Faber Ltd, London, 2002. [Reference-list entry] Write this As Cicero expressed it, 'Is there anything rasher and more unworthy of the dignity and strength of character of a wise man than the holding of a false opinion?' (On the nature of the gods) Not this As Marcus Tullius Cicero expressed it, 'Is there anything rasher and more unworthy of the dignity and strength of character of a wise man than the holding of a false opinion?' (On the nature of the gods) Example As one of the early philosophers wrote, 'All wars are undertaken for the acquisition of wealth.' (Plato Phaedo 65C–66E) He ended his retirement speech with Ovid's 'Turn loose the swans that drew my poet's car.' (The art of love 3.810) In the examples above: '65C–66E' are section numbers '3.810' means book 3, line 810 '20.151' means canto 20, line 151. If the work you're citing has divisions, quote them in the in-text citation. The first time you cite a work, spell out the divisions. Place a comma between the title of the work and the first division. Separate divisions with a comma. For subsequent citations, don't spell out the divisions. You only need the division numbers. Separate divisions with a full stop. Don't place a comma between the title of the work and the division numbers. If you have only one division to cite, always spell it out. Place a comma between the title and the division. If you're referring to an edition that doesn't have divisions, you can refer to specific page numbers. In these cases, place the date of the translation – or edition – you're working with

and the page number after the title of the work. Separate the date from the page numbers with a colon, not a full stop. Don't use spaces around the colon. Josh hesitated at the doorway until, like Dante, he 'went on, timid and full of thought'. (Dante The divine comedy 20.151) [In this example, Dante appears in the text as a character in The divine comedy and appears in the citation as author] Example (Ovid The art of love, book 3, line 810) Josh hesitated at the doorway until, like Dante, he 'went on, timid and full of thought.' (Dante The divine comedy, canto 20, line 151) Example (Ovid The art of love 3.815) (Dante The divine comedy 20.151) Example Virgil and Dante argue over the value of pitying the sinners in their suffering. (Dante The divine comedy, canto 20) Example As one of the early philosophers wrote, 'All wars are undertaken for the acquisition of wealth.' (Plato Phaedo 1954:85) Josh hesitated at the doorway until, like Dante, he 'went on, timid and full of thought.' (The divine comedy 1954:265) Cite titles in the most appropriate language Most of the time, you'll be working with translations. The exception is when you're quoting text in the original language. Accessibility requirements If any text should be pronounced in its original language (rather than English), screen readers need to be able to determine what that language is. WCAG quick reference: 3.1.2 Language of parts – level AA Translated works In in-text citations, refer to the English title that appears on the source you're citing. If you include the work in a reference list, use the date of the translation and the name of the translator ('trans'). Works in the original language You will rarely need to cite works in the original language. In these cases, cite the title in the original language. If the original language uses a different alphabet to English – ancient Greek for example – use the anglicised spelling. List classics with other references You don't usually need a reference list for classics. If you are using a reference list because you're citing other works as well, then include the classics you have cited. If you include a classics work in the reference list, cite the particular translation and edition you Example The heroism of women is a common motif in the stories of Hecuba, Andromache and Cassandra. (Euripides The Trojan women) [In-text citation] Euripides, The Trojan women, (Murray G and Allen G, trans), London, 1905; Project Gutenberg, 2011, accessed 30 November 2019. [Reference-list entry: the date of the translation was 1905.] Like this Troiades [The ancient Greek name for The Trojan women, a play by Euripides] Not this Τρφάδες [The Greek spelling of Troiades] are working with. Make sure you: specify the date of the edition, not the date of the creation of the work acknowledge the translator ('trans') place the date at the end of the reference list entry – this is contrary to author–date style, but it stops possible confusion caused by, for example, 'Plato (1954)' hyperlink titles in digital content where available. Release notes The digital edition expands and updates information in the sixth edition about citing the classics. For example, it recommends using the division number as well as the author's name for in-text references. The Content Guide did not mention classics. About this page References American Psychological Association (2020) '9.42 Religious and classical works', Publication manual of the American Psychological Association, 7th edn, American Psychological Association, Washington DC. Dante, The divine comedy (Ruse HR trans), Holt, Rinehart and Winston, New York, 1954. Ovid, The erotic poems (Green P trans), Penguin Books, London, 1982. Oxford University Press (2016) 'Work titles in text', New Oxford style manual, Oxford University Press, Oxford. Oxford University Press (2020) Oxford classical dictionary, Oxford Research Encyclopedias website, accessed 29 November 2019. Plato, Phaedo (Tredennick H trans), Penguin, Harmondsworth, 1954. University of Chicago (2017) 'Special types of references', Chicago manual of style, 17th edn, University of Chicago Press, Chicago. Last updated This page was updated Wednesday 30 June 2021. Example Plato, Phaedo (Tredennick H, trans), Penguin, Harmondsworth, 1954. Dante, The divine comedy (Ruse HR, trans), Holt, Rinehart and Winston, New York, 1954. https://www.stylemanual.gov.au/referencing-and-attribution/author-date/musical-compositions Musical compositions Cite musical compositions using the author–date system. Attribute compositions with correct references to help people find a particular piece of music. Cite musical compositions correctly Musical compositions include: songs operas ballets dances chamber music soundtracks electronic music. Information about musical compositions can include the: title common name type of composition composition's key target instrument or instruments catalogue number. You might use references for musical compositions in the program for official events or other government-sponsored performances, or when using a soundtrack, such as in a video. The references must be accurate and complete so that they: provide all the information someone needs to identify the work properly Classics Musical compositions Plays and poetry Works of art Documentary–note Legal material Shortened forms used in referencing comply with copyright and licensing laws. Examples of in-text citations and reference lists on this page follow the author–date system, as this is the most common way of citing musical compositions in government content. If your organisation uses the documentary–note system, change the citation and style of reference list accordingly. Copyright requirements You must attribute copyright material you reference. This includes music and audio, and any underlying copyright in the musical composition (for example, lyrics or score). Include all the details required by