



# DIGITAL SKILLS

## APA reference types for EndNote

Last updated FEBRUARY 2023

This brief guide outlines which reference types to select and which fields to populate in EndNote when using the APA 7th Curtin EndNote style.

Always check your EndNote reference outputs against the [APA 7th referencing guide](#) for accuracy.

Guide contents	Page		Page		Page
<b>Important information for all reference types:</b>	2	<b>Dictionary</b>		<b>Press Release</b>	
<a href="#">Populating the author field</a>		<a href="#">Online dictionary or encyclopedia entry</a>	4	<a href="#">Press release</a>	7
<a href="#">Title capitalisation</a>				<b>Report</b>	
<a href="#">Manual changes to references</a>		<b>Film or Broadcast</b>		<a href="#">Government or organisation report</a>	7
		<a href="#">Film or video</a>	5	<a href="#">Australian curriculum</a>	8
<b>EndNote reference types</b>		<b>Journal Article</b>		<b>Social Media</b>	
<b>Audiovisual Material</b>		<a href="#">Journal article</a>	5	<a href="#">Facebook, Twitter and Instagram</a>	8
<a href="#">TV series</a>	3	<a href="#">Journal article with an article number</a>	5	<b>Standard</b>	
<b>Blog</b>		<a href="#">Journal article – Advance online publication</a>	5	<a href="#">Standard</a>	8
<a href="#">Blog post</a>	3	<a href="#">Journal article – Supplement</a>	5	<b>Statute</b>	
<b>Book</b>		<a href="#">Cochrane systematic review</a>	6	<a href="#">Act of Parliament</a>	8
<a href="#">Book</a>	3	<b>Music</b>		<b>Television Episode</b>	
<b>Book Section</b>		<a href="#">Single song or track</a>	6	<a href="#">TV series episode</a>	9
<a href="#">Chapter in an edited book</a>	3	<b>Newspaper Article</b>		<b>Thesis</b>	
<b>Case</b>		<a href="#">Newspaper article</a>	6	<a href="#">Thesis</a>	9
<a href="#">Case</a>	4	<b>Online Database</b>		<b>Web Page</b>	
<b>Conference Paper</b>		<a href="#">AMH, MIMs, Martindale, UpToDate</a>	6	<a href="#">Webpage on a website</a>	9
<a href="#">Conference paper</a>	4	<b>Pamphlet</b>		<a href="#">Webpage on a news website</a>	9
<b>Dataset</b>		<a href="#">Brochure, fact sheet or pamphlet</a>	7	<a href="#">YouTube or streaming video</a>	10
<a href="#">Dataset</a>	4	<b>Podcast</b>		<a href="#">Lecture</a>	10
		<a href="#">Podcast episode</a>	7		

**Note:** If there is no reference type available for the item you are referencing, identify the components required and select a reference type with similar elements, e.g. for a *Code of conduct* use the *Report* reference type.



## Important information for all reference types

**When entering a reference into EndNote you only need to include the basic data.** Unless stated otherwise in this guide, do not include punctuation or formatting such as colons, full stops, brackets, and italics, or text such as In, Retrieved from, ed., Ed. in the reference. The APA 7th Curtin style will include this automatically when formatting the reference.

### Populating the author field in EndNote

When entering **personal authors** or editors into EndNote use the format **Last Name, First Name**

**Example:** Shakespeare, William

When entering an **organisation** as the author, **include a comma** at the end of the organisation's name so EndNote displays the complete name in the reference

**Example:** Department of Health,

You must use the **correct capitalisation** for author details. EndNote will display the author's information with the exact capitalisation that you have used.

**Example:** Smith, Jane A.

### Title capitalisation

APA referencing uses sentence style capitalisation for all titles (except journal names) where only the first word, the first word following punctuation, and any proper nouns or acronyms/abbreviations are capitalised (e.g. **Philosophy and poetry: A new look at an old quarrel**). EndNote, however, will display titles exactly as they are entered or imported.

Keep this in mind as you create references in your EndNote library and change the capitalisation of references as required. You can edit a reference by highlighting it in your library and selecting the **Edit** tab on the Tabs panel.

### Manual changes to references

APA is a complex referencing style and in some instances EndNote may not be able to accommodate all the elements or formatting required for a particular reference type. If manual changes are required, you will need to make these once you have finished creating your reference list in Word and [converted your document to plain text](#).

