

An Abridged Guide to the

Vancouver Referencing Style

School of Access Education

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The CQUniversity Abridged Guide to the Vancouver Referencing Style is based on:

Patrias K. Citing medicine: the NLM style guide for authors, editors, and publishers [Internet]. 2nd ed. Wendling DL, technical editor. Bethesda (MD): National Library of Medicine (US); 2007 - [updated 2015 Oct 2; cited 2024 Aug 28]. Available from: <https://www.ncbi.nlm.nih.gov/books/NBK7256/>

With additional guidance from:

JAMA Network Editors. AMA manual of style: a guide for authors and editors. 11th ed. New York (NY): Oxford University Press; 2020.

Other information about academic writing is available via the Academic Learning Centre's Moodle site at: <https://moodle.cqu.edu.au/course/view.php?id=1497>

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Contents

How to use this guide	v
What is the purpose of this booklet?.....	v
What is referencing?	v
Why do I need to reference?	v
What should I reference?	vi
Five key steps to referencing	vi
While researching and drafting	vi
At the end of the assignment	vi
Part A	1
Section 1: What does Vancouver referencing look like?	2
Section 2: How do I use references in-text?	4
How to paraphrase:	5
In-Text Citations: Author prominent and information prominent.....	7
How to summarise	7
How to use direct quotations	9
How to introduce quotations and paraphrased sentences.....	12
How to use tables, figures, or images	13
Section 3: Academic integrity.....	16
Plagiarism	16
Ethical use of Generative AI (e.g., Copilot, ChatGPT, Chat PDF, etc.)	18
Section 4: How to create a reference list	21
Steps for creating a reference list	21
Other rules for formatting references.....	29
Use Title Case for the titles of periodicals (journals, magazines)	33
Part B	35
How to use citation examples to assist with your reference list.....	35
All sources.....	35
Journal: articles.....	38
Systematic reviews	39
Magazines	40
Books	41
Standalone documents	42

Webpages	43
Conference papers	44
Theses.....	45
Legal material	45
Case law	46
Coroner’s reports.....	46
Standards.....	47
Patents	47
University-provided study materials.....	48
Encyclopedias and dictionaries	49
Tables, figures and images.....	51
Multimedia sources	53
Personal Communication.....	56
References	57
Appendices	58
Appendix A – Acronyms and initialisms.....	58
Appendix B – Abbreviations	59
Appendix C – Formatting checklist.....	61
Index	62

How to use this guide

This guide introduces referencing using the CQUniversity abridged version of Vancouver style.

Part A offers explanations of terms and concepts that are vital for the development of your knowledge so you can become proficient at referencing.

Once you are familiar with some of the concepts and key words, you will find it much easier to use **Part B** of this guide, which contains examples of in-text citations and the references in the reference list. Referencing requires attention to detail, so you will need to refer to these examples and explanations often as you develop your skills.

Finding information quickly

1. Use the contents page to locate concepts of referencing or resource examples.
2. Use the Index page to find relevant examples.
3. Apply Ctrl + F (Cmd + F on a Mac) to find the relevant resource quickly.

There are subtle variations on the Vancouver style of referencing, so it is important for you to use *CQUniversity's Abridged Guide to the Vancouver Referencing Style*.

What is the purpose of this booklet?

When writing a university assignment, there are certain referencing rules you need to follow. This booklet will explain what referencing is and how to reference using the CQUniversity Vancouver referencing style. There are other referencing styles (e.g., American Psychological Association, Turabian, and Harvard), so before you use this booklet, check your unit profile to make sure you need to use Vancouver referencing in your assignments.

What is referencing?

There are different types of university assignments (e.g., essays, oral presentations, reports, reflections, blogs, PowerPoint presentations, case studies). When you write an assignment, you will be expected to include the details of any sources that you have used. These are called in-text citations. A citation is located at the place where you have used someone else's words or ideas. In addition, a list of all the sources you have cited in-text is located at the end of the assignment; this is titled *References*. These processes are collectively known as "referencing".

Why do I need to reference?

Writing an assignment will often involve research using a range of different source types (e.g., websites, journal articles, books, course readings). Each time you 'borrow' ideas, data, information or illustrations from other sources, you will need to reference the source.

Referencing will help you:

- demonstrate your knowledge of a topic and provide evidence of scholarly research

- give credit to the author or creator of the original source of an image, idea, or piece of information
- avoid plagiarism and its associated penalties.

What should I reference?

You must cite and reference any source you use when writing an assignment even if you expressed an idea in your own words. This includes any of the following:

- **hard copy** (paper based) sources, e.g., books, journal articles, newspapers, magazines, brochures, pamphlets, newsletters
- **electronic sources**, e.g., websites, videos, blogs, film clips, audio files, Moodle notes and readings
- **other sources**, e.g., phone conversations, interviews
- **visuals**, e.g., images, figures, tables.

Five key steps to referencing

While researching and drafting

- Step 1** Decide which type of source you want to use, e.g., book, website, journal.
- Step 2** Record the relevant source details, e.g., author, date, title, publisher, URL etc. in your assignment.
- Step 3** Use the notes you have made from the sources you read to create sentences and paragraphs to provide evidence or examples that support your ideas.
- Step 4** In text, use a sequential superscript numbered system inserted to the right of commas and full stops, and to the left of colons and semi-colons.

At the end of the assignment

- Step 5** Create a reference list, which is located at the end of the piece of work. It is a list of all sources referred to in-text. Sources are listed in numerical order, in the order they are first cited in the text, and the numbers are shown in superscript.¹

Part A

There are two parts to the Vancouver system of referencing:

1. In-text

CQUniversity Vancouver uses a sequential superscript numbered system¹ of referencing to acknowledge others' works, opinions, theories or ideas that are either quoted or paraphrased. Once a source has been assigned a number, the same number is used for that source throughout the rest of the document.

Note: Superscript numbers are inserted to the right of commas and full stops, and to the left of colons and semi-colons.

2. The reference list

The sequential number allocated to the in-text citation is then used in the compilation of the reference list. All the resources referred to in the body of the writing are included in the reference list at the end of the assignment and are cited in the same order that they appear in the assignment. Thus, the reference list is in numerical order. All information is included in this list: author, title of publication, place of publication, publisher, publication date, and/or retrieval information.

Section 1: What does Vancouver referencing look like?