open access licences (read how to attribute Creative Commons). Read the government copyright rules in the Australian Government intellectual property manual. Australian National Anthem Use title case (maximal capitalisation) and quotation marks for Australia's National Anthem. The Vice-Regal Proclamation 1984 sets out the capitalisation of the National Anthem and 'Advance Australia Fair'. Use roman type for unnamed compositions For compositions with no given name, use roman type and no quotation marks. Always use a capital letter for the key of musical compositions. For compositions numbered as one of a series, do not use a full stop for the contraction for the word numero (or 'number'). Don't capitalise the generic type of composition. Example The crowd stood up to listen to the choir sing 'Advance Australia Fair'. Example Telemann's suite in D major, TWV 55:C6, was the first piece our chamber group performed in public. Example The radio was playing Elena Kats-Chernin's piano concerto no 3. Example Use the English word for most types of compositions (Table 1). Table 1: English words for non-English names of compositions Preferred English term Non-English terms prelude praeludium fugue fuga symphony, symphonies sinfonia, sinfoniae oratorio oratorium song lieder, chanson, canzona duet duetto, duo* study etude* * Use the foreign terms if they are part of the title of the composition. Use the English plural form for most types of compositions (Table 2). Table 2: Plural forms for types of compositions Singular form Plural form concerto concertos, concerti [grossi]* suite suites trio trios aria arias partita partitas toccata toccatas sonata sonatas cantata cantatas * Use 'concertos', not 'concerti'. The exception is 'concerti grossi', the name for a particular style of composition. Vivaldi composed several concertos for strings; my favourite is Op. 12. Australian

composer Carl Vine composed 6 string quartets between 1979 and 2017. Catalogue numbers Some composition names include the catalogue number. 'Op.' is the abbreviated form of the Latin 'opus', meaning 'work'. It is a common catalogue term for many composers' works. Always use a full stop with this abbreviation. Some of the more prolific composers have a catalogue of their own. For example, 'BWV' is the shortened form of the German Bach Werke Verzeichnis. The English translation is 'Bach works catalogue'. Never spell out these shortened forms. Use italics for long works and compilations, roman type for songs Style for the title of a composition depends on what version you are referring to. Songs and short pieces Place the titles of songs or short, discrete pieces in single quotation marks. Use sentence case. Composition titles can be the name that the composer or producer gave the work or they can be a popular name. The titles of hymns follow the same style. If a title is in another language, refer to it in the original language unless it has an English title. Apply the capitalisation rules of the original language. Use the abbreviation 'ft' for artists named as featuring on song recordings. Example The town meeting ended with the school children singing 'The road to Gundagai'. Justine Clarke became well known among Australian children for her 2005 song 'I like to sing'. Example Many people know Beethoven's piano sonata no 14 'Quasi una fantasia' as the 'Moonlight sonata'. Example Clara Schumann's 'Wenn ich ein Vöglein wär' was arranged as a 3-part canon. Example Number 5 on Triple J's Hottest 100 in 2014 was 'Take me over' by Peking Duk ft SAFIA. Long works or series Long works include operas, ballets and musicals. They may consist of a collection of shorter pieces. Use italics and sentence case for the titles of long works. If the title is in a language other than English, refer to it in the original language. Apply the capitalisation rules of that language. Albums and compilations Use italics and sentence case for the titles of albums, compilations, playlists and collections. Use the same punctuation as the original title of the album or compilation. Soundtracks for films and video games For names of the soundtracks of films and video games, use italics and sentence case. For individual pieces in the soundtrack, use single quotation marks and roman type. Cite the song when you use someone's lyrics Write the name of the song, the author and the year of publication in parentheses when you cite lyrics in a text. If you mention the name of the song in the text, place only the author and the year in parentheses. If you mention the author in text, put the date in parentheses straight after the author's name. Use single quotation marks and sentence case for the name of the song. Example Many people know Australian tenor David Hobson from La bohème and The pirates of Penzance. Fewer people know that he is the composer of the chamber opera Remembering Rosie. The Brandenburg concertos are part of Bach's collection of concertos (BWV 1046– 1051). Eumeralla, a war requiem for peace, which was composed by the Australian soprano Deborah Cheetham, is sung in Gunditjmara language. Example Stonefield is an Australian psych-rock outfit comprising 4 sisters from the Macedon Ranges. Their second album, As above, so below, is their most popular chart release so far. Example Himesh Patel performed all songs in the soundtrack for Yesterday. The film features new versions of some of The Beatles's greatest hits, like 'Hey Jude' and 'Here comes the sun'. Halo original soundtrack is used in the game Halo: combat evolved. Include musical compositions if you're using a reference list In government content, you don't need to create a reference list to cite musical compositions. If you have a reference list already, add musical compositions to your list. If you're writing another type of content, check whether you need to add musical compositions to a reference list. Rule: Creator C (Year) 'Title of song: subtitle of song' [Medium], Title of compilation or album, Name of Publisher. Rule: Creator C (Year) Title of long work or compilation [Medium], Name of Publisher. Release notes The digital edition expands on the information about music provided in the sixth edition. It includes examples to help users cite musical compositions in the correct style. The sixth edition had brief information about music. The Content Guide did not have any information about musical compositions. About this page References American Psychological Association (2020) '10.13: Audio works', Publication manual of the American Psychological Association, 7th edn, American Psychological Association, Washington Example Kevin Parker sings, 'If it calls you, embrace it / If it haunts you, face it'. We can all learn from that (Tame Impala, 'Lost in yesterday' 2020). Example Tones and I (2019) 'Dance monkey' [Song], The kids are coming, Sony Music Australia. Farnham J (1968) Sadie [Album], EMI/Columbia. Example Bach JS (2010) The Brandenburg concertos: concertos BWV 1043 & 1060 [Album recorded by Academy of St Martin in the Fields], Decca. DC. Department of the Prime Minister and Cabinet (n.d.) Australian National Anthem, PM&C website, accessed 20 January 2020. Oxford University Press (2016) '18.7: Audio and audiovisual materials', New Oxford style manual, Oxford University Press, Oxford. University of Chicago (2017) '15.57 Citing recordings and multimedia in author-date format', Chicago manual of style, 17th edn, University of Chicago Press, Chicago. Last updated This page was