To convert to plain text:

1. In the CWYW toolbar click **Convert Citations and Bibliography** (Windows) or **Tools** (MAC) and select **Convert to Plain Text**
2. A new unsaved document with no field codes (not linked to EndNote) will be created
3. Save it with a new file name (your original document with the field codes will be unchanged and still be linked to EndNote)
4. Manually edit the references in the plain text copy of the document.

## APA reference types for EndNote

Use for	EndNote fields + Reference example	Notes
<b>Reference type – Audiovisual Material</b>		
TV series  For a single episode from a series use <a href="#">Television Episode</a>	Author, Cast, Year, Title, Type, Publisher, URL  Michaels, L., Fey, T., Miner, D., Klein, M., Carlock, R., Richmond, J., & Riggi, J. (Executive Producers). (2006-2013). <i>30 Rock</i> [TV series]. Broadway Video; Little Stranger; NBC Studios; NBC Universal Television; Universal Media Studios.	Enter the contributors role in the <b>Cast</b> field, e.g. Executive Producers  For multiple production companies, separate each with a semi-colon and space.
<b>Reference type – Blog</b>		
Blog post	Author, Year, Date, Title of Entry, Title of WebLog, URL  Tay, A. (2019, January 15). Why our citations practices make no sense. <i>Musings About Librarianship</i> . <a href="http://musingsaboutlibrarianship.blogspot.com/2019/01/why-our-citation-practices-make-no-sense.html">http://musingsaboutlibrarianship.blogspot.com/2019/01/why-our-citation-practices-make-no-sense.html</a>	
<b>Reference type – Book</b>		
Book	Author, Year, Title, Edition, Publisher, DOI or URL  Crawford, L. A., & Novak, K. B. (2018). <i>Individual and society: Sociological social psychology</i> (2nd ed.). Routledge. <a href="https://ebookcentral.proquest.com/lib/curtin/detail.action?docID=5323290">https://ebookcentral.proquest.com/lib/curtin/detail.action?docID=5323290</a>	For editions other than the first, include an <b>Edition</b> , e.g. 2nd  For a print book, leave the DOI/URL fields blank.
<b>Reference type – Book Section</b>		
Chapter in an edited book	Author, Year, Title, Editor, Book Title, Edition, Pages, Publisher, DOI or URL  Kaye, J. (2014). The regulation of human genomics research. In D. Kumar & C. Eng (Eds.), <i>Genomic medicine: Principles and practice</i> (2nd ed., pp. 259-269). Oxford University Press. <a href="https://ebookcentral.proquest.com/lib/curtin/detail.action?docID=1780390">https://ebookcentral.proquest.com/lib/curtin/detail.action?docID=1780390</a>	For editions other than the first, include an <b>Edition</b> , e.g. 2nd  For a print book, leave the DOI/URL fields blank.

## APA reference types for EndNote

Use for	EndNote fields + Reference example	Notes
<b>Reference type – Case</b>		
Case	Case Name, Year Decided, Reporter Volume, Reporter Abbreviation, First Page, URL  <i>Shea v. News Ltd.</i> (2015) WASC 1. <a href="http://www.austlii.edu.au/au/cases/wa/WASC/2015/1.html">http://www.austlii.edu.au/au/cases/wa/WASC/2015/1.html</a>	
<b>Reference type – Conference Paper</b>		
Conference paper	Author, Year, Date, Title, Type, Conference Name, Conference Location, DOI or URL  Fredericks, J., & Lawrence, C. (2018, September 3). <i>#thisismymob: Preserving and promoting Indigenous Australian cultural heritage</i> [Paper presentation]. MobileCH 2018, Barcelona, Spain. <a href="http://ceur-ws.org/Vol-2176/paper3.pdf">http://ceur-ws.org/Vol-2176/paper3.pdf</a>	Enter the type of presentation in the <b>Type</b> field e.g. Poster presentation
<b>Reference type – Dataset</b>		
Data set	Investigators, Year, Title, Distributor, DOI or URL  Irino, T., & Tada, R. (2009). <i>Chemical and mineral compositions of sediments from ODP site 127-797</i> [Data set]. PANGAEA. <a href="https://doi.org/10.1594/PANGAEA.726855">https://doi.org/10.1594/PANGAEA.726855</a>	
<b>Reference type – Dictionary</b>		
Online dictionary or encyclopedia entry  For an entry in a print dictionary or encyclopedia use <a href="#">Book Section</a>	Author, Year, Title, Editor, Dictionary Title, Edition, Publisher, Access Date, URL  Pavese, C. (2021). Knowledge how. In E. N. Zalta (Ed.), <i>Stanford encyclopedia of philosophy</i> (Summer 2021 ed.). Stanford University. Retrieved June 26, 2021, from <a href="https://plato.stanford.edu/entries/knowledge-how/">https://plato.stanford.edu/entries/knowledge-how/</a>	Enter <b>Access Date</b> in the format Month Day, Year e.g. June 26, 2021