Referencing in the assignment	Example
<p>In this example paragraph, you can see how referencing appears in the body of an assignment.</p> <p>Notice the inclusion of the author's name in the second sentence. This is called an author-prominent citation.</p> <p>You will also notice the use of superscript numbers for in-text citations, such as this.¹ These numbers link to the full references in your reference list.</p>	<p>Oral health is considered an integral part of general health. The World Health Organization (WHO)^{1(para1)} defines oral health as “a state when an individual is free of chronic oro-facial pain, oral sores or cancer, craniofacial defects such as oral clefts, gum diseases, dental decay, tooth loss or any other disorders affecting oro-dental tissues”. The effects of oral diseases go far beyond the oral cavity and are strongly linked to major chronic disease problems such as obesity, cardiac diseases, diabetes, and respiratory infections.^{2,3} There is mounting evidence that maternal oral health status and oral hygiene practices have a significant influence on both children's general and oral health.⁴ Pregnant women are more liable to experience oral problems due to various hormonal changes and fluctuations in intraoral flora; nearly 40% of pregnant women suffer from some form of periodontitis and up to 10% may develop pregnancy oral tumours especially amongst the under-privileged.⁵ Despite that, it is not uncommon for pregnant women to avoid care even when having oral problems.⁶⁻⁸</p>

Referencing at the end of the assignment	Example
<p>You will need to include a list of all the sources you have cited in your assignment.</p>	<ol style="list-style-type: none"> 1. World Health Organization. Oral health [Internet]. Geneva: World Health Organization; 2023 [cited 2024 Dec 6]. Available from: https://www.who.int/oral_health/en/ 2. Tonetti MS, Jepsen S, Jin L, Otomo-Corgel J. Impact of the global burden of periodontal diseases on health, nutrition, and wellbeing of mankind: a call for

The reference list is placed at the end of the assignment - before the Appendices, if you have any.

Each numbered item in this list will correlate with its number in-text.

The reference list is:


- in numerical order
- in single line spacing
- uses a 3-point gap after the number.
- has an Enter/Return at the end of each reference.

global action. J Clin Periodontol. 2017;44(5):456-62. Available from: <https://doi.org/10.1111/jcpe.12732>

3. Chapple IL, Genco R. Diabetes and periodontal diseases: consensus report of the joint EFP/AAP Workshop on Periodontitis and Systemic Diseases. J Clin Periodontol. 2013;40(Suppl 14):S106-12. <https://doi.org/10.1902/jop.2013.1340011>
4. George A, Shamim S, Johnson M, Dahlen HG, Ajwani S, Bhole S, et al. Periodontal treatment during pregnancy and birth outcomes: a meta-analysis of randomised trials. Int J Evid Based Healthc. 2011;9(1):66-82. <https://doi.org/10.1111/j.1744-1609.2011.00210.x>
5. Offenbacher S, Katz V, Fertik G, Collins J, Boyd D, Maynor G, et al. Periodontal infection as a possible risk factor for preterm low birth weight. J Periodontol. 1996;67(10 Suppl):1103-13. <https://doi.org/10.1111/j.1600-051x.2005.00670.x>
6. Boggess KA, Urlaub DM, Moos MK, Polinkovsky M, El-Khorazaty J, Lorenz C. Knowledge and practices of oral health in pregnancy: a survey of women and health providers. J Am Dent Assoc. 2011;142(5):543-9. <https://doi.org/10.1186/s12903-023-03732-2>
7. Huebner CE, Milgrom P, Conrad DA, Lee RS. Providing dental care to pregnant patients: a survey of Oregon general dentists. J Am Dent Assoc. 2009;140(2):211-22. <https://doi.org/10.14219/jada.archive.2009.0135>
8. World Health Organization. Maternal and child oral health [Internet]. Geneva: World Health Organization; 2021 [cited 2024 Dec 6]. Available from: https://www.who.int/maternal_child_health/oral_health/en/

Section 2: How do I use references in-text?

Here are four key techniques you can use when you want to include other authors' ideas, words, images, and data in your assignment. Have a look at the following pages for more detail on each of these techniques.

Paraphrasing	Summarising	Direct quotations	Figures
<p>Paraphrasing conveys the author's idea/words indirectly.</p> <p>Using this technique, you must use some of your own words AND change the sentence structure. A citation must be included.</p>	<p>Summarising condenses another author's work, e.g., a whole chapter or project.</p>	<p>Direct quoting involves using an author's words exactly as they were written, using double quotation marks for a short or the correct Vancouver setting for a long quotation. A citation number must be included.</p>	<p>You may copy and paste images, tables, charts and figures. Below the figure you must include a numbered figure caption, your own title, and a numerical citation.</p>
<p>Example 1</p> <p>Jones¹ found that significant reductions in infection rates (15%) could be achieved when nursing staff were reminded about hand hygiene.</p>	<p>Example 2</p> <p>A study by Jones¹ found that attention to hand hygiene by nursing staff played a significant role in infection rates.</p>	<p>Example 3</p> <p>Interventions proved successful. "Reminders to nursing staff to pay extra attention to recommended hand hygiene procedures resulted in a 15% reduction in infection rates".^{1(p34)}</p>	<p>Example 4</p>  <p>Figure 4. A bunch of purple grapes.²</p>

How to paraphrase:

Instead of quoting another author's words exactly, you may paraphrase them. To paraphrase, you must change some of the words AND change the sentence structure. When you use an author's ideas but express them in different words, you are paraphrasing.

A paraphrased item is not enclosed in quotation marks because it is not a word-for-word quotation. However, it is important that the sentence structure and the vocabulary are not too similar to the original text and that you acknowledge the source of the original document with a reference. Failing to do so will result in plagiarism.

Many lecturers would prefer you to paraphrase or summarise an author's words rather than use a direct quotation. This is because paraphrasing requires original thought and shows you understand the ideas and can integrate them into your work.

Steps for paraphrasing	Examples
<ol style="list-style-type: none">1. Read the text you want to paraphrase several times to get the meaning.2. Take notes on important information in your own words.3. Use the information to support arguments, etc. in your own work. Check your wording against the original. If the grammar and words are too similar, rewrite it.4. Reference.	<p>Quotation An audit by Kaur et al.^{71(p1)} suggests “the hand hygiene (HH) rates of Australian medical students are suboptimal”.</p> <p>Paraphrase - Author prominent Kaur et al.⁷¹ found that the most common approaches to teaching hand hygiene (HH) to Australian medical students were ineffective.</p> <p>Paraphrase - Information prominent Studies of the hand hygiene (HH) teaching strategies used to teach Australian medical students, utilised by many Australian training providers, indicate that the current teaching strategies are proving ineffective.⁷¹</p>
Rules for paraphrasing	Example
<ul style="list-style-type: none">• The paraphrased information supports the claim made by the writer.• The paraphrased text must be different from the original source.	<p>Final version of student's work Hand hygiene (HH) strategies are a vital component of instruction for Australian medical students. Kaur et al.⁷¹ found that HH techniques used by Australian medical students were inadequate.</p> <p>Reference</p>

<ul style="list-style-type: none"> • The citation must have a corresponding citation and number in the reference list at the end of the assignment. • Use the NCBI abbreviation for the journal: https://www.ncbi.nlm.nih.gov/nlmcatalog/journals 	<p>71. Kaur R, Razee H, Seale H. Exploring the approaches used to teach concepts of hand hygiene to Australian medical students. J Infect Prev. 2015;16(4):1-14. Available from: http://journals.sagepub.com/doi/full/10.1177/1757177415580466#articleShareContainer </p>
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In-Text Citations: Author prominent and information prominent

Where you place citations depends on the emphasis you wish to apply and can be important to the argument you present.

Author prominent

When you want to emphasise the author, then you use the author's name as part of your sentence. The paraphrase and the citation would start something like this:

Sherwood³ concludes that ...