updated Monday 17 July 2023. https://www.stylemanual.gov.au/referencing-and-attribution/author-date/plays-and-poetry Plays and poetry Cite plays and poetry using the author–date system. Attribute works with correct references to help people find the play or poem. Cite plays and poems correctly You might need to refer to plays and poetry in information about events, in digital content and in other publications. References to plays and poetry must be accurate and complete so that they: provide all the information someone needs to identify the work properly comply with copyright laws. Examples of in-text citations and reference lists on this page follow the author–date system, as this is the most common way of citing plays and poetry in government content. If your organisation uses the documentary–note system, change the citation and reference list styles accordingly. Copyright requirements You must attribute copyright material you reference. This includes plays, poems and scripts. Include all the details required by open access licences (read how to attribute Creative Commons). Read the government copyright rules in the Australian Government intellectual property manual. Reference play titles and quotes from plays Style for play titles follows the same convention as for books but is based on details about the published edition. Quoted material from plays has distinct punctuation and formatting. Classics Musical compositions Plays and poetry Works of art Documentary–note Legal material Shortened forms used in referencing Use italics and sentence case for titles of plays Write titles of plays in italics and use sentence case. This means the first word and any proper nouns have an initial capital letter. Use a forward slash to show line breaks in plays When you quote lines spoken by a character in a play, use a forward slash to show line breaks appearing in the original. Insert spaces around the forward slash. If there's a line break in your text, it can occur before or after the slash. Don't use quotation marks in scripts of plays In plays, you don't need quotation marks if the direct speech follows the name of the speaker. Use divisions for in-text citations of plays

Citations to plays are more helpful if you use divisions – acts, scenes and lines. Readers who wish to read the quote in context can use the divisions to find it in any edition of the play. Use the full name of the playwright, unless people can identify the playwright by the surname. Use roman type (not italics), lower case and numerals for divisions. Ancient and medieval dramatic works have specific citation rules: refer to classics. Include plays if you're using a reference list In government content, you don't need to create a reference list just to cite plays. If you have a Example The theme of Williamson's Emerald city is in stark contrast to that of The club. Noni Hazlehurst played Kathy in the Sydney Theatre Company's play No names … no pack drill. Example Adita loved to quote Hamlet on days like this. 'Tis now the very witching time of night / When churchyards yawn and hell itself breathes out / Contagion to this world …' Her colleagues found these performances tiresome. Example RICHARDS: You've the luck of the devil. NED: It's not luck; it's gumption. We don't think with our boots as traps do. Example In the words of Breaker Morant, 'There are things adrift here … alien to justice.' (Kenneth Ross Breaker Morant, act 1, scene 13) reference list already, then add plays to your list. You can also add reviews of plays to the list. Citing plays Use the edition of the play you cited. If the play was written well before the edition, place the original date in parentheses with the edition's publishing date. Rule: Author A (Year of Original Publication/Year of Edition) Title of play: subtitle of play, Name of Publisher of Edition, Place of Publication. Use the author–date system for in-text citations in documents with a reference list. Include a page number after a colon if you're citing a specific page. Use the original and edition dates if citing an old work. Citing reviews of plays Follow the rules of citation for the source (for example, a newspaper) that published the review. Use italics for the title of the play. Rule: Reviewer R (Day Month Year) 'Title of review: subtitle of review' [Review of Title of work by Creator], Name of Blog, Newspaper or Magazine, accessed Day Month Year. Reference poem titles and parts of poems Style for references to poem titles depends on how the poem was published. Refer to parts of poems using the right kind of punctuation. Example Murray-Smith J (2002) Rapture, Currency Press, Sydney. Ross K (1979) Breaker Morant: a play in two acts, Edward Arnold Pty Ltd, Melbourne. Yeats WB (1892/2018) The Countess Cathleen: a play, CreateSpace Independent Publishing Platform, Scotts Valley. Example (Murray-Smith 2002:5) (Ross 1979:15) (Yeats 1892/2018) Example Wilkins P (5 April 2019) 'How to rule the world a timely reminder of issues facing the nation' [Review of How to rule the world by Nakkiah Lui], The Canberra Times. Wakelin O (25 January 2019) 'Review: The big time, Ensemble Theatre' [Review of The big time by David Williamson], ArtsHub, accessed 18 December 2019. Use quotation marks for titles of poems Enclose titles of poems in quotation marks. If the title is part of a quotation, enclose it in double quotation marks. Italicise titles of poems published as books Poems can be published as a freestanding work in book form. In this case, follow the citation rules for books. Use italics for the poem's title. This means you italicise the titles of verse novels as you do for prose novels. Capitalise and punctuate the title of a poem as the author does A poem's title is part of its artistic integrity. Apply the author's own style for capitalisation and punctuation. If the title is all lower case or all upper case, follow suit. If you're unsure of the author's style, write the titles of poems using sentence case. Sentence case can usually replace title case (maximal capitalisation), which is often a publishing style rather than an artistic choice. Italicise titles of filmpoems Filmpoems are a combination of images and poetry (spoken or written) watched on a screen. Filmpoems also include people reciting poetry onscreen. Sometimes filmpoems have other names, such as 'poetryfilms', 'videopoems' or 'screen poetry'. Italicise titles of filmpoems and use the original capitalisation and punctuation. Example MJ decided his draft was 'huddled in clichés' like the writer's words in Gwen Harwood's poem 'Critic's nightwatch'. Melanie Mununggurr-Williams's performance of 'I run …' is available to watch on YouTube. 