Using the APA referencing style in EndNote

Not all of the reference types in “An abridged guide to APA Referencing Style” by the Academic Learning Centre (ALC) match the EndNote Reference Types by name. This table is designed to help you match the reference types in the ALC referencing guide to the ones in EndNote.

Notes on author & editor names:

- Names need to be listed one under the other in the name fields.
  - If you are typing the reference, hit the Enter key after each name to create a new line for the next name.
  - If you exported a record from a database and the names are all on one line, you will need to edit it. Insert the cursor in front of the name you need to move and hit Enter to move it to a new line.

- When the author or editor is an organisation or government department or university
  - Put a comma at the end of the full name of the organisation. This tells EndNote to treat the organisation name as a family name and makes it display correctly in the in-text citations and reference.
  - If the organisation name already has one or more commas in it, put a second comma directly after the first one to make the name display properly in your in-text citations and reference list.

Usage notes for this guide

- Instructions are only for when the field you need to use is not obvious, or when you need to add information to the field in a certain way. Things like “Put the URL into the URL field” are not included.
- The “In EndNote” notes refer to how to use the fields in the EndNote record.
- The “After converting your document to plain text” notes refer to further editing you will need to do to your reference list after you have converted your document to plain text ready for submission.
<table>
<thead>
<tr>
<th>For this type in the ALC APA style</th>
<th>Use this EndNote reference type</th>
<th>Usage notes</th>
</tr>
</thead>
</table>
| Advertisement on TV               | Online Multimedia               | **In EndNote:**  
Put the year into the Year field, and the month and day into the Date Accessed field. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the title of the advertisement into the Series Title field so that it is italicised in the reference.  
Put the medium, e.g. Video file, into the Type of Work field.  

**After converting your document to plain text:**  
Remove (Producer) from after the author name. |
| App                               | Computer Program                | **In EndNote:**  
Type the version number into the version field and EndNote will add "Version" in front of the number.  
Put the software type, e.g. Mobile application software, in to the Type field. |
| Artistic work – no author         | Online Multimedia               | **In EndNote:**  
Put the title of the work into Series Title so that it will be italicised.  
Put the type of artwork into the Type of Work field.  

**After converting your document to plain text:**  
Delete the space and full stop from in front of the year. Move the year in brackets to after the type of work. Delete the full stop after the title, and add a full stop after the type of work. Add the retrieval date if required. |
| Artistic work                     | Online Multimedia               | **In EndNote:**  
Put the title of the work into Series Title so that it will be italicised.  
Put the type of artwork into the Type of Work field.  