Information prominent

When you want to emphasise the information from an author, then your citation becomes information prominent. The citation will appear at the end of a sentence. The paraphrase and the citation will look something like this:

... as evidenced from a recent Australian study.⁴

How to summarise

Instead of quoting or paraphrasing an author's words or ideas, you may decide to summarise them. A summary includes a condensed form of the information, keeping the main point of the text but omitting detailed examples. The original idea or meaning must be maintained. Technical words remain.

Steps for summarising	Example
<ol style="list-style-type: none">1. Read the text carefully—you may need to read the text several times. Check the meaning of terms you do not understand.2. Underline technical and specialised words that may be used remembering that they should not be changed.3. Reread the text and make notes of the main points, leaving out examples and evidence.	<ul style="list-style-type: none">• Read and re-read• Underline specific language you need to retain• Make notes <p>Original Developing learning modules for adult learners requires the designer or educator to consider a range of appropriate strategies to match the student's preferences for learning. Duverge¹¹ outlines a number of these. Firstly, adult learners prefer to learn independently or explore the topic; therefore, tasks should be designed accordingly.</p>

<ol style="list-style-type: none"> 4. Consider the main points as a whole and your purpose for using the information in relation to the structure of your assignment. 5. Think of words or phrases which have similar meaning to those in the original text. 6. If the key words are specialised vocabulary for the subject, they do not need to be changed. 7. Develop an outline using short sentences written in your words. Rearrange these sentences as you see the need for your purpose. 8. Use citations correctly so it is obvious which parts of your paragraph are summaries of other authors' ideas. 	<p>Furthermore, adults like to know that the skills and knowledge they are expected to develop will be useful to their life or career.</p>
<p>Note: Here is an example showing ideas from several sources combined into one summary.</p>	<p>Summary A key study by Lee⁷ found that many new university students experience considerable anxiety when learning how to cope with the academic literacy demands of assignment writing, and this finding is well-supported in the literature.^{8&9}</p>
<p>Rules for summarising</p>	<p>Example</p>
<ul style="list-style-type: none"> • Ensure the summarised version is much shorter than the original text and that it is written in your own words. • Use citations correctly so it is obvious which parts of your paragraph are summaries of other authors' ideas. • Do not just give one citation at the start and one at the end of the paraphrasing as this student has done. In the example (right), the sentence in bold is not clearly referenced. 	<p>In this example, the source of the bold sentence is not clearly referenced. The student should repeat the citation after it.</p> <p>Developing learning modules for adult learners requires the designer or educator to consider a range of appropriate strategies to match adult learners' preferences for learning. Duverge¹¹ explains that adult learners would prefer to learn independently or explore the topic; therefore, tasks should be designed accordingly. Adults like to know that the skills and knowledge they are expected to develop will be useful to their life or career. Providing immediate feedback regarding errors, or alternate explanations to assist with learning new concepts are strategies that enable adults to learn from misunderstandings.¹¹</p>

<ul style="list-style-type: none"> Do not change the intended meaning of the original text. Do not use quotation marks since this is not a direct quote. 	
Rules for using capitalisation in-text	Example of title in-text
It is unusual to mention the title of a work in-text, but when this is necessary, Use title capitalisation and italics.	The text entitled <i>Clinical Guide to Ultrasonography</i> ¹ was published in 2004.

How to use direct quotations

You are quoting when you use someone else's exact words in your writing. When you quote, you must indicate where the quotation begins and ends, and provide an in-text citation. The citation makes it is clear whose words you are using and where you found them. Quotations should be used sparingly, if at all, when the wording of something is especially important (e.g., when citing legislation, standards or qualitative data).

It is possible to use short direct quotations (fewer than four lines) or long direct quotations (more than four lines).

Steps for using quotations	Example
<ol style="list-style-type: none"> Incorporate the quotation into the paragraph by adding a few extra words just before the quoted words to help the quote fit smoothly into the sentence. Provide the page that the quote was taken from in brackets along with the author's family name and year of publication. Write the full citation in the reference list. The page that the quote was taken from is given along with the year. 	<p>According to the <i>National Code of Conduct for Healthcare Workers (Queensland)</i>, healthcare workers are required to "provide services in a safe and ethical manner".^{2(p1)}</p> <p>Reference</p> <ol style="list-style-type: none"> COAG Health Council. The national code of conduct for health care workers (Queensland). Queensland Government; 2015. Available from: https://www.health.qld.gov.au/system-governance/policies-standards/national-code-of-conduct

<p>Note: If no page number is available, use one of the following, instead:</p> <ul style="list-style-type: none"> • A paragraph number.^{1(para4)} • A chapter (or other) heading and paragraph number.^{2(ch4,para2)} • The time (e.g., in a video).^{3(1:37-:44)} 	
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Rules for short quotations	Examples
<p>Quotations four lines and under should be formatted as a short quotation:</p> <ul style="list-style-type: none"> • incorporate the quotation into your sentence • enclose the quotation in double quotation marks: “quote” • if the quotation is at the end of the sentence, place the end quotation marks before the full stop: “quote”. • include the page number/s in the citation (see below) • use same font style and size as the rest of the assignment. 	<p>Author prominent</p> <p>According to the Coroner’s report^{18(p4)} a “post-mortem CT scan revealed extensive injuries including a fractured cranial vault and bilateral pneumothoraces”.</p> <p>Information prominent</p> <p>A “post-mortem CT scan revealed extensive injuries including a fractured cranial vault and bilateral pneumothoraces”.^{18(p4)}</p>
Rules for long quotations	Examples
<p>Quotations over four lines should be formatted as a long quotation:</p> <ul style="list-style-type: none"> • introduce the quotation in your own words • leave a space before and after the quotation • do NOT use quotation marks 	<p>Author prominent</p> <p>A patient from a study by Alkhaibari et al.^{3(p8)} states:</p> <p style="padding-left: 40px;">If [the relationship] is not formal then everything is fine.... he [healthcare provider] has no problems to hear from you [patient] all the time and gives solutions. If it was a formal relationship you [patient] will not be able to discuss with him [healthcare provider] because he doesn’t like to talk so much and doesn’t want problems so you will remain silent but if it was almost as we</p>

<ul style="list-style-type: none"> include the page number/s in the citation (see below) indent by 1.27 cm from the left margin apply single line spacing use same font style and size as the rest of the assignment. 	<p>said that it is a friendship or something like that, this for me is more important than the quality itself.</p> <p>Information prominent</p> <p>One patient remarked:</p> <p>If [the relationship] is not formal then everything is fine.... he [healthcare provider] has no problems to hear from you [patient] all the time and gives solutions. If it was a formal relationship you [patient] will not be able to discuss with him [healthcare provider] because he doesn't like to talk so much and doesn't want problems so you will remain silent but if it was almost as we said that it is a friendship or something like that, this for me is more important than the quality itself.^{3(p8)}</p>
Other rules about quotations	Examples
<p>Page numbers</p> <p>Page numbers should:</p> <ul style="list-style-type: none"> be enclosed in round brackets use p for page and pp for pages not contain any other punctuation or spaces. <p>Errors in quotations</p> <p>Do not correct any incorrect spelling, punctuation, or grammar in the original quotation; instead, insert [<i>sic</i>], italicised and in square brackets, directly after the error in the quotation (note that the word <i>abscess</i> is misspelled in the example, right).</p> <p>Adding or omitting words</p> <ul style="list-style-type: none"> If you need to change capitalisation of a word or add word/s to a quotation, put the 	<p>Page numbers</p> <p>... before conducting further tests.^{21(p56)}</p> <p>... despite adverse outcomes.^{22(pp318-319)}</p> <p>... research supporting the practice.^{23(pp4&9)}</p> <p>Errors in quotations</p> <p>The axial MRI exposed a “lingual abcess [<i>sic</i>] suggestive of tuberculosis”.^{6(p2279)}</p> <p>Adding or omitting words</p> <p>Standard 1.09 states that organisations must “ensure timely reports on safety and quality systems and [that] performance [be] provided to... [c]onsumers and the local community”.^{4(p7)}</p>

letters or words in square brackets [added words]. • If you need to omit a word or words from a quotation, use an ellipsis (three dots).	
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How to introduce quotations and paraphrased sentences