## APA reference types for EndNote

Use for	EndNote fields + Reference example	Notes
<b>Reference type – Film or Broadcast</b>		
Film or video	<p>Director, Year Released, Title, Medium, Distributor, URL</p> <p>Sandberg, D. F. (Director). (2019). <i>Shazam!</i> [Film]. Warner Bros. Pictures; New Line Cinema; DC Films.</p>	Enter the production company in the <b>Distributor</b> field. For multiple companies, separate each with a semi-colon and space.
<b>Reference type – Journal Article</b>		
Journal article	<p>Author, Year, Title, Journal, Volume, Issue, Pages, DOI or URL</p> <p>Burns, T. (2015). Philosophy and poetry: A new look at an old quarrel. <i>The American Political Science Review</i>, 109(2), 326-338. <a href="https://doi.org/10.1017/S0003055415000076">https://doi.org/10.1017/S0003055415000076</a></p>	
Journal article with an article number	<p>Author, Year, Title, Journal, Volume, Issue, Article Number, DOI or URL</p> <p>Eades, S., &amp; Banks, E. (2017). 50 years since citizenship: Successes and challenges in Indigenous health. <i>Public Health Research &amp; Practice</i>, 27(4), Article e2741730. <a href="https://doi.org/10.17061/phrp2741730">https://doi.org/10.17061/phrp2741730</a></p>	Do not populate the Pages field. If article number exports to the Pages field, move to the <b>Article Number</b> field.
Journal article – Advance online publication	<p>Author, Year, Title, Journal, Label, DOI or URL</p> <p>Jayathilake, C., &amp; Huxham, M. (2021). Communities of practice or communicative rationality? A study of autonomous peer assisted learning. <i>Active Learning in Higher Education</i>. Advance online publication. <a href="https://doi.org/10.1177/1469787421998123">https://doi.org/10.1177/1469787421998123</a></p>	Enter Advance online publication in the <b>Label</b> field.
Journal article - Supplement	<p>Author, Year, Title, Journal, Volume, Issue, Pages, DOI or URL</p> <p>Lock, M. (2015). Eclipse of the gene and the return of divination. <i>Current Anthropology</i>, 46(Suppl. 5), S47-S70. <a href="https://www.jstor.org/stable/10.1086/432452">https://www.jstor.org/stable/10.1086/432452</a></p>	Enter Suppl. followed by the supplement number in the Issue field.

## APA reference types for EndNote

Use for	EndNote fields + Reference example	Notes
<b>Reference type – Journal Article</b>		
Cochrane systematic review	Author, Year, Title, Journal, DOI or URL  Moriarty, A. S., Meader, N., Snell, K. I. E., Riley, R. D., Paton, L. W., Chew-Graham, C. A., Gilbody, S., Churchill, R., Phillips, R. S., Ali, S., & McMillan, D. (2021). Prognostic models for predicting relapse or recurrence of major depressive disorder in adults. <i>Cochrane Database of Systematic Reviews</i> . <a href="https://doi.org/10.1002/14651858.CD013491.pub2">https://doi.org/10.1002/14651858.CD013491.pub2</a>	Enter Cochrane Database of Systematic Reviews in the <b>Journal</b> field.
<b>Reference type – Music</b>		
Music – Single song or track  For a whole album use <a href="#">Audiovisual Material</a>	Composer, Year, Title, Form of Item, Album Title, Publisher, URL  Beyonce. (2008). Single ladies (put a ring on it) [Song]. On <i>I am... Sasha Fierce</i> . Sony BMG Music Entertainment.	Enter Song in the <b>Form of Item</b> field.
<b>Reference type – Newspaper Article</b>		
Newspaper article	Reporter, Year, Issue Date, Title, Newspaper, Pages, URL  Winning, D., & Glynn, J. (2020, January 6). World news: Australia's fires create own storms. <i>Wall Street Journal</i> . <a href="https://www.proquest.com/newspapers/world-news-australia-s-fires-create-own-storms/docview/2333541834/se-2?accountid=10382">https://www.proquest.com/newspapers/world-news-australia-s-fires-create-own-storms/docview/2333541834/se-2?accountid=10382</a>	For print newspaper, include the page number in the <b>Pages</b> field and leave the URL field blank.  If there is no author, leave this field blank.
<b>Reference type – Online Database</b>		
AMH, MIMS, Martindale, UpToDate	Author, Year, Title, Publisher, Date Accessed, URL  Williams, J., & Nieuwsma, J. (2018). Screening for depression in adults. <i>UpToDate</i> . Retrieved May 9, 2019, from <a href="https://www.uptodate.com/contents/screening-for-depression-in-adults">https://www.uptodate.com/contents/screening-for-depression-in-adults</a>	Enter the <b>Date Accessed</b> in the format Month Day, Year e.g. May 9, 2019