**After converting your document to plain text:**  
Remove (Producer) from after the artist's name. Add the retrieval date if required. Move the full stop after the title to after the type of work. |
| Atlas – no editor                 | Book                            | **After converting your document to plain text:**  
Remove the full stop and space from in front of the atlas title. |
<p>| Atlas – with an editor            | Edited Book                     | |</p>
<table>
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| Audio podcast                     | Podcast                        | **In EndNote:**  
|                                   |                                | Put the year into the Year field. Use the Date field for the Month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
|                                   |                                | Put the title into the Title of Podcast field.  
|                                   |                                | Put the Author/performer name in to the Producer field. Use 2 commas after the family name to make it display properly in the reference, e.g. Smith,, John.  
|                                   |                                | Put Audio podcast into the Type field.  
|                                   |                                | **After converting your document to plain text:**  
|                                   |                                | Remove (Producer) from after the author name. |
| Australian Bureau of Statistics Report – online | Report | **In EndNote:**  
|                                   |                                | Put the catalogue number e.g., cat. no. 2024.0, into the Report Number field. |
| **B**                             |                                | **In EndNote:**  
| Blog                              | Blog                           | Put the name of the poster into the Author field.  
|                                   |                                | Put the year into the Year field. Use the Last Update Date field for the month and the day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
|                                   |                                | Put the type, e.g. Blog post, or Blog comment, into the Description field. |
| Book – One volume of multi-volume work | Book               | **In EndNote:**  
|                                   |                                | Put the edition, e.g. 2nd, or 3rd Australian, into the Edition field.  
|                                   |                                | EndNote will insert ed. after it and add the brackets.  
|                                   |                                | Put the volume number, e.g. 5, into the Volume field. EndNote will add Vol. and the punctuation. |
| Book – 1 to 7 authors             | Book                           | **In EndNote:**  
|                                   |                                | **After converting your document to plain text:**  
|                                   |                                | **In EndNote:**  
|                                   |                                | Put ca. in front of the year in the Year field, e.g. ca. 2018  
|                                   |                                | **After converting your document to plain text:**  
|                                   |                                | EndNote always uses round brackets for the year. Change these to square brackets. |
| Book – 8 or more authors          | Book                           | **In EndNote:**  
|                                   |                                | **After converting your document to plain text:**  
|                                   |                                | EndNote puts the right number of author names into the reference, but uses an ampersand (&). You will need to change this to an ellipsis (...). |
| Book – Approximate date only can be established | Book               | **In EndNote:**  
|                                   |                                | **After converting your document to plain text:**  
|                                   |                                | EndNote puts the right number of author names into the reference, but uses an ampersand (&). You will need to change this to an ellipsis (...). |
| Book – author is an institution, corporation or other organisation (corporate author) | Book               | **In EndNote:**  
<p>|                                   |                                | Put the author/s or department name/s into the author field. (See Notes on author &amp; editor names on the first page for details of how to do this.) |</p>
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| Book – No date can be established | Book                            | **In EndNote:**
|                                   |                                 | Put n.d. into the year field |
| Book – one issue or volume in an | Edited Book                     | **In EndNote:**
| edited series                     |                                 | Put the volume number, e.g. 5, into the Volume field. EndNote will add Vol. |
| Book – Second or later edition    | Book                            | **In EndNote:**
|                                   |                                 | Put edition number into field, e.g. 4th. EndNote will insert ed. after it and add the brackets. |
| Book review in an online newspaper| Electronic Article              | **In EndNote:**
|                                   |                                 | Put the year of publication, e.g. 2014, into the Year field. You only want the year to show in an in-text citation. You can use the Notes field to record the full date for when you edit the full reference later. Use the Review Item field for the review details, e.g. Review of book Last words, by B. Dickens. Italicise the title of the book that's being reviewed in the EndNote field. EndNote will add the square brackets. **After converting your document to plain text:** Add the rest of the date, e.g. December 11 after the year in the reference. If you forgot to italicise the reviewed book's title, you can do it now. |
| Brochure                          | Online Multimedia               | **In EndNote:**
|                                   |                                 | Put the author name/s into the Created by field. (Producer) will appear after the name in the reference. Put the title into the Series Title field so that it will be italicised. Put Brochure into the Type of Work field. **After converting your document to plain text:** Remove (Producer) from after the author's name. |
| Cases – online (law cases)        | Legal Rule or Regulation        | **In EndNote:**
|                                   |                                 | Put the name of the case into the Title field. Put the year into the Year field. Put the volume number (if there is one), abbreviated report name and the starting page number into the History field. Follow these with Available from and the URL, e.g. HCA55. Available from http://www.austlii.edu.au/ **After converting your document to plain text:** Italicise the case name. Change to square brackets for the year if the reports are organised by year. Remove the commas and the full stop at the end. |
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| Cases – print (law cases)          | Legal Rule or Regulation        | **In EndNote:**<br>Put the name of the case into the Title field.<br>Put the year into the Year field.<br>Put the volume number (if there is one), abbreviated report name and the starting page number, e.g. 175 CLR 479, into the History field.  
**After converting your document to plain text:**<br>Italicise the case name.<br>Change to square brackets for the year if the reports are organised by year.<br>Remove the commas from after the case name and year, and the full stop at the end. |
| Chapter in an edited book           | Book Section                    | **In EndNote:**<br>Put the page numbers, e.g. 38-50, into the Pages field. EndNote will add pp. |
| Chapter in an edited e-book – with a DOI | Electronic Book Section          | **In EndNote:**<br>For the edition, you will need to put the ordinal, e.g. 2nd, into the edition field. EndNote will add ed.<br>Put the page numbers, e.g. 38-50, into the Pages field. EndNote will add pp.<br>Put the doi into the URL field, formatted as a URL, e.g. http://dx.doi.org/10.1002/9781119466420 or http://doi.org/10.1002/9781119466420. Add a space after it so there is no full stop after it in the reference.  
**After converting your document to plain text:**<br>Italicise the book title. Remove the “Retrieved from” from in front of the doi. |
| Chapter in an edited e-book – no DOI | Electronic Book Section          | **In EndNote:**<br>For the edition, you will need to put the ordinal, e.g. 2nd, into the edition field. EndNote will add ed.<br>Put the page numbers, e.g. 38-50, into the Pages field. EndNote will add pp.<br>Add a space after the URL in the URL field of EndNote so there is no full stop after it in the reference.  