Use reporting verbs and phrases to introduce ideas from your sources. Your choice of words can indicate whether the authors you are citing are presenting established findings, putting forward a case, making a suggestion or drawing conclusions. Also, bear in mind that your work may become tedious to read if every quotation or paraphrase is introduced in the same manner. Table 1 provides examples of reporting verbs that can be useful for integrating other authors' ideas and words into academic writing.

Table 1. Signal words for use in-text referencing

say or mean		argue	explain	other
state	assert	dispute	describe	agree
remark	add	disagree	clarify	question
maintain	confirm	question	justify	offer
hold the view	find	debate	reason	predict
point out	affirm	claim	show	identify
highlight		theorise	demonstrate	
emphasise		imply		
		suggest		

Note: You would normally use present tense to refer to research (though there are important exceptions).

If you are citing more than one author, you will need to change the form of the verb to ensure subject / verb agreement:

Jones¹ **argues** that... (single author)

Jones¹ and Brown⁷ **argue** that... (more than one author and different sources).

Chang et al.¹⁸ **suggest**... (more than two authors)

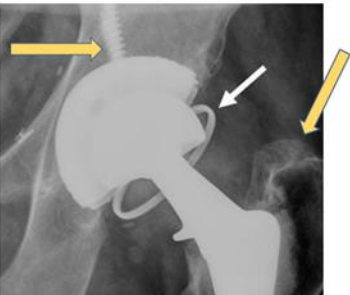
How to use tables, figures, or images

Sometimes it is useful to include reproductions or copies of items such as photos, graphs, tables, diagrams and drawings in your work. A **table** contains information that is organised using columns and rows. On the other hand, **figures** can be maps, charts, diagrams, drawings, graphs and photographs. They must be labelled and referenced, and each is presented in a particular way as shown on the next few pages (and in Part B of this guide).

Note: Although tables, figures and images are often used in reports, they rarely appear in essays.

Steps for using tables	Example																								
<p>To include a table or adapted table from a table found in another work:</p> <ol style="list-style-type: none">1. Refer to the table in your text (see <i>Student's text</i>, right).2. Write a single-spaced caption for the table. Use the same font size and style as the rest of the assignment. The caption should appear above the table.3. Number the tables in your assignment according to their order in your assignment. Number tables and figures separately.4. Provide a citation with a page number.	<p>Student's text</p> <p>Table 2 provides figures for prenatal detection rate of chromosomal abnormalities between the years of 2010 and 2014, inclusive; according to the same study, 43% of chromosomal abnormalities were detected postnatally.^{6(p3)}</p> <p>Table 2. Foetal malformation detection rate between 2010 and 2014 by ultrasound screening. Adapted from Ferrier et al.^{6(p3)}</p> <table><tr><th></th><th>Overall detection rate (%)</th><th>Detection rate for cases without chromosomal abnormalities (%)</th><th>Detection rate for cases with chromosomal abnormalities (%)</th></tr><tr><td>2010</td><td>57.2</td><td>52.4</td><td>92.3</td></tr><tr><td>2011</td><td>57.8</td><td>53.4</td><td>90.5</td></tr><tr><td>2012</td><td>53.9</td><td>48.2</td><td>90.2</td></tr><tr><td>2013</td><td>57.3</td><td>52.8</td><td>93.2</td></tr><tr><td>2014</td><td>55.2</td><td>50.2</td><td>90.9</td></tr></table>		Overall detection rate (%)	Detection rate for cases without chromosomal abnormalities (%)	Detection rate for cases with chromosomal abnormalities (%)	2010	57.2	52.4	92.3	2011	57.8	53.4	90.5	2012	53.9	48.2	90.2	2013	57.3	52.8	93.2	2014	55.2	50.2	90.9
	Overall detection rate (%)	Detection rate for cases without chromosomal abnormalities (%)	Detection rate for cases with chromosomal abnormalities (%)																						
2010	57.2	52.4	92.3																						
2011	57.8	53.4	90.5																						
2012	53.9	48.2	90.2																						
2013	57.3	52.8	93.2																						
2014	55.2	50.2	90.9																						

	<p>Reference for reference list</p> <p>6. Ferrier C, Dhombres F, Khoshnood B, Randrianaivo H, Perthus I, Guilbaut L, et al. Trends in resource use and effectiveness of ultrasound detection of fetal structural anomalies in France: a multiple registry-based study. <i>BMJ Open</i>. 2019;9:e025482. Available from: http://dx.doi.org/10.1136/bmjopen-2018-025482</p>								
Some special considerations	Example								
<ul style="list-style-type: none"> • Provide separate citations for multiple sources used in a table (see the example, right). • Use 'Adapted from' and the author of the work if you use information from it to make a table, or if you modify the original table in any way. • Show 'Data from' if you have used the data from another source, in your own table. • The font size in a table can be one size smaller than the rest of the assignment; for example, inside the table, the font may be Times New Roman 11 or Arial 10, while the labels—the caption and source—are Times New Roman 12 or Arial 11. 	<p>Example of a table with information from multiple sources.</p> <p>Table 1. Types of sonography</p> <table> <tr> <td>Sonography in diagnostics</td><td>Sonography is widely used in diagnostics, particularly for imaging internal organs and assessing conditions like pregnancy, tumours, and heart disease. Advances have led to higher resolution and more accurate imaging.⁴</td></tr> <tr> <td>3D sonography</td><td>The development of 3D sonography allows more detailed visualization of organs, offering improved diagnostic accuracy in obstetrics and cardiology.⁵</td></tr> <tr> <td>Doppler ultrasound</td><td>Doppler sonography, which evaluates blood flow, has enhanced the ability to detect vascular abnormalities and circulatory problems.¹</td></tr> <tr> <td>Portable sonography devices</td><td>Advances in portable sonography devices have made imaging more accessible in remote and emergency settings, improving patient outcomes.⁶</td></tr> </table>	Sonography in diagnostics	Sonography is widely used in diagnostics, particularly for imaging internal organs and assessing conditions like pregnancy, tumours, and heart disease. Advances have led to higher resolution and more accurate imaging. ⁴	3D sonography	The development of 3D sonography allows more detailed visualization of organs, offering improved diagnostic accuracy in obstetrics and cardiology. ⁵	Doppler ultrasound	Doppler sonography, which evaluates blood flow, has enhanced the ability to detect vascular abnormalities and circulatory problems. ¹	Portable sonography devices	Advances in portable sonography devices have made imaging more accessible in remote and emergency settings, improving patient outcomes. ⁶
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Portable sonography devices	Advances in portable sonography devices have made imaging more accessible in remote and emergency settings, improving patient outcomes. ⁶								