## APA reference types for EndNote

Use for	EndNote fields + Reference example	Notes
<b>Reference type – Pamphlet</b>		
Brochure, fact sheet or pamphlet	Author, Year, Title, Type of work, Publisher, URL  Department of Health. (2022). <i>Support at home program overview</i> [Brochure]. Australian Government. <a href="https://www.health.gov.au/sites/default/files/documents/2022/01/support-at-home-program-overview.pdf">https://www.health.gov.au/sites/default/files/documents/2022/01/support-at-home-program-overview.pdf</a>	Enter the format in the <b>Type of Work</b> field, e.g. Brochure  If the author and the publisher are the same, leave the <b>Publisher</b> field blank.
<b>Reference type – Podcast</b>		
Podcast episode  For a whole podcast series use <a href="#">Audiovisual Material</a>	Author, Year, Title of Podcast, Number, Type, Title of Show, Publisher, URL  Malcolm, L. (Host). (2018). Tripping for depression [Audio podcast episode]. In <i>All in the mind</i> . ABC Radio National. <a href="https://www.abc.net.au/radionational/programs/allinthemind/tripping-for-depression/10223006">https://www.abc.net.au/radionational/programs/allinthemind/tripping-for-depression/10223006</a>	Enter Audio podcast episode in the <b>Type</b> field.
<b>Reference type – Press Release</b>		
Press release	Author, Year, Date, Title, Type of Work, Publisher, URL  MacTiernan, A. (2019, November 5). <i>Capital idea for landing investors</i> [Press release]. Government of Western Australia. <a href="https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/11/Capital-idea-for-landing-investors.aspx">https://www.mediastatements.wa.gov.au/Pages/McGowan/2019/11/Capital-idea-for-landing-investors.aspx</a>	Enter Press release in the <b>Type of Work</b> field.  If the author and the publisher are the same, leave the <b>Publisher</b> field blank.
<b>Reference type – Report</b>		
Government or organisation report	Author, Year, Title, Report Number, Institution, DOI or URL  Australian Institute of Health and Welfare. (2018). <i>Emergency department care 2017-18: Australian hospital statistics</i> (Health Services Series no. 89, Cat. no. HSE 216). <a href="https://www.aihw.gov.au/reports/hospitals/emergency-department-care-2017-18">https://www.aihw.gov.au/reports/hospitals/emergency-department-care-2017-18</a>	If there is no <b>Report Number</b> leave this field blank.  If the author and the publisher are the same, leave the <b>Institution</b> field blank.

## APA reference types for EndNote

Use for	EndNote fields + Reference example	Notes
<b>Reference type – Report</b>		
Australian Curriculum	<p>Author, Year, Title, Report Number, Institution, DOI or URL</p> <p>Australian Curriculum, Assessment and Reporting Authority. (2015). <i>Science: Sequence of content F-6 strand: Science understanding</i> (Version 8.1).  <a href="https://docs.acara.edu.au/resources/Science_-_Sequence_of_content.pdf">https://docs.acara.edu.au/resources/Science_-_Sequence_of_content.pdf</a></p> <p>Insert two commas after Australian Curriculum in the Author field to display name in full, e.g. Australian Curriculum,, Assessment and Reporting Authority</p>	<p>Enter Version and the version number in the <b>Report Number</b> field, e.g. Version 8.1</p> <p>If the author and the publisher are the same, leave the <b>Institution</b> field blank.</p>
<b>Reference type – Social Media</b>		
Facebook, Twitter, Instagram	<p>Username, Handle, Year, Post Date, Post Text, Type of Work, Provider, URL</p> <p>Jackman, H. [RealHughJackman]. (2015, November 12). <i>At the dentist ... This is the BEFORE I found out I was having a tooth pulled photo</i> [Image attached] [Tweet]. Twitter.  <a href="https://twitter.com/RealHughJackman/status/664800426961870849">https://twitter.com/RealHughJackman/status/664800426961870849</a></p>	<p>Enter <b>capitalisation</b> and <b>spelling</b> exactly as it appears in the post or Tweet, e.g. This is the BEFORE I found...</p> <p>If needed, include the format in <b>Original Post</b> field e.g. Image attached</p>
<b>Reference type – Standard</b>		
Standard	<p>Institution, Year, Title, Document Number, Publisher, URL</p> <p>Standards Australia. (2015). <i>Placement and presentation of hand hygiene materials in relation to the basin in healthcare settings</i> (AS 1071:2015). <a href="http://www-saiglobal.com">http://www-saiglobal.com</a></p>	<p>If the author and the publisher are the same, leave the <b>Publisher</b> field blank.</p>
<b>Reference type – Statute</b>		
Act of Parliament	<p>Name of Act, Code, Sections, URL</p> <p><i>Building Industry Act 1985</i> (Cth). <a href="https://legislation.gov.au/Details/C2016C01029">https://legislation.gov.au/Details/C2016C01029</a></p>	