**After converting your document to plain text:**<br>Italicise the book title. |
| Conference paper – online          | Conference Paper                | **In EndNote:**<br>Put title of the paper into the Title field.<br>Put the conference name into the Conference Name field.  
**After converting your document to plain text:**<br>Add “Retrieved from” in front of the URL after converting the document to plain text |
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| Conference paper in published proceedings – online | Electronic Article | **In EndNote:**  
Put the title of the paper into the Title field.  
Put the title of the proceedings into the Periodical Title field.  
Put the page numbers into the Pages field. |
| Conference paper in published proceedings – print | Book Section | **In EndNote:**  
Put the title of the paper into the Title field  
Put the title of the proceedings into the Book Title field |
| Coroner’s Report | Report | **In EndNote:**  
Put the report number e.g., COR 444/9 (0), into the Report Number field. |
| Creative work in multimedia format | Web Page | **In EndNote:**  
Put the name of the creator/editor/compiler into Author field.  
Put the title into the Series Title field so that it will be italicised in the reference.  
Use the Edition field to add details such as the volume number, e.g. (Vol.13). Use the punctuation you want displayed in the reference.  
**After converting your document to plain text:**  
Add (Ed.) or (Eds.) after the name in the reference. |
| Dictionary entry – online | Electronic Book Section | **In EndNote:**  
Put the article / entry title into the Title field.  
Put the dictionary title into the Book Title field.  
**After converting your document to plain text:**  
Remove the full stop and space from in front of the article title. Italicise the dictionary title. |
| Dictionary with author/s | Book |  |
| Dictionary with editor/s | Edited Book |  |
| Discussion group message | Blog | **In EndNote:**  
Put the name of the poster into the Author field.  
Put the year into the Year field. Use the Last Update Date field for the month and the day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the type, e.g. Discussion group message, into the Description field. |
| Document on a Government website | Report | **In EndNote:**  
Put the author/s or department name/s into the author field. (See Notes on author & editor names on the first page for details of how to do this.) |
| Document on the web | Web page | **In EndNote:**  
Put the name of the page or document into the Series Title field so that it will be italicised. |
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</thead>
<tbody>
<tr>
<td>DVD</td>
<td>Film Or Broadcast</td>
<td><strong>In EndNote:</strong>&lt;br&gt; If you use the Director field, (Writer) will appear after the name in the reference. If you use the Series Director field, (Director) will appear after the name in the reference. You can change this after converting your finished document to plain text.&lt;br&gt;Put DVD into the Medium field.&lt;br&gt;&lt;br&gt;<strong>After converting your document to plain text:</strong>&lt;br&gt;Change (Writer) and/or (Producer) after the names as needed.&lt;br&gt;Remove In. from after [DVD].&lt;br&gt;Italicise the title.</td>
</tr>
<tr>
<td>DVD – online</td>
<td>Online Multimedia</td>
<td><strong>In EndNote:</strong>&lt;br&gt;Put the name into the Created by field. (Producer) will appear after the name in the reference.&lt;br&gt;Put the Title of the film into the Series Title field so that it will be italicised.&lt;br&gt;Put DVD into the Type of Work field.&lt;br&gt;&lt;br&gt;<strong>After converting your document to plain text:</strong>&lt;br&gt;Change (Producer) after the name/s as needed.</td>
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<tr>
<td>E</td>
<td></td>
<td><strong>In EndNote:</strong>&lt;br&gt;Put the doi into the URL field, formatted as a URL, e.g. <a href="http://dx.doi.org/10.1002/9781119466420">http://dx.doi.org/10.1002/9781119466420</a> or <a href="http://doi.org/10.1002/9781119466420">http://doi.org/10.1002/9781119466420</a>, &lt;br&gt;&lt;br&gt;<strong>After converting your document to plain text:</strong>&lt;br&gt;Remove “In. Retrieved from” from after the title.</td>
</tr>
<tr>
<td>E-book – with a DOI</td>
<td>Electronic Book</td>
<td><strong>After converting your document to plain text:</strong>&lt;br&gt;Add the edition details.&lt;br&gt;Replace the “In.” after the title/edition with the type, e.g. Kindle Edition, in square brackets.</td>
</tr>
<tr>
<td>E-book – no DOI</td>
<td>Electronic Book</td>
<td><strong>After converting your document to plain text:</strong>&lt;br&gt;Add the edition details.&lt;br&gt;Replace the “In.” after the title/edition with the type, e.g. Kindle Edition, in square brackets.</td>
</tr>
<tr>
<td>E-book available via ACQUIRE</td>
<td>Electronic Book</td>
<td><strong>After converting your document to plain text:</strong>&lt;br&gt;Remove “In.” from after the title.</td>
</tr>
<tr>
<td>E-book chapter (in an edited e-book) – with a DOI</td>
<td>Electronic Book Section</td>
<td><strong>In EndNote:</strong>&lt;br&gt;For the edition, you will need to put the ordinal, e.g. 2nd, into the edition field. EndNote will add ed.&lt;br&gt;Put the page numbers, e.g. 38-50, into the Pages field. EndNote will add pp.&lt;br&gt;Put the doi into the URL field, formatted as a URL, e.g. <a href="http://dx.doi.org/10.1002/9781119466420">http://dx.doi.org/10.1002/9781119466420</a> or <a href="http://doi.org/10.1002/9781119466420">http://doi.org/10.1002/9781119466420</a>. Add a space after it so there is no full stop after it in the reference.&lt;br&gt;&lt;br&gt;<strong>After converting your document to plain text:</strong>&lt;br&gt;Italicise the book title. Remove the “Retrieved from” from in front of the doi.</td>
</tr>
<tr>
<td>For this type in the ALC APA style</td>
<td>Use this EndNote reference type</td>
<td>Usage notes</td>
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</table>
| E-book chapter (in an edited e-book) – no DOI | Electronic Book Section | **In EndNote:**  
For the edition, you will need to put the ordinal, e.g. 2nd, into the edition field. EndNote will add ed.  
Put the page numbers, e.g. 38-50, into the Pages field. EndNote will add pp.  
Add a space after the URL in the URL field of EndNote so there is no full stop after it in the reference.  
**After converting your document to plain text:**  
Italicise the book title. |
| Edited book | Edited Book | **In EndNote:**  
| | | |
| Edited book – one chapter | Book Section | **In EndNote:**  
Put the page numbers, e.g. 38-50, into the Pages field. EndNote will add pp. |
| Encyclopaedia article – online or in a database | Electronic Book Section | **In EndNote:**  
Put the article / entry title into the Title field.  
Put the dictionary title into the Book Title field.  
**After converting your document to plain text:**  
Remove the full stop and space from in front of the article title.  
Italicise the dictionary title. |
| Encyclopaedia with an author | Book | **In EndNote:**  
| | | |
| Encyclopaedia with an editor | Edited Book | **In EndNote:**  
| | | |
| Episode of a television series | Film Or Broadcast | **In EndNote:**  
Put the writer’s name/s into the Director field. (Writer/s) will appear after the name/s in the reference.  
Put the Director’s name into the Series Director field. (Director) will appear after the name in the reference.  
Put the Producer’s name into the Producer field. (Producer) will appear after the name in the reference.  
Put the episode name into the Title field and the series name into the Series Title field.  
Put Television series episode into the Medium field.  
Put the station, e.g. Stan, into the Distributor field. |
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</table>
| Episode of a television series – online | Film Or Broadcast | **In EndNote:**  
Put the writer’s name/s into the Director field. (Writer/s) will appear after the name/s in the reference.  
Put the Director’s name into the Series Director field. (Director) will appear after the name in the reference.  
There is a Producer field for the producer.  
Put the episode name into the Title field and the series name into the Series Title field.  
Put Television series episode into the Medium field.  
Put Retrieved from and the URL, e.g. Retrieved from https://www.stan.com.au, into the Place of publication field. Add a space after the URL in this field so there is no full stop after it in the reference. |
| Facebook | Blog | **In EndNote:**  
Put the year into the Year field. Use the Last Update Date field for the month and the day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put a description, e.g. Facebook page, into the Description field.  