Steps for using figures	Example
<p>Figures can be maps, charts, diagrams, drawings, graphs, and photographs. To include a figure in your work:</p> <ol style="list-style-type: none"> 1. Refer to the figure in your text (see <i>Student's text</i>, right). 2. Write a single-spaced caption for the figure. Use the same font size and style as the rest of the assignment. The caption should appear below the figure. 3. Number the figures according to their order in your assignment. Number tables and figures separately. 4. Provide a citation with a page number. 	<p>Student's text</p> <p>For patients experiencing repeated dislocation of the femoral head, it may be necessary to constrain the polyethylene liner (Figure 1).</p>  <p>Figure 1. Constrained liner. AP radiograph of a total hip replacement shows the metal ring (white arrow) of the inferior edge of the polyethylene liner and screw (left yellow arrow). Adapted from Miller.^{64(p3805)}</p> <p>Reference for reference list</p> <p>64. Miller TT, Imaging of hip arthroplasty. <i>Eur J Radiol.</i> 2012;81(12):3802-12. https://doi.org/10.1016/j.ejrad.2011.03.103</p>

Section 3: Academic integrity

Plagiarism

Incorrect referencing techniques (even if they are innocent mistakes) can lead to problems with ‘plagiarism’. The word ‘plagiarism’ comes from the Latin word *plagiarius*—meaning ‘kidnapper’. Plagiarism is a form of kidnapping others’ work and ideas by presenting them in an assignment without giving credit to the author(s). According to the *Oxford Student’s Dictionary*, plagiarism is the act of “copying another person’s ideas, words or work and pretending they are your own”.¹ In other words, you would be plagiarising if you copied the ideas, words, or thoughts of the authors of your research without acknowledging them in your paragraphs, even if you have paraphrased. This includes using another student’s work, or your own previously submitted work, without acknowledging or citing it. Always act with integrity and use correct referencing techniques to make sure you do not accidentally plagiarise someone else’s work. You are strongly encouraged to familiarise yourself with CQUniversity’s Student Academic Integrity Policy and Procedure at: <https://www.cqu.edu.au/policy>

Plagiarism is considered serious misconduct and must be always avoided and reported because:

- plagiarism is unethical
- plagiarism does not allow you to develop as an academic writer
- plagiarism attracts severe penalties.

How can I check for plagiarism?

While enrolled at CQUniversity, each time you upload an assignment it is processed through the Turnitin program. This is a program that checks for similarity between your work and others therefore identifying possible plagiarism in your assignment. You can learn to use Turnitin to check your assignment for accidental plagiarism before you submit your final copy to your lecturer. Watch the video: <https://delivery-cqucontenthub.stylelabs.cloud/api/public/content/Turnitin-quickstart.pdf?v=18e3dba7>

If it seems you have plagiarised, you will be sent an email to advise that plagiarism has been detected in your assignment. You will need to answer the email and explain what happened. You may also be required to attend some academic integrity training and/or face severe academic penalties, including possibly failing and being withdrawn from your course.

Steps for avoiding plagiarism	
1. Record the sources you use.	Before beginning to take notes from any source, record all the bibliographic information.
2. Take careful notes.	Develop a system to distinguish between what you have copied directly from the source (directly quoted), what you have put in your own words (paraphrased or summarised), and your comments about the information in that source.
3. Paraphrase appropriately.	Change words and structure of the original work keeping only technical words the same.
4. Use in-text referencing in every written draft.	Get into the habit of including the in-text numerical superscript references as you write each draft of your assignment.
5. Keep your work secure.	Avoid sharing paper or electronic drafts of your work with other students.
6. Use Turnitin to check for text matching on assignment drafts.	You can use the Turnitin software to check your draft assignment for evidence of matching text before submission.

Ethical use of Generative AI (e.g., Copilot, ChatGPT, Chat PDF, etc.)

Generative AI models such as Chat GPT draw from a wide range of internet sources to respond to questions or prompts from the user. These models can be used as supplementary resources to aid in idea development while still upholding the values of Academic Integrity. They may help you to start your research or reading on a topic by suggesting keywords, search terms, brainstorming, or generating ideas.

Use caution when using Generative AI for academic assignments

Information provided by AI is not always current, correctly referenced or completely accurate. AI material is not a peer reviewed or a primary source. For most of your academic work, it is crucial to engage with primary academic sources directly to support your arguments and claims. Primary sources are typically original documents or data such as:

- a journal article reporting new research or findings,
- books or book chapters,
- recorded or published interviews, speeches, oral histories,
- case law, legislation, regulations, constitutions,
- government documents, research reports, statistical data.

You must verify any AI-generated content by using reliable sources; therefore, search for a scholarly, reputable source to read and improve your knowledge and understanding. It is best to paraphrase or quote from those articles ensuring you acknowledge the source.

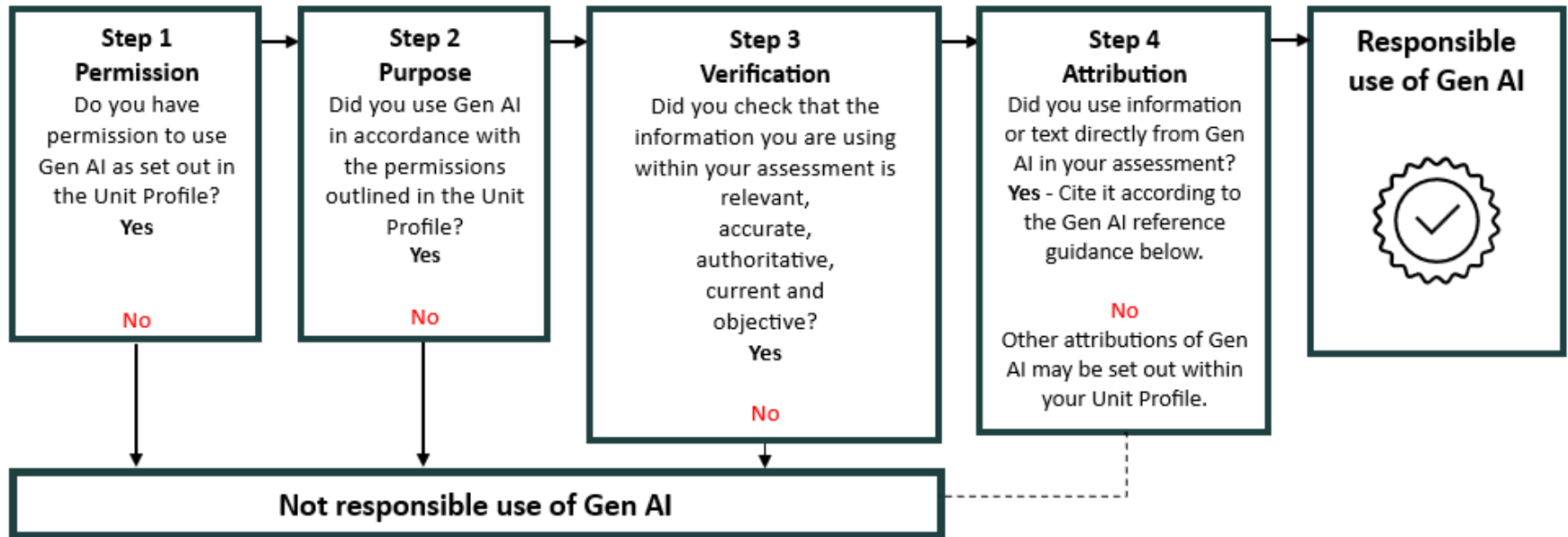
Avoid breaches of academic integrity

Be informed about the requirements for using AI in your assignments.