'Have you read "Sun orchids" by Douglas Stewart?' asked Hayley. Example Sky saga: a story of Empire airmen by Thomas White is a tribute to the men of the Empire Air Training Scheme. Les Murray wrote Fredy Neptune: a novel in verse in 8-line stanzas. Example Sue Nicholls's anthology includes 'The Moment', 'those black sunglasses' and 'Joan (ii)'. George Ade's poem 'R-E-M-O-R-S-E' begins with the lines, 'The cocktail is a pleasant drink, / It's mild and harmless, I don't think.' Example Use the first lines of untitled, published poems Some poems do not have titles. They often become known by their first line and are usually cited that way. Even if the poem isn't well known, use the first line as a title for untitled poems. The aim is to give readers enough information to find the poem. Use quotation marks as you would for other titles. Capitalise the line as it appears in the poem. Describe untitled, unpublished spoken word poems The nature of spoken word and performance poetry means the text often isn't published. Give people enough information to appreciate and identify the poem. It's possible a performance was recorded. To help people find it online, name the poet and the event, or quote some of the poet's words. Use italics for titles of anthologies and other collections If a poem is part of a published collection, italicise the title of the collection and use sentence case. Use quotation marks for the poems in the collection. Use a forward slash to show line breaks in poems Separate lines of poetry in a sentence with a forward slash. Insert spaces around the forward slash. If there's a line break in your text, it can occur before or after the slash. The videopoem Dog Daze is the work of Adelaide poet and former anatomy professor Ian Gibbons. Example Birmingham included his sonnet 'I am very bothered when I think' in the collection titled Paper aeroplane: selected poems 1989–2014. Arthur Buller wrote 'There was a young lady from Bright', a limerick about relativity. Example Arielle Cottingham's performance at the 2016 Australian Poetry Slam began with the words, 'History is an ocean'. Zaynab Farah's mother is at the centre of her poem, which explores the 'why' of society's response to difference. She performed it at the 2019 Australian Poetry Slam. Example '(Because I am a daughter) of diaspora' appeared in Eunice Andrada's collection Flood damages. Example Challenged to quote some Slessor, Rita responded in a flash, 'In Melbourne, your appetite had gone, / Your angers too; ...' Use in-text citations for quotations from poems In government writing, mentioning the poet and the title of the poem is usually enough. Always cite quotations in text. Follow the quotation with the poet's name in roman type and the title of the poem in quotation marks. Use the poet's full name, unless people can identify the poet by the surname alone. Use divisions if they are available Use lower case and numerals for divisions. Divisions are cantos, verses, stanzas and lines marked and numbered on the text of some longer, older poems. Divisions are the same for all editions of these poems. This means that people who want to read a quotation in context can use divisions to find the quotation in any edition. If a poem does not have divisions, use a reputable online version and hyperlink the poem's title. Users can then search to find the cited lines on the webpage.

For subsequent citations, you can use just use the division numbers, without the words 'part', 'verse' or 'lines'. Hyperlinked citations are an option for digital content. Include poems if you're using a reference list You don't need to create a separate reference list to cite poems, but if you have a reference list already, then add poems to your list. Use the edition of the poem you cited. If the poem was written well before the edition, place the original date in parentheses with the edition's publishing date. Rule: Author A (Year of Original Publication/Year of Edition) 'Title of poem: subtitle of poem', Name of collection, Name of Publisher of Edition, Place of Publication. Example As David Malouf wrote in 'As Living Is', 'As living is / or Life as we call it / Neither perfect / nor plain …' The poet wrote '… There was enough space, enough / suddenness, as if everything might stay in reach.' (Martin Harrison 'Tasmania') Example Here are 2 of the most famous – and misquoted – lines in poetry. 'Water, water, every where, / Nor any drop to drink.' (Coleridge The Rime of the Ancient Mariner, part 2, verse 29, lines 121–2). Example (Coleridge The Rime of the Ancient Mariner, 2.29.121–2) (Coleridge The Rime of the Ancient Mariner) As in text, use the original capitalisation of the poem in the reference list entry. Use the author–date system for in-text citations in documents with a reference list. Include a page number after a colon if you're citing a specific page. Use the original and edition dates if citing an old work. Cite Shakespeare's poetry correctly William Shakespeare wrote 154 sonnets and other poetry. Sometimes people cite the songs from Shakespearean plays as verse. Each sonnet has a number (not a title). The number is a division number that remains the same across editions. To cite the sonnets use either: Sonnet X the first line in quotation marks, as for other untitled poems. Example Poe EA (1845/2012) The raven, Arcturus Publishing Limited, London. [Old poem] Harrison M (2008) Wild bees, University of Western Australia Press, Crawley. [Book of poetry] Taylor A (1982) 'The cool change', Selected poems, University of Queensland Press, St Lucia. [Poem in a book] Grono W (1973) 'A Postcard from Perth', in Hewett D (ed.), Sandgropers: a Western Australian anthology, University of Western Australia Press, Nedlands. [Poem in an edited book] Dong-Jip Shin (1974) 'Ordinary autumn evening', Best loved poems of Korea, (Ko Ch'ang-su, trans.), Hollym International, Republic of Korea. [Translated poem in a book] White TW (1944) Sky saga: a story of empire airmen, 2nd edn, Hutchinson & Co., Melbourne. [Long poem] Harwood G (1963) 'Critic's nightwatch', Poems, Poem Hunter website, accessed 18 December 2019. [Poem on a website] Example (Poe 1845/2012) (Harrison 2008:133) (Grono 1973) (Dong-Jip Shin 1974:133) (White 1944) Example Shakespeare's Sonnet 116 contains lines often read during marriage ceremonies '… love is not love / Which alters when it alteration finds, / Or bends with the remover to remove.' Shakespeare's 'Let me not to the marriage of two minds' is a popular reading at wedding ceremonies. Use italics for Venus and Adonis and The rape of Lucrece. They are available as freestanding publications. Use quotation marks for Shakespeare's other poetic works. Treat nursery rhymes, fairy tales and fables like books If a nursery rhyme, fairy tale or fable is published individually as a book or dramatic work, use italics for the title. If they are part of a collection, use italics for the collection but quotation marks for individual works. Treat individual works as you would a chapter in a book. Use sentence case. For direct quotes, include the author and date, if known. If the date isn't known, use the title. Use 'Anon' if the author is unknown. Release notes The digital edition expands information about citing plays and poetry. It includes works the sixth edition did not, such as nursery rhymes, fairy tales and fables. The Content Guide did not have guidance on plays or poetry. Example 'A lover's complaint' is Shakespeare's shortest narrative poem. Portia's musicians sing 'Tell me where is fancy bred' (Shakespeare The merchant of Venice, 3.2.63–72). Example The country cousin is a 1936 Disney animated film based on Æsop's fable 'The town mouse and the country mouse'. Children like the pictures in The Australian fairy tale of the three koala bears and little Goldilocks. Maurice Sendak illustrated the Grimms' tale The juniper tree. 'Toast for Tommy' was first published in Thomas Gunn's Bush nursery rhymes in 1920. Example Ashley said she felt like those lizards in a nursery rhyme who'd had their tails removed by 'a cunning fish' (Anon. 'Three lizards went down to a water pool'). Among other lessons, Æsop's fables teach us that 'it is easy to despise what you cannot get' (Æsop 'The fox and the grapes').