**After converting your document to plain text:**  
Add the username, e.g. [Bill] after the author name if required.  
Add the retrieval date if there is no archived URL. |
| Fact sheet | Online Multimedia | **In EndNote:**  
Put the author name/s into the Created by field. (Producer) will appear after the name in the reference.  
Put the title into the Series Title field so that it will be italicised.  
Put Fact sheet into the Type of Work field.  

**After converting your document to plain text:**  
Remove (Producer) from after the author’s name. |
| Film/Movie | Film Or Broadcast | **In EndNote:**  
If you use the Director field, (Writer) will appear after the name in the reference. If you use the Series Director field, (Director) will appear after the name in the reference. You can change this after converting your finished document to plain text.  
Put Motion picture into the Medium field.  

**After converting your document to plain text:**  
Change (Writer) and/or (Producer) after the names as needed.  
Remove In. from after [Motion picture].  
Italicise the title. |
<table>
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<td><strong>G</strong></td>
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</tbody>
</table>
| Government debates recorded in Hansard | Web Page                        | In EndNote: 
Put a comma after the full jurisdiction name in the author field to ensure that it displays properly in the reference in EndNote. If the name already has one or more commas in it, put a second comma directly after the first one to make the name display properly in your in-text citations and reference list. 
Put the House, date and pages the Edition field, e.g. House of Representatives, 20 March 2017, 2266 |
| Government media release | Online Multimedia | In EndNote: 
Use the Created By field for the government department. (Producer) will appear after the name in the reference. 
Put the year into the Year field. Use the Date Accessed field for the Month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list. 
Put the title into the Series Title field so it will appear in italics in the reference. 
Put the Media release into the Type of Work field. 

After converting your document to plain text: 
Remove (Producer) from after the author name. |
| Government report – online / corporate author | Report                        | In EndNote: 
Put the author/s or department name/s into the author field. (See Notes on author & editor names on the first page for details of how to do this.) |
| Government report – online / individual authors | Report                        |             |
| Government report – print / corporate author | Book                          | After converting your document to plain text: 
If the report type is needed, add it after the title in square brackets. |
| Government report – print / individual authors | Book                          | In EndNote: 
Put the author/s or department name/s into the author field. (See Notes on author & editor names on the first page for details of how to do this.) 

After converting your document to plain text: 
If the report type is needed, add it after the title in square brackets. |
| **H**                             |                                 |             |
| Hansard (government debates) | Web Page                        | In EndNote: 
Put a comma after the full jurisdiction name in the author field to ensure that it displays properly in the reference in EndNote. If the name already has one or more commas in it, put a second comma directly after the first one to make the name display properly in your in-text citations and reference list. 
Put the House, date and pages the Edition field, e.g. House of Representatives, 20 March 2017, 2266 |
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| Information on a web page         | Web page                        | **In EndNote:**
|                                   |                                 | Put the name of the page or document into the Series Title field so that it will be italicised. |
| Information on the web – no date  | Web page                        | **In EndNote:**
|                                   |                                 | Put n.d. into the Year field.
|                                   |                                 | Put the name of the page or document into the Series Title field so that it will be italicised. |
| Interview on radio – transcript  | Online Multimedia               | **In EndNote:**
| online                            |                                 | Put the year into the Year field, and the month and day into the Date Accessed field. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.
|                                   |                                 | Put the Title into the Series Title field so that it will be italicised.
|                                   |                                 | Put the type of transcript into the Type of Work field. |
| iTunes or other eStore downloads  | Podcast                         | **In EndNote:**
|                                   |                                 | Put the title into the Title of Podcast field.
|                                   |                                 | Put the Author/performer name in to the Producer field. Use 2 commas after the family name to make it display properly in the reference, e.g. Smith,, John.
|                                   |                                 | Put the type of work, e.g. Audiobook, into the Type field. |
|                                   |                                 | **After converting your document to plain text:**
|                                   |                                 | Remove (Producer) from after the author name. |
| Journal article – no volume or   | Newspaper article               | **In EndNote:**
| issue number                      |                                 | Put the year of publication into the Year field. Use the Issue Date field for the season, e.g. Spring, or the name of the month and the day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list. |
| Journal article – print          | Journal Article                 | **In EndNote:**
|                                   |                                 | Add a space after the URL in the URL field of EndNote so there is no full stop after it in the reference. |
| Journal article in a database     | Electronic Book Section         | **After converting your document to plain text:**
| where articles are periodically   |                                 | Italicise the database name, e.g. UpToDate. |
| updated – no DOI                 |                                 | Insert the retrieval date, e.g. February 1, 2017. |
| Journal article online – no DOI  | Electronic Article              | If you are not converting the DOI into a URL, you can use the Journal Article type and put the DOI number in to the DOI field. |
| Journal article online – with a DOI |                                 | |
| * If you are just using the DOI as a number | | |

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</table>
| Journal article online – with a DOI | Electronic Article | **In EndNote:**  
Put the doi into the URL field, formatted as a URL, e.g.  
http://dx.doi.org/10.1002/9781119466420 or  
http://doi.org/10.1002/9781119466420,  

**After converting your document to plain text:**  
Remove “Retrieved from” from between the page numbers and doi. |
| Law Cases – online | Legal Rule or Regulation | **In EndNote:**  
Put the name of the case into the Title field.  
Put the year into the Year field.  
Put the volume number (if there is one), abbreviated report name and the starting page number into the History field. Follow these with Available from and the URL, e.g. HCA55. Available from http://www.austlii.edu.au/  

**After converting your document to plain text:**  
Italicise the case name.  
Change to square brackets for the year if the reports are organised by year.  
Remove the commas and the full stop at the end. |
| Law Cases – print | Legal Rule or Regulation | **In EndNote:**  
Put the name of the case into the Title field.  
Put the year into the Year field.  
Put the volume number (if there is one), abbreviated report name and the starting page number, e.g. 175 CLR 479, into the History field.  

**After converting your document to plain text:**  
Italicise the case name.  
Change to square brackets for the year if the reports are organised by year.  
Remove the commas from after the case name and year, and the full stop at the end. |
| Legislation | Government Document | **In EndNote:**  
Put the name of the legislation, e.g. Aged Care Act 1997, into the Title field followed by a space. This so that there is no full stop after the title in the reference.  
Put the jurisdiction, e.g. Cth in the Report Number field.  
Add a space after the URL in the URL field of EndNote so there is no full stop after it in the reference. |
<table>
<thead>
<tr>
<th>For this type in the ALC APA style</th>
<th>Use this EndNote reference type</th>
<th>Usage notes</th>
</tr>
</thead>
</table>
| Magazine article online           | Newspaper article               | **In EndNote:**  
Put the year of publication, e.g. 2014, into the Year field.  
Put the season, e.g. Spring, or the name of the month and the day into the Issue Date field. |
| Map                               | Map                             | **In EndNote:**  
Use the Cartographer field for the creator of the map.  
Put the type or series, e.g. Hardcopy geological maps, into the Type field.  
**After converting your document to plain text:**  
Add a full stop after the title. |
| Media release                     | Online Multimedia               | **In EndNote:**  
Use the Created By field for the government department. (Producer) will appear after the name in the reference.  
Put the year into the Year field. Use the Date Accessed field for the Month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the title into the Series Title field so it will appear in italics in the reference.  
Put the Media release into the Type of Work field.  
**After converting your document to plain text:**  
Remove (Producer) from after the author name. |
| Message posted to a newsgroup, online forum, or discussion group | Blog                            | **In EndNote:**  
Put the name of the poster into the Author field.  
Put the year into the Year field. Use the Last Update Date field for the month and the day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the type, e.g. Discussion group message, into the Description field. |
| Mobile App                        | Computer Program                | **In EndNote:**  
Type the version number into the version field and EndNote will add “Version” in front of the number.  
Put the software type, e.g. Mobile application software, in to the Type field. |
| Musical score for a stage show    | Music                           | **In EndNote:**  
Put the title of the musical score into the Title field. If you use the Album Title field On will appear in front of the title.  
**After converting your document to plain text:**  
Add (Composer). or (Lyricist). as appropriate after the author name.  
Italicise the title.
### Using the APA referencing style in EndNote

<table>
<thead>
<tr>
<th>For this type in the ALC APA style</th>
<th>Use this EndNote reference type</th>
<th>Usage notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newspaper article – online</td>
<td>Newspaper Article</td>
<td><strong>In EndNote:</strong> Put the year of publication into the Year field. Use the Issue Date field for the month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.</td>
</tr>
<tr>
<td>Newspaper article – online / no author</td>
<td>Newspaper Article</td>
<td><strong>In EndNote:</strong> Put the year of publication into the Year field. Use the Issue Date field for the month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.</td>
</tr>
<tr>
<td>Newspaper article – print / no author</td>
<td>Newspaper Article</td>
<td><strong>In EndNote:</strong> Put the year of publication into the Year field. Use the Issue Date field for the month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.</td>
</tr>
<tr>
<td>Newspaper article in print</td>
<td>Newspaper Article</td>
<td><strong>In EndNote:</strong> Put the year of publication into the Year field. Use the Issue Date field for the month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.</td>
</tr>
<tr>
<td>Online book review - newspaper</td>
<td>Electronic Article</td>
<td><strong>In EndNote:</strong> Put the year of publication, e.g. 2014, into the Year field. You only want the year to show in an in-text citation. You can use the Notes field to record the full date for when you edit the full reference later. Use the Review Item field for the review details, e.g. Review of book <em>Last words</em>, by B. Dickens. Italicise the title of the book that's being reviewed in the EndNote field. EndNote will add the square brackets. <strong>After converting your document to plain text:</strong> Add the rest of the date, e.g. December 11 after the year in the reference. If you forgot to italicise the reviewed book's title, you can do it now.</td>
</tr>
<tr>
<td>Online image</td>
<td>Online Multimedia</td>
<td><strong>In EndNote:</strong> Put the title of the work into Series Title so that it will be italicised. Put the type of artwork into the Type of Work field. <strong>After converting your document to plain text:</strong> Remove (Producer) from after the artist's name. Add the retrieval date if required. Remove the full stop after the title, and add one after the type of work.</td>
</tr>
<tr>
<td>For this type in the ALC APA style</td>
<td>Use this EndNote reference type</td>
<td>Usage notes</td>
</tr>
<tr>
<td>-----------------------------------</td>
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</tr>
</tbody>
</table>
| Online episode of a television series | Film Or Broadcast | **In EndNote:**  
Put the writer’s name/s into the Director field. (Writer/s) will appear after the name/s in the reference.  
Put the Director’s name into the Series Director field. (Director) will appear after the name in the reference.  
There is a Producer field for the producer.  
Put the episode name into the Title field and the series name into the Series Title field.  
Put Television series episode into the Medium field.  
Put Retrieved from and the URL, e.g. Retrieved from [https://www.stan.com.au](https://www.stan.com.au), into the Place of publication field. Add a space after the URL in this field so there is no full stop after it in the reference. |

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| P-Q | Online Multimedia | **In EndNote:**  
Put the title of the work into Series Title so that it will be italicised.  
Put the type of artwork into the Type of Work field. |

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| Painting | Online Multimedia | **In EndNote:**  
Put the title of the work into Series Title so that it will be italicised.  
Put the type of artwork into the Type of Work field.  
**After converting your document to plain text:**  
Remove (Producer) from after the artist’s name. Add the retrieval date if required. Move the full stop after the title to after the type of work. |

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| Pamphlet | Online Multimedia | **In EndNote:**  
Put the author name/s into the Created by field. (Producer) will appear after the name in the reference.  
Put the title into the Series Title field so that it will be italicised.  
Put Pamphlet into the Type of Work field.  
**After converting your document to plain text:**  
Remove (Producer) from after the author’s name. Add a full stop after [Brochure]. |

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| Patent – online | Web Page | **In EndNote:**  
Put the title, including the patent number, into the Series Title field so that it is italicised in the reference. |

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| Patent – print | Book | **In EndNote:**  
Put title, including the patent number, into the Title field.  
Put the issuing authority, e.g. IP Australia into the Publisher field and their location into the Place of Publication field. |
<table>
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<th>Usage notes</th>
</tr>
</thead>
</table>
| Photograph                         | Online Multimedia               | **In EndNote:**  
Put the title of the work into Series Title so that it will be italicised.  
Put the type of artwork into the Type of Work field.  

**After converting your document to plain text:**  
Remove (Producer) from after the artist’s name. Add the retrieval date if required.  
Remove the full stop after the title, and add one after the type of work. |
| Podcast                            | Podcast                         | **In EndNote:**  
Put the year into the Year field. Use the Date field for the Month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the title into the Title of Podcast field.  
Put the Author/performer name in to the Producer field. Use 2 commas after the family name to make it display properly in the reference, e.g. Smith,, John.  
Put the type of podcast into the Type field.  

**After converting your document to plain text:**  
Remove (Producer) from after the author name. |
| Press release                      | Online Multimedia               | **In EndNote:**  
Use the Created By field for the government department. (Producer) will appear after the name in the reference.  
Put the year into the Year field. Use the Date Accessed field for the Month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the title into the Series Title field so it will appear in italics in the reference.  
Put the Media release into the Type of Work field.  

**After converting your document to plain text:**  
Remove (Producer) from after the author name. |
| Primary historical source on the web – Diary | Online Multimedia               | **In EndNote:**  
Put the year into the Year field, and the month and day into the Date Accessed field. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  

**After converting your document to plain text:**  
Remove (Producer) from after the author name. |
<table>
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<th>Use this EndNote reference type</th>
<th>Usage notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary historical source on the web – Letter</td>
<td>Unpublished Work</td>
<td>In EndNote: If it is an approximate publication date, put ca. in front of the year in the year field. Put the description, e.g. Letter to Benjamin M. Farr, into the Type of work field. EndNote will add the square brackets. After converting your document to plain text: If you have used an approximate publication date, e.g. ca. 1858, change the round brackets for the year to square brackets.</td>
</tr>
<tr>
<td>Radio transcript – online</td>
<td>Online Multimedia</td>
<td>In EndNote: Put the year into the Year field, and the month and day into the Date Accessed field. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list. Put the Title into the Series Title field so that it will be italicised. Put the type of transcript into the Type of Work field.</td>
</tr>
<tr>
<td>Report – online (Australian Bureau of Statistics)</td>
<td>Report</td>
<td>In EndNote: Put the report number e.g., cat. no. 2024.0, into the Report Number field.</td>
</tr>
<tr>
<td>Report – online / corporate author</td>
<td>Report</td>
<td>In EndNote: (See Notes on author &amp; editor names on the first page for details of how to do input corporate author names.)</td>
</tr>
<tr>
<td>Report – online / corporate author (from a government department)</td>
<td>Report</td>
<td>In EndNote: (See Notes on author &amp; editor names on the first page for details of how to do input corporate author names.)</td>
</tr>
<tr>
<td>Report – online / individual author</td>
<td>Report</td>
<td>In EndNote: If you need to add the publisher, put the publisher name in front of the URL in the URL field.</td>
</tr>
<tr>
<td>Report – print</td>
<td>Book</td>
<td>In EndNote: (See Notes on author &amp; editor names on the first page for details of how to do input corporate author names.) After converting your document to plain text: If the report type is needed, add it after the title in square brackets.</td>
</tr>
<tr>
<td>Report – print / corporate author (from a government department)</td>
<td>Book</td>
<td>In EndNote: (See Notes on author &amp; editor names on the first page for details of how to do input corporate author names.)</td>
</tr>
<tr>
<td>Software packages</td>
<td>Computer Program</td>
<td>In EndNote: Put the software type, e.g. Software update, in to the Type field.</td>
</tr>
<tr>
<td>Song lyric / song on a CD</td>
<td>Music</td>
<td>In EndNote: Put the artist/s name/s into the Composer field. Add the recorded by details in square brackets, e.g. [Recorded by Jessica Mauboy] to the Title field after the song title.</td>
</tr>
<tr>
<td>For this type in the ALC APA style</td>
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<tr>
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</tr>
</tbody>
</table>
| Standards                         | Report                          | **In EndNote:**  
Put the standard number, e.g. AS 4685.0:2017, into the Report Number field. |
| Study Guide                       | Electronic Book                 | **After converting your document to plain text:**  
Remove In. from after the title. |
| Television advertisement          | Online Multimedia               | **In EndNote:**  
Put the year into the Year field, and the month and day into the Date Accessed field. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the title of the advertisement into the Series Title field so that it is italicised in the reference.  
Put the medium, e.g. Video file, into the Type of Work field.  
**After converting your document to plain text:**  
Remove (Producer) from after the author name. |
| Television series episode          | Film Or Broadcast               | **In EndNote:**  
Put the writer’s name/s into the Director field. (Writer/s) will appear after the name/s in the reference.  
Put the Director’s name into the Series Director field. (Director) will appear after the name in the reference.  
Put the Producer’s name into the Producer field. (Producer) will appear after the name in the reference.  
Put the episode name into the Title field and the series name into the Series Title field.  
Put Television series episode into the Medium field.  
Put the station, e.g. Stan, into the Distributor field. |
| Television series episode from the web (Webisode) | Film Or Broadcast | **In EndNote:**  
Put the writer’s name/s into the Director field. (Writer/s) will appear after the name/s in the reference.  
Put the Director’s name into the Series Director field. (Director) will appear after the name in the reference.  
There is a Producer field for the producer.  
Put the episode name into the Title field and the series name into the Series Title field.  
Put Television series episode into the Medium field.  
Put Retrieved from and the URL, e.g. Retrieved from https://www.stan.com.au, into the Place of publication field. Add a space after the URL in this field so there is no full stop after it in the reference. |
<table>
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<tr>
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<th>Use this EndNote reference type</th>
<th>Usage notes</th>
</tr>
</thead>
</table>
| Television transcript                     | Online Multimedia               | In EndNote:  
Put the year into the Year field, and the month and day into the Date Accessed field. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the Title into the Series Title field so that it will be italicised.  
Put the type of transcript into the Type of Work field. |
| Thesis                                    | Thesis                          | In EndNote:  
Put the school/faculty and university into the Institution field.                                                                                                                                 |
| Twitter                                   | Blog                            | In EndNote:  
- If you have both the tweeter’s name and Twitter username, put the tweeter’s name into the Author field. Leave the Twitter username out for now. You only want the family name to show in an in-text citation, and to go into your Author Term list.  
- If you only have the Twitter username, put this into the Author field.  
After converting your document to plain text:  
Add the Twitter username in square brackets after the author name if you have used the Tweeter’s name in the Author field.  
Add the retrieval date if there is no archived URL. |
| Unpublished manuscript – Thesis           | Thesis                          | In EndNote:  
Put the school/faculty and university into the Institution field.                                                                                                                                 |
| Vodcast (Video podcast)                   | Podcast                         | In EndNote:  
Put the year into the Year field. Use the Date field for the Month and day. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  
Put the title into the Title of Podcast field.  
Put the Author/performer name in to the Producer field. Use 2 commas after the family name to make it display properly in the reference, e.g. Smith,, John.  
Put the type of podcast, e.g. Video podcast or Video file into the Type field.  
After converting your document to plain text:  
Remove (Producer) from after the author name. |
<table>
<thead>
<tr>
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</tr>
</thead>
</table>
| Web page                         | Web page                        | **In EndNote:**  
Put the name of the page into the Series Title field so it will be italicised in the reference. |
| Web page – no date               | Web Page                        | **In EndNote:**  
Put n.d. into the Year field.  
Put the name of the page or document into the Series Title field so it will be italicised in the reference. |
| Webisode                         | Film Or Broadcast               | **In EndNote:**  
Put the writer’s name/s into the Director field. (Writer/s) will appear after the name/s in the reference.  
Put the Director’s name into the Series Director field. (Director) will appear after the name in the reference.  
There is a Producer field for the producer.  
Put the episode name into the Title field and the series name into the Series Title field.  
Put Television series episode into the Medium field.  
Put Retrieved from and the URL, e.g. Retrieved from https://www.stan.com.au, into the Place of publication field. Add a space after the URL in this field so there is no full stop after it in the reference. |
| Wiki                             | Electronic Book Section         | **In EndNote:**  
Put the article title in to the Title field and Wikia into the Book Title field.  

**After converting your document to plain text:**  
Remove the full stop and space from in front of the title.  
Add the retrieval date. |
| X-Y-Z                            | Podcast                         | **In EndNote:**  
Put the Author/performer/poster name in to the Producer field. Use 2 commas after the family name to make it display properly in the reference, e.g. Smith,, John.  
Put the year only into the Year field. The month and day go into the Date field. This is so that only the year will appear in an in-text citation, but the full date will appear in the reference list.  

**After converting your document to plain text:**  
Remove (Producer) from after the author name. |