- Check the assignment information, your course profile and speak to unit coordinators to determine whether you are permitted to use AI. Some assessments do not permit the use of AI tools, while others may allow it with some limitations.
- Follow the requirements about providing a statement or declaration that outlines the AI tools used in the assessment.
- If instructed to do so, appropriately acknowledge ALL content generated by AI with an in-text citation. Failure to appropriately acknowledge AI can result in a breach of academic integrity.

Note. Be aware that Gen AI is not a primary source.

Gen AI is best used for tasks such as brainstorming and generating ideas. Use the flowchart below as a guide for engaging with Gen AI.



Reach out to your lecturers and the Academic Learning Centre (ALC) if you need further guidance using GenAI tools as part of your work, research, and studies.

Book into a free, [one-on-one appointment](#) or [workshop](#) (on-campus or online) with a friendly ALC adviser for more advice.

Referencing steps	Example
<p>In-text citation</p> <p>If you must cite Generative AI, it should be cited as a nonrecoverable source and it is essential to credit the tool.</p> <ol style="list-style-type: none"> 1. Author/Creator: In place of an individual author, use the organisation responsible for its development (e.g., “Copilot” OR “OpenAI”). 2. Publication Date: Since text produce by AI does not have traditional publication dates, it is acceptable to use the date of access. 3. Title: Use the name of the specific AI model, e.g., “Copilot” OR “ChatGPT”. 4. Superscript number: None is used since there is no entry in the reference list. <p>Reference</p> <p>The NLM style guide² suggests that any content that cannot be sourced directly by the reader should not appear in the reference list.</p>	<p>In-text citation in a quotation, with the prompt included in the text</p> <p>When prompted with “Do we only use 10% of our brain?” (24 September 2023), OpenAI’s ChatGPT-generated text indicated that contrary to popular belief, “there is no large, unused portion of the brain. The brain is a highly complex organ, and different regions are responsible for various cognitive functions”.</p> <p>Reference</p> <p>There is no reference in the reference list. Provide the details of the tool in-text, as shown above.</p>

Section 4: How to create a reference list

At the end of your assignment, you will need to include a list of all the sources you have used in your assignment. This is known as a reference list. Your reference list will need to be formatted using Vancouver style.

The reference list should only include citations that have been used within your assignment. The reference list does NOT include all your background reading.

Steps for creating a reference list

When including a source in the reference list, you must provide the reader with enough information to locate that source. Examples in the following pages demonstrate how specific sources are included in the reference list. This guide does not contain an exhaustive list of examples, so at times you will need to problem solve by applying the closest citation code or pattern when deciding how to reference the source you have used.

There are two key steps when writing your reference list:

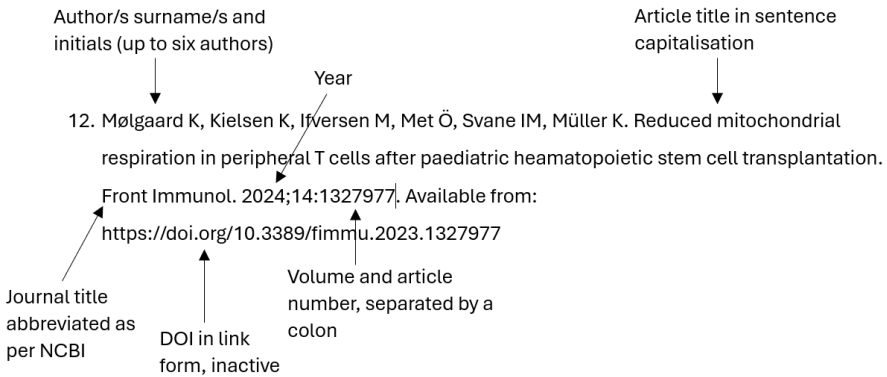
Step 1. Find the relevant details shown in the following tables and those in Part B of this guide. Look at the examples that follow; there is a pattern to this task.

Step 2. Format the details according to Vancouver style. Each time you gather information it is placed in a similar order in the citation.

If you are still unsure about how to reference, you can ask the Academic Learning Centre (ALC) to assist you. Look out for ALC workshops or book an ALC appointment.

ALC Services	ALC Workshops	ALC Appointments
<p>The ALC offers a range of support services. If you require more assistance with referencing or other academic skills, attend any of the ALC workshop or book an appointment. See terms and conditions.</p> <p>If you have another enquiry, please email alc-advice@cqu.edu.au for assistance.</p>	<p>View all ALC workshops. https://interact.cqu.edu.au/s/alc/events (Available to all students)</p>	<p>Book an ALC Appointment. https://interact.cqu.edu.au/s/alc (Available to students within their first eight units or with a referral from a lecturer after completing eight units.)</p>

Journal: article	Example
<p>For a journal article, the following elements should be presented in this order:</p> <ol style="list-style-type: none"> 1. Author/s' surname (family name) and initials 2. Title of article with sentence capitalisation (do not capitalise after a colon) 3. Abbreviated name of journal with title capitalisation (see below) 4. Year 5. Volume number 6. Issue number (if given) 7. Page numbers on which the article begins and ends 8. "Available from:" followed by the DOI in link form. Remove the hyperlink. <p>Journal: title abbreviations See the Vancouver list of accepted journal abbreviations at: https://www.ncbi.nlm.nih.gov/nlmcatalog/journals</p> <p>DOI, URL or nothing? Always include a DOI if available; do not include any other URL unless the source can be accessed publicly from the Internet (i.e., not from Library search or other database accessed through the library).</p>	<div> <div> Author/s surname/s and initials (up to six authors) ↓ </div> <div> Article title in sentence capitalisation (no capitalisation after a colon) ↓ </div> </div> <div> 1. Fayisa S, Ghozy S, Zarrintan A, Bilgin C, Kallmes DF. Magnetic resonance imaging in diagnosing spinal cord tuberculoma: a case series and literature review. Radiol Case Rep. 2025;20(2):1182–8. Available from: https://doi.org/10.1016/j.radcr.2024.10.156 </div> <div> <div> ↑ Year </div> <div> ↑ Volume and (issue/number) </div> <div> ↑ Page range </div> <div> ↑ DOI in link form, inactive </div> <div> ↑ Journal title abbreviated as per NCBI </div> </div>