About this page References Æsop (1909–1914) 'The fox and the grapes', Æsop's fables, Bartleby website, accessed 11 January 2020. Ade G (1866–1944) 'R-E-M-O-R-S-E', Poems, Poem Hunter website, accessed 18 December 2019. American Psychological Association (2020) '10.2: Books and reference works', Publication manual of the American Psychological Association, 7th edn, American Psychological Association, Washington DC. Ewart G (ed) (1980) The Penguin book of light verse, Penguin Books Ltd, Harmondsworth. Harwood G (1963) 'Critic's nightwatch', Poems, Poem Hunter website, accessed 18 December 2019. Hetherington P (2019) Advice on style for poetry titles [unpublished training materials], University Of Canberra International Poetry Studies Institute, Canberra. Holden R (1992) Twinkle, twinkle, Southern Cross: the forgotten folklore of Australian nursery rhymes, National Library of Australia, Canberra. Hollander J and Kermode F (eds) (1979) The Oxford anthology of English literature: the literature of Renaissance England, Oxford University Press, New York. Malouf D (2018) An open book, University of Queensland Press, St Lucia. Monash University Sir Louis Matheson Library (2013) In fairy land: an exhibition of fairy tale books from the Rare Books Collection [online exhibition catalogue], 6 March to 7 June 2013, Monash University, Clayton, accessed 13 January 2020. Noonan JJ and Atwell HJW (1968) The genius of poetry, Jacaranda Press, Milton. Richards IA (ed) (1950) The portable Coleridge, Penguin Books, Harmondsworth. Ross K (1979) Breaker Morant: a play in two acts, Edward Arnold Pty Ltd, Melbourne. Seymour A, Stewart D and Porter H (1963) Three Australian plays, Penguin Books, Victoria. Shakespeare W (1609/1964) The sonnets (Barnet S ed), New American Library, New York. Shakespeare W (1600/1967) The merchant of Venice (Moelwyn W ed), Penguin Books Ltd, Harmondsworth. Slessor K (1901–1971) 'Five bells', Poems, Poem Hunter website, accessed 18 December 2019. Stavanger D and Te Whiu AM (2019) Solid air: Australian and New Zealand spoken word, University of Queensland Press, St Lucia. Last updated This page was updated Wednesday 5 July 2023. https://www.stylemanual.gov.au/referencing-and-attribution/author-date/works-art Works of art Cite works of art using the author–date system. Attribute artwork with correct references to help people find the source and relevant information. Cite works of art correctly Works of art include: paintings, drawings, prints, sculptures and ceramics other physical artworks such as street and neon sign art ephemeral and performance artwork antiquities – objects from ancient times such as coins and pottery posters, maps, clip art, photographs and cartoons digital art – art created using technology such as video, computer or laser beam. You might need to

reference works of art for exhibitions and programs or when using decorative images in digital content. The reference must: provide all the information someone needs to identify the work properly comply with copyright laws. Examples of in-text citations and reference lists on this page follow the author–date system, as this is the most common way of citing works of art in government content. Copyright requirements You must attribute copyright material you reference. This includes images and works of art. Include all the details required by open access licences (read how to attribute Creative Commons). Read the government copyright rules in the Australian Government intellectual property manual. Classics Musical compositions Plays and poetry Works of art Documentary–note Legal material Shortened forms used in referencing Prioritise accessibility Images, including works of art, may be inaccessible to: people who have low vision people who use screen readers to access content users of mobile phones. When including images of art in content, ensure they: are sized for easier viewing will display correctly on mobile phones or other small screen devices can be made larger by people, without loss of content or functionality include alt text so that descriptions of the image can be read by screen readers or mobile users wishing to limit data usage. Use of the author–date system also improves accessibility. It places references within the main text so there is no need for superscript reference markers. This helps make references readable for screen readers and more accessible to mobile users. Accessibility requirements Only include images on a page if they meet a real user need. Prepare short alt text for images and describe the relevant features of the work of art in the discussion to explain the relevance of the image. WCAG quick reference: Non-text content – level A Use italics and sentence case for artwork titles Italicise the titles of individual artworks and use sentence case. Sometimes the artist has made a different typographic choice for the title. If so, follow the capitalisation of the original. Include any numbers or punctuation in exactly the same way as the artist does. From the second mention, you can use a shortened version of the name if it makes sense. If the title is in another language, write it in that language. Use the exact spelling. You can include the English translation of the title. Example Margaret Olley's Portrait in the mirror is one of her notable works. Portrait is usually included in retrospectives of Olley's work. Parliament's forecourt mosaic is based on Michael Nelson Jagamara's Possum and Wallaby Dreaming. Robinson won the Wynne Prize for Creation landscape – earth and sea. Creation is a stunning example of Robinson's Other titles of artworks Sometimes people call works of art by a name other than that given to them by the artist. Italicise the informal names of artworks in the same way that you would with the formal titles. Untitled works Sometimes an artist may choose to call a work 'Untitled' or not give it a name. Write 'Untitled' in italics with an initial capital letter. Include the year of production and the artist's name. You might not be able to find the year of production. In this case, include the artist's name and the medium of the work in square brackets. Use title case and italics for artwork series An individual artwork is sometimes part of a series. Write the titles of series of unique works of art in italics. Use title case (maximal capitalisation). Write the titles of the individual works of art in the series in italics, too. Capitalise and punctuate according to the original title. Modern works in a series might not use capital letters at all. understanding of light. William Yaxley used mandarin peel in his sculpture, The mangrove monster no. 2. Bessie Davidson's Fleurs (flowers), completed in 1942, was sold in 2017. Example Jackson Pollock titled his 1952 work Number 11 before it became known as Blue poles in a 1954 exhibition. Example