## APA reference types for EndNote

Use for	EndNote fields + Reference example	Notes
<b>Reference type – Television Episode</b>		
TV series episode  For a whole television series use <a href="#">Audiovisual Material</a>	Producer, Year, Episode Title, Season, Episode No., Series Director, Title, Distributor, URL  Muharrar, A. (Writer), & Adams, A. (Director). (2019). Chillaxing (Season 4, Episode 3) [TV series episode]. In M. Schur, D. Miner, M. Sackett & D. Goddard (Executive Producers), <i>The good place</i> . Fremulon; 3 Arts Entertainment; Universal Television.  You will need to manually add the contributors roles, e.g. Writer, Director (see note on <a href="#">p. 2</a> )	Enter the writer and director in the <b>Producer</b> field and the Executive Producers in <b>Series Director</b> .  Enter production company in <b>Distributor</b> field. For multiple companies, separate each with a semi-colon and space.
<b>Reference type – Thesis</b>		
Thesis	Author, Year, Title, Degree, University, Place Published, URL  Gao, W. (2018). <i>Fuel properties and thermal processing of bio-oil and its derived full mixtures</i> [Doctoral dissertation, Curtin University]. espace. <a href="https://espace.curtin.edu.au/handle/20.500.11937/75545">https://espace.curtin.edu.au/handle/20.500.11937/75545</a>	Enter Doctoral dissertation or Master’s thesis in the <b>Degree</b> field.  Enter the Database name in the <b>Place Published</b> field.
<b>Reference type – Web Page</b>		
Webpage on a website	Author, Year, Title, Publisher, URL  Department of Education and Training. (2016). <i>Improving Australian and European mobility</i> . <a href="https://www.education.gov.au/news/improving-australian-and-european-mobility">https://www.education.gov.au/news/improving-australian-and-european-mobility</a>	If the author and the site name are the same, leave the <b>Publisher</b> field blank.
Webpage on a news website	Author, Year, Date Cited, Title, Publisher, URL  MacLennan, L. (2019, October 25). <i>Michael McIntyre ticket scalping highlights need for onselling crackdown</i> . ABC News. <a href="https://www.abc.net.au/news/2019-10-25/michael-mcintyre-ticket-scalping-highlights-onselling-problem/11640714">https://www.abc.net.au/news/2019-10-25/michael-mcintyre-ticket-scalping-highlights-onselling-problem/11640714</a>	Enter Month Day in the <b>Date Cited</b> field, e.g. October 25  If the author and the site name are the same, leave the <b>Publisher</b> field blank.

## APA reference types for EndNote

Use for	EndNote fields + Reference example	Notes
<b>Reference type – Web Page</b>		
YouTube or streaming video	Author, Year, Date Cited, Title, Type of Medium, Publisher, URL  Haran, B. (2015, May 14). <i>Why basic research is important - Numberphile</i> [Video]. YouTube. <a href="https://www.youtube.com/watch?v=6gnsQjPCC78">https://www.youtube.com/watch?v=6gnsQjPCC78</a>	Enter Month Day in the <b>Date Cited</b> field, e.g. May 14  Enter Video in the <b>Type of Medium</b> field
Lecture	Author, Year, Title, Type of Medium, Publisher, URL  Leaver, T. (2012). <i>Social media rivers</i> [iLecture]. Blackboard. <a href="https://echo.ilecture.curtin.edu.au">https://echo.ilecture.curtin.edu.au</a>	Enter the format of the lecture in the <b>Type of Medium</b> field, e.g. iLecture, PowerPoint slides