Journal: article with an article number or e-locator (no page range)	Example
<p>The format is the same for a journal article with an article number, except the article number is placed where the page numbers would be:</p> <ol style="list-style-type: none"> 1. Author/s' surname (family name) and initials 2. Title of article with sentence capitalisation (do not capitalise after a colon) 3. Abbreviated name of journal with title capitalisation (See the Vancouver list of accepted journal abbreviations at: https://www.ncbi.nlm.nih.gov/nlmcatalog/journals) 4. Year 5. Volume number 6. Issue number (if given) 7. Article or e-locator number 8. "Available from:" followed by the DOI in link form. Remove the hyperlink. 	 <p>Author/s surname/s and initials (up to six authors)</p> <p>Article title in sentence capitalisation</p> <p>Year</p> <p>12. Mølgaard K, Kielsen K, Ifversen M, Met Ö, Svane IM, Müller K. Reduced mitochondrial respiration in peripheral T cells after paediatric heamatopoietic stem cell transplantation.</p> <p>Front Immunol. 2024;14:1327977. Available from: https://doi.org/10.3389/fimmu.2023.1327977</p> <p>Journal title abbreviated as per NCBI</p> <p>DOI in link form, inactive</p> <p>Volume and article number, separated by a colon</p>

Standalone document with a publication date (e.g., reports and other official documents)	Examples
<p>For a standalone document, the following elements should be presented in this order:</p> <ol style="list-style-type: none"> 1. Name of the author/sponsor/owner of the site/ organisation/department 2. Title of page/site with sentence capitalisation 4. City (if available) 5. Publisher (if available/different from author) 6. Year Month Date (if month and/or date are available) 7. “Available from:” followed by the URL. Remove the hyperlink. Do not end with a full stop. <p>Note: Ensure links are useable by others. If a link opens a downloaded document, go back to the original webpage, right click on the link and choose “copy link”.</p>	<div style="text-align: center; margin-bottom: 10px;"> <div>Author/authoring body</div> <div>Title in sentence capitalisation</div> <div>City</div> </div> <p>11. Australian Institute of Health and Welfare. Australia’s health 2024: in brief. Canberra: Australian Government; 2024. Available from: https://www.aihw.gov.au/getmedia/6b19e493-0ebe-420f-a9a3-e48b26aa9f9f/aihw-aus-249-ib.pdf?v=20240715154739&inline=true</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;"> <div>Publisher</div> <div>Year Month Date (if month and date are available)</div> </div> <div style="text-align: center;"> <div>URL, inactive</div> </div> </div> <p>8. Australasian Sonographers Association. Guide to consent for medical ultrasound examinations. Melbourne; 2024 Sep. Available from: https://www.sonographers.org/publicassets/044e8087-057b-ef11-9133-0050568796d8/Guide-to-Consent-for-medical-examinations--Sept-24.pdf</p> <p>21. Optometry Board of Australia. Guidelines for use of scheduled medicines. AHPRA; 2021 Dec 10. Available from: https://www.optometryboard.gov.au/Policies-Codes-Guidelines.aspx</p>

Webpage	Examples
<p>For a webpage, the following elements should be presented in this order:</p> <ol style="list-style-type: none"> 1. Name of the author/sponsor/owner of the site/organisation/department 2. Title of page/site with sentence capitalisation 3. Source in square brackets (i.e., Internet) 4. Owner of the site/publisher (if available/different from author) 5. Year Month Date (if month and/or date are available) 6. Date cited in square brackets 7. “Available from:” followed by the URL. Remove the hyperlink. Do not end with a full stop. 	<div style="display: flex; justify-content: space-around; margin-bottom: 10px;"> <div style="text-align: center;"> <p>Author/authoring body</p> <p>↓</p> </div> <div style="text-align: center;"> <p>Title in sentence capitalisation</p> <p>↓</p> </div> </div> <p>6. World Health Organization. WHO announces first prequalification of a tuberculosis diagnostic test [Internet]; 2024 Dec 5 [cited 2024 Dec 11]. Available from: https://www.who.int/news/item/05-12-2024-who-announces-first-prequalification-of-a-tuberculosis-diagnostic-test</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;"> <p>↑</p> <p>URL, inactive</p> </div> <div style="text-align: center;"> <p>↑</p> <p>Year Month Date (if month and date are available)</p> </div> <div style="text-align: center;"> <p>↑</p> <p>Date cited</p> </div> </div> <p>9. Department of Economic and Social Affairs. The 17 goals [Internet]. United Nations; 2024 [cited 2024 Dec 11]. Available from: https://sdgs.un.org/goals</p>

Book	Examples
<p>For a book, the following elements should be presented in this order:</p> <ol style="list-style-type: none"> 1. Author/s' surname/s (family name) and initials 2. Title of book with sentence capitalisation 3. The edition, if later than 1st ed. 4. City 5. Publisher 6. Year of publication 7. If the eBook has a DOI, include it in your reference. <p>Note: Always include a DOI if available; do not include any other URL unless the source can be accessed publicly from the Internet (i.e., not from Library search or other database accessed through the library).</p>	<div> <p>Author/s</p> <p>Title in sentence capitalisation</p> <p>1. Ritter JM, Flower R, Henderson G, Loke YK, MacEwan D, Rang HP. Rang and Dale's pharmacology e-book. 9th ed. Sydney: Elsevier; 2020.</p> <p>Edition City Publisher Year</p> </div> <div> <p>Author/s</p> <p>Title in sentence capitalisation</p> <p>31. McCorry LK, Zdanowicz MM, Gonnella CY. Essentials of human physiology and pathophysiology for pharmacy and allied health. New York: Routledge; 2018. Available from: https://doi.org/10.4324/9780429260773</p> <p>DOI in link form, inactive City Publisher Year</p> </div>

Chapter in an edited book	
<p>For a chapter in a book, the following elements should be presented in this order:</p> <ol style="list-style-type: none"> 1. Author/s' surname/s (family name) and initials 2. Title of chapter with sentence capitalisation 3. "In:" Editor name/s, "editor/s" 4. Title of book with sentence capitalisation 5. The edition, if later than 1st ed. 6. City 7. Publisher 8. Year of publication 9. Chapter number OR chapter DOI* (if provided) 10. If the eBook has a DOI, include it in your reference. <p>Note: Always include a DOI if available; do not include any other URL unless the source can be accessed publicly from the Internet (i.e., not from Library search or other database accessed through the library).</p> <p>*Some books have separate DOIs for chapters.</p>	<p>The diagram illustrates the structure of two references with arrows pointing to specific elements:</p> <p>Reference 19: 19. Goldman AS, Prabhakar BS. Immunology overview. In: Baron S, editor. Medical microbiology. 4th ed. Galveston: University of Texas Medical Branch at Galveston; 1996. Chapter 1. Available from: https://www.ncbi.nlm.nih.gov/books/NBK7795/</p> <ul style="list-style-type: none"> Chapter author/s: Goldman AS, Prabhakar BS Chapter title in sentence capitalisation: Immunology overview Book editor: Baron S, editor Book title in sentence capitalisation: Medical microbiology City: Galveston Publisher: University of Texas Medical Branch at Galveston URL, inactive: https://www.ncbi.nlm.nih.gov/books/NBK7795/ Year: 1996 Chapter number: Chapter 1 <p>Reference 22: 22. Flohr T, Petersilka M, Ulzheimer S, Schmidt B, Erhard K, Brendel B et al. Basic principles and clinical applications of photon-counting CT. In: Alkadhi H, Euler A, Maintz D, Sahani D, editors. Spectral imaging dual-energy, multi-energy and photon-counting CT. Cham: Springer; 2022. Available from: https://doi.org/10.1007/978-3-030-96285-2</p> <ul style="list-style-type: none"> Chapter author/s: Flohr T, Petersilka M, Ulzheimer S, Schmidt B, Erhard K, Brendel B et al. Chapter title in sentence capitalisation: Basic principles and clinical applications of photon-counting CT Book title in sentence capitalisation: Spectral imaging dual-energy, multi-energy and photon-counting CT DOI in link form, inactive: https://doi.org/10.1007/978-3-030-96285-2 Book editors: Alkadhi H, Euler A, Maintz D, Sahani D, editors City: Cham Publisher: Springer Year: 2022