Hunter's Untitled (1968) is part of the permanent collection in the Museum of Contemporary Art. Dinh's Untitled [oil on hardboard] was recently purchased for a private collection. Example The exhibition included Coffin with flowers and potter's wheel with landscape decoration, a drawing in the Potter series by Arthur Boyd. Sidney Nolan's Ned Kelly series is currently touring Australia. Ned's sister Margaret features in one of the works, Quilting the armour, painted in 1947. Example flight research #6 is part of Rosemary Laing's Flight Research series. Use the details you have to cite ephemeral and performance art Ephemeral and performance art can be difficult to cite. The key points to remember are: Use the artwork's correct name in use at a particular time. Follow style rules for titles and series. For example, write the title as the artist has and use italics for published works. Include context and details about the artwork to help people understand the work. It's important to include detailed information because: changing technology blurs the line between art forms and results in new art forms art forms change name and format the phrase 'work of art' includes the use of social media by the artist to discuss the artwork the term 'art' may extend to and include the discussion of a work of art on social media. Use roman type for exhibition titles Write the titles of exhibitions in roman type and use the same capitalisation as the museum or gallery uses. Use italics for titles of exhibition catalogues The titles of exhibition catalogues usually have the same name as the exhibition. Treat catalogues as books. Write catalogue titles in italics and use sentence case for the title. Exhibition catalogues in a reference list Example Wrapped Coast, One Million Square Feet, Little Bay, Sydney, Australia was a work undertaken by artists Christo and Jeanne-Claude in 1968 and 1969. They used erosion-control fabric and polypropylene rope to wrap the coastline of Little Bay, where it remained for 10 weeks. Originally called Packed Coast, sale of preparatory drawings funded the project. Example Cai Guo-Qiang's Heritage (2013) is part of GOMA's Water exhibition. The Asia Pacific Triennial attracts visitors from all over Australia. Example The Philip Bacon Galleries produced a catalogue named Important Australian paintings. It accompanied the 2011 exhibition of the same name. [The exhibition name is 'Important Australian Paintings'.] Include the name of the exhibition and the format of the catalogue in the reference list. After the title of the exhibition, include the full start and end dates for the exhibition. Rule: Author or Gallery Name (Year) Title of exhibition [format], Day Month Year of exhibition, Publisher, Location of Gallery. For online catalogues, hyperlink the title of the catalogue and include an accessed date. If the catalogue is a PDF, link to the page where the PDF is hosted, instead of to the PDF. If you can't link to a host page, include 'PDF' in square brackets after the format information. Rule: Author or Gallery Name (Year) Title of exhibition [format] [PDF], Day Month Year of exhibition, Publisher, Place, accessed Day Month Year. Include artwork details in captions Websites, catalogues, brochures and books often include details of artworks. The style and details may vary depending on the publication and context. Use common abbreviations where possible, and be consistent. Captions with images of artworks in digital content If your content features an image of an artwork, it must accompanied by a caption with: the full details of the work of art copyright and permission information, if necessary. Rule: Creator Full Name (Year) Title or description of work [medium], Website, Exhibition or Gallery, Location of Gallery, © Creator, courtesy: Creator or Gallery, accessed Date Month Year. Captions for artworks in collections, exhibitions and catalogues Captions

appear as labels beside artworks that are hung in exhibitions and collections. They also Example Philip Bacon Gallery (2011) Important Australian paintings [printed exhibition catalogue], 31 May to 25 June 2011, Philip Bacon Galleries, Brisbane. Example Campbell H (2010) Colour, rhythm, design: wood & lino cuts of the 20s and 30s [online exhibition catalogue], 13 March to 11 July 2010, Art Gallery of NSW, Sydney, accessed 23 February 2020. Example Megan Cope (1982) Quandamooka people [hand-cast concrete oyster shells, copper slag, foam support structure], RE FORMATION 2019, Australia, © and image courtesy: Megan Cope. Angela Tiatia (2015) Holding on [still], Sullivan + Strumpf Gallery, Sydney, © Angela Tiatia, courtesy: Sullivan + Strumpf Gallery. support images of artworks in exhibition catalogues. The caption includes specific information about the work and the artist as well as the name of the museum or gallery. For each collection, exhibition or catalogue, use either a long or short caption style and use that style consistently. If it's a solo exhibition, don't include the artist's name on each artwork. Write long captions in this order: artist title of artwork year of creation of the artwork medium size name of museum/gallery date of acquisition location of museum/gallery whether the work is part of a bequest. Write short captions in this order: artist year of creation of the artwork title of artwork medium name of museum/gallery location of museum/gallery. Example Sidney Nolan Snake (Rainbow Serpent), 1970–72 9.14 x 45.72 metres, ink, dye, and wax crayon on card Museum of Old and New Art, Hobart, Tasmania © The Trustees of the Sidney Nolan Trust Eveline Kotai 3 x 3 x 3, 1998–99 Susanne Castleden, printer stencil artist's proof, published state edition of 39; plus artist's proofs sheet 27.0 (h) x 27.0 (w) cm National Gallery of Australia, Canberra Gordon Darling Australasian Print Fund Example Nolan S (1970–1972) Snake (Rainbow Serpent) wall painting Mention the name of the museum or gallery in text When you write about artwork, include the name of the institution that holds the work in its collection. List artworks after the main reference list For in-text citations, include the artist, year of creation and title of the artwork in parentheses. Depending on the type of publication, you might include other details (such as the medium or format). Include the full source information in a list of artworks after the reference list. Rule: Creator C (Year) Title or description of work [medium], Website, Exhibition or Gallery, Location of Gallery, accessed Date Month Year. Release notes The digital edition includes new information about how to cite works of art. It expands on sixth edition guidance with information about catalogue details; and how to caption artworks in digital content, or for collections, exhibitions and catalogues. The Content Guide did not have specific information on citing works of art. About this page References Museum of Old and New Art, Hobart Kotai E (1998–1999) 3 x 3 x 3 stencil print National Gallery of Australia, Canberra Example The Sydney Nolan Gallery in MONA houses Snake, a 46-metre artwork by Sydney Nolan. Example The collection includes Long (The spirit of the plains 1897). [In-text citation] Long S (1897) The spirit of the plains [painting], Queensland Art Gallery, Brisbane, Australia. [Reference list entry] American Psychological Association (2020) '10.14: Visual works', Publication manual of the American Psychological Association, 7th edn, American Psychological Association, Washington DC. Artspace Editors (15 April 2014) 'From AbEx to ZKM: Our guide to the acronyms of the art world', Artspace, accessed 22 January 2020. Kennard S and Mitchell B (2019) Artlines: Issue 4, GOMA, South Brisbane. Monash University (2020) 'Citing and referencing: ephemera', Library guides, Monash University website, accessed 22 January 2020. National Gallery of Australia (n.d.) Text style guide for gallery writers (publications) [internal style guide], National Gallery of Australia, Canberra. University of Chicago (2017) '14.235 Citing paintings, photographs and sculpture', Chicago manual of style, 17th edn, University of Chicago Press, Chicago. Last updated This page was updated Wednesday 14 June 2023. https://www.stylemanual.gov.au/referencing-and-attribution/documentary-note Documentary–note The documentary–note system uses a symbol or number in the text to mark detailed references in footnotes or endnotes. Choose this system only if it best suits the mode of publishing content and user needs. Place a reference marker in text, link it to details in a note The documentary–note system uses: superscript reference markers – numbers or symbols – in the text footnotes or endnotes with the full information about the source. Each note has the corresponding superscript reference marker before it. Users find the note by matching the number or symbol. In digital content, the reference markers can be hyperlinked to help users access the note. Accessibility requirements Reference markers and footnotes can be inaccessible to: people who have low vision people who use screen readers to access content users of mobile phones. If using reference markers and footnotes, ensure they: are sized for easier readability will display correctly on mobile phones or other small screen devices can be made larger by users without loss of content or functionality can be read by screen readers. Seek specialist advice to ensure you achieve this functionality. You can also increase accessibility by using the author–date system, which places references within the main text and uses fewer symbols. Legal material Shortened forms used in referencing Example Other researchers reported similar results. [In-text citation] AB Smith, 'Abbreviations in scientific content', Scientific Communication Studies, 2019, 23(4):1– 12. [The corresponding note] 1 1 Use notes for the sources you cite in the text. All other sources can be listed in a section called 'More reading' or 'More information'. This list should appear at the end of a page of digital content, or at the end of a section in print. Copyright requirements You must attribute copyright material you reference. This includes text, images, video and sounds. Include all the details required by open access licences (read how to attribute Creative Commons). Read the government copyright rules in the Australian Government intellectual property manual. Footnotes and endnotes Footnotes are at the end of a page. Endnotes are at the end of a section, chapter or document. Use the heading 'Notes' for footnotes in digital content and for endnotes. Don't use a heading for footnotes in print-only publications. Footnotes Footnotes are preferable for digital content, which has no set page length. The user can find the source information on the page they're accessing. In print, footnotes work well if you only have a few citations. If you have many citations, the footnote section at the bottom of the page can become quite long. This leaves you with little space on the page for content. Endnotes Endnotes work better for print, which has a set page length, because they don't take up space on a page. In print, if you have sections written by different authors or on different subjects, include a list of endnotes at the end of each section. This helps users who are only interested in one section and keeps lists of notes manageable. Use numbers for reference markers in most content Use reference numbers instead of symbols in most content. Numbers are easier for users to match and they're in an intuitive sequence. In content that uses a lot of citations, restart numbering on each page of digital content or in each section of a document. Symbols Reference symbols are best for content with many numbers, such as content with

mathematical equations. Use symbols if there's a risk that users will confuse superscript numbers for exponents. Reference symbols can be especially difficult for screen readers to read or link to. Symbols can affect readability unless a user changes default settings (verbosity settings). By default, screen readers won't necessarily read the symbols by their names – for example, 'asterisk' can be announced as 'star'. This can affect people's ability to quickly understand the reference markers. If this will be an issue for your users, especially in digital content, use the author–date system instead. Footnotes and symbols If you use symbols, use footnotes instead of endnotes. It's easier for users to match symbols if they're closer together. Order of reference symbols Use the symbols in this order: * (asterisk) † (dagger) ‡ (double dagger) § (section sign) # (hash sign). Restart the symbols on each page. If you have more than five notes on a page, double the symbols (**, ††). Put reference markers in the right place Putting reference markers in the right place helps users find references without interrupting their reading. In digital content, hyperlink the reference marker to help users access the note. Reference markers for in-text citations Place reference markers immediately after quoted material, or after phrases, clauses or sentences. Don't interrupt a phrase or clause with a reference marker. Like this $2x2 - 2x + 12 = 16$* Not this $2x2 - 2x + 12 = 16$[1] Place reference markers after commas and other sentence punctuation. Reference markers for endnotes and footnotes Place reference markers before the footnote or endnote. Add a single space between the reference marker and the beginning of the reference. More than one reference marker Don't use more than one reference marker in the same place, such as when citing 2 works. Instead cite both works in one footnote or endnote, separating the entries in the note with a semicolon. Like this Other researchers reported similar results.[1] Not this Other researchers reported similar results. [1] Like this Other researchers reported similar results.[1] Not this Other researchers reported similar results . [1] Example AB Smith, CD Jones and EF Baker, 'The new science of widgetry', Theoretical Studies, 2019, 23(4):121–132. [4] Like this Other researchers reported similar results. [In-text citation] AB Smith, CD Jones and EF Baker, 'The new science of widgetry', Theoretical Studies, 2019, 23(4):121–132; D Jackson, X Li and P Chandran, 'Safety and equity', Psychological Science Australia, 2018, 2(3):223–240. [The note runs 2 citations together using same reference marker.] [1] [1] Not this Other researchers reported similar results.[1,2] Order the elements of each reference in a note Format all notes consistently to help users find the source. Elements in a note Citations in notes will have different elements depending on the type of source. For example, when citing a book, include the name of the publisher. When citing a website, include the date you accessed it. The general order is: 1. author or authoring organisation's name 2. title 3. publisher 4. publishing date 5. accessed date (for digital content). If you cite the same work more than once, give it its own reference marker. In the notes, use a shortened form of the citation after the first mention, instead of citing the full source again. Short forms include only the author's family name (or authoring organisation name) and the title of the source. If you're using endnotes at the end of each section, use the long form of the reference note the first time you cite the work in that section. Some elements have shortened forms used in referencing. Use the shortened form when appropriate. Don't use the Latin abbreviations 'ibid.', 'op cit.' or 'loc cit.' for repeated citations. Follow the examples of documentary–note citations. Personal author names Write the initials of given names before writing the family name of the authors, editors or translators. Use the original spelling for all author names. Don't separate initials with full stops. Write this AB Smith Not this Smith, AB A.B. Smith Short citations include only the author's name and the title. Don't include initials in short citations. More than 2 authors Shortened forms include up to 2 author family names. When you have more than 2 authors, use the Latin term 'et al.' (meaning 'and others') in short citations. Don't use italics for 'et al.'. Organisation as author If the author is an organisation, short citations use the shortened form of the organisation's name. The first note to cite the organisation as author gives the name in full, and introduces the shortened form. Government names that have changed Organisations change names over time. Use the name that appears on the source. For example, the Services Australia annual report for 2016–17 has the author as the Department of Human Services. That was the name of the agency at the time, so use Department of Human Services as the author when you cite the report. Shortened forms and abbreviations of organisations' names If you have used the shortened form of an organisation's name in your content, use it in your references. Use the shortened form followed by the spelt-out version in parentheses. Use the shortened form in subsequent references. Example D Eades, Aboriginal ways of using English, Aboriginal Studies Press, Canberra, 2013. [Full citation] Eades, Aboriginal ways of using English. [Short citation] Example T Kelleher, M Edmunds and L Ormston, 'Conversational voice', Journal of Communication, 2009, 59(1):172–188, doi:10.1111/j.1460-2466.2008.01410.x. [Full citation] Kelleher et al., 'Conversational voice'. [Short citation] Example Oxford University Press (OUP), New Oxford style manual, Oxford University Press, Oxford, 2016. [Full citation] OUP, New Oxford style manual. [Short citation] Example Only use a shortened form of an agency's name if the agency uses it regularly. For example, the Australian Public Service Commission regularly uses the initialism 'APSC', so use it after the first mention and in the references. Often, an organisation's name is both the author of the webpage and the name of the website. To avoid repetition of long names, use the shortened form for the name of the website after the title. Do this even if you have not introduced the shortened form before. Style and spell titles consistently Use capitals, italics and punctuation consistently in all cited titles. Follow the rules in the examples of documentary–note citations: Capitalise all proper nouns, the names of periodicals and the first word of the title or type of work. Use lower case for all other words. Use commas to separate elements. Use a full stop at the end of the reference. Use italics for the formal title of a complete published work. Don't use italics if the reference is: a book chapter an article a poem an episode a page that is part of a series or a similar division. If it's part of a publication, use single quotation marks around the title and use italics for the name of the series, book or periodical. DFAT (Department of Foreign Affairs and Trade), Fact sheets for countries and regions – India, DFAT, 2018, accessed 9 July 2021. Like this Australian and New Zealand Spatial Information Council, Place names, ANZLIC website, n.d., accessed 5 December 2019. Not this Australian and New Zealand Spatial Information Council, Place names, Australian and New Zealand Spatial Information Council website, n.d., accessed 5 December 2019. Example Use the original spelling for all titles and periodical names. This includes retaining misspellings and using any American spelling variations. 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citations. The hyperlink in the full citation is enough. Short citations don't include any subtitles. Works without a date For works without a date, write 'n.d.' instead of the date of publication. Works that need the full date of publication J Mackenzie, The editor's companion, 2nd edn, Cambridge University Press, Melbourne, 2011. [The italicised title is for a complete published work.] J Yik, 'Changing Australian medicine names', Australian Prescriber, 1 June 2017, accessed 5 December 2019. [The reference is to a title for part of a publication (a periodical).] Example S Bishop and F Back, 'Organizational issues and color-coding', Journal of Pediatric Science, 2020, 4(2):22–25. ['Organizational' is an American spelling.] Example S Laurence, 'Number and natural language', in P Carruthers, S Laurence and S Stitch (eds), The innate mind: structure and contents, Oxford University Press, New York, 2005. [Full citation] Laurence, 'Number and natural language'. 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