Book (volume) within a series	
<p>For a book within a series, the following elements should be presented in this order:</p> <ol style="list-style-type: none"> 1. Author/s' surname/s (family name) and initials 2. Title of book with sentence capitalisation 3. The edition, if later than 1st ed. 4. "Vol." and the volume number 5. Name of the series 6. City 7. Publisher 8. Year of publication 9. If the eBook has a DOI, include it in your reference. <p>Note: Always include a DOI if available; do not include any other URL unless the source can be accessed publicly from the Internet (i.e., not from Library search or other database accessed through the library).</p>	<div> <div>Chapter author/s</div> <div>Chapter title in sentence capitalisation</div> <div>Book title in sentence capitalisation</div> </div> <div> <div>16. Kripal K, Dileep A. Role of radiographic evolution: an aid to diagnose periodontal disease. In: Mohammed N, Yussi A, editors. Periodontal disease diagnostic and adjunctive non-surgical considerations. Vol. 6, IntechOpen book series: dentistry. London: InTech Open; 2020.</div> <div>Chapter 4. Available from: http://dx.doi.org/10.5772/intechopen.78158</div> <div> <div>Book editors</div> <div>Chapter number</div> <div>Volume number</div> <div>Series title in sentence capitalisation</div> <div>DOI in link form, inactive</div> <div>City</div> <div>Publisher</div> <div>Year</div> </div> </div>

Other rules for formatting references

DOIs	
<p>DOI stands for digital object identifier. It is a unique alphanumeric string assigned to a digital source such as a journal : article or e-book. In a journal article, it can usually be found near the title of the article or in the header or footer of a PDF. In a book, it can usually be found with the other publication information. DOIs should be included in a reference whenever one is available.</p> <p>DOIs are sometimes shown as an alphanumeric string and sometimes as a hyperlink. The Vancouver style requires that DOIs be shown as an inactive hyperlink; they should look like a URL (i.e., begin with https://doi.org/, for example) but should not be blue or underlined.</p> <p>Note: You can paste a link as plain text by right clicking and selecting “Keep text only” (the clipboard with the letter A on it). You can also remove an existing link by right clicking on the text and selecting “Remove hyperlink”.</p>	<p>62. Timmis A, Vardas P, Townsend N, Torbica A, Katus H, De Smedt D, et al. European Society of Cardiology: cardiovascular disease statistics. Eur Heart J Open. 2022;43(8):716-799. Available from: https://doi.org/10.1093/eurheartj/ehab892</p>

URLs									
<p>Removing a hyperlink URLs should not be active. That is, they should not be blue or underlined. Most word processing packages will automatically underline the Internet address. To deactivate a live link, right click on it and choose “Remove hyperlink”.</p> <p>Avoiding long URLs To avoid very long URLs, it is acceptable to give the home page for a website rather than the exact URL of the page you are referencing if the website has a search facility.</p>	<p>19. Goldman AS, Prabhakar BS. Immunology overview. In: Baron S, editor. Medical microbiology. 4th ed. Galveston: University of Texas Medical Branch at Galveston; 1996. Chapter 1. Available from: https://www.ncbi.nlm.nih.gov/books/NBK7795/</p>								
DOI or URL?									
<p>DOI available → YES: Use it! ↓ NO Is the source from a database? → YES: Do not ↓ NO Use the URL</p> <p>Never use a link that cannot be accessed by others, such as those accessed through the CQUni library.</p>	<table> <tr> <th>Use a DOI, if available</th><th>Don't use links from databases</th></tr> <tr> <td>https://doi.org/10.1016/S0140-6736(23)01249-7</td><td>https://pdf.sciencedirectassets.com/271074/1-s2.0-S0140673623X00518/1-s2.0-S0140673623012497</td></tr> <tr> <td>https://doi.org/10.1186/s12936-022-04301-8</td><td>https://web.s.ebscohost.com/ehost/pdfviewer/pdfviewer?vid=0&sid=0db3c6c2-1156-4bd3-bea8-29e88f12b5fe%40redis</td></tr> <tr> <td>https://doi.org/10.1038/s41579-023-00994-z</td><td>https://www.proquest.com/docview/2900962772?pq-origsite=primo&accountid=10016&sourcetype=Scholarly%20Journals</td></tr> </table>	Use a DOI, if available	Don't use links from databases	https://doi.org/10.1016/S0140-6736(23)01249-7	https://pdf.sciencedirectassets.com/271074/1-s2.0-S0140673623X00518/1-s2.0-S0140673623012497	https://doi.org/10.1186/s12936-022-04301-8	https://web.s.ebscohost.com/ehost/pdfviewer/pdfviewer?vid=0&sid=0db3c6c2-1156-4bd3-bea8-29e88f12b5fe%40redis	https://doi.org/10.1038/s41579-023-00994-z	https://www.proquest.com/docview/2900962772?pq-origsite=primo&accountid=10016&sourcetype=Scholarly%20Journals
Use a DOI, if available	Don't use links from databases								
https://doi.org/10.1016/S0140-6736(23)01249-7	https://pdf.sciencedirectassets.com/271074/1-s2.0-S0140673623X00518/1-s2.0-S0140673623012497								
https://doi.org/10.1186/s12936-022-04301-8	https://web.s.ebscohost.com/ehost/pdfviewer/pdfviewer?vid=0&sid=0db3c6c2-1156-4bd3-bea8-29e88f12b5fe%40redis								
https://doi.org/10.1038/s41579-023-00994-z	https://www.proquest.com/docview/2900962772?pq-origsite=primo&accountid=10016&sourcetype=Scholarly%20Journals								

[Internet] and date cited	
<p>These days, it is likely that most of your sources will come from the Internet. It is only necessary to label a source as coming from the internet when its text is subject to change. For example, a source with a publication date of 2022 should contain exactly the same text in 2033 as it did in 2022. On the other hand, information from a website does not contain a formal publication date and is likely to become unavailable or change over time.</p> <p>For websites and similar types of sources, it is necessary to indicate that it is from the Internet [Internet] and the date it was cited [cited 2024 Dec 12]. If your work is read at a future date, the reader can see that the source may have changed since you cited it.</p>	<p>4. Baumer N, Frueh J. Mind and mood: what is neurodiversity? [Internet]. Harvard Health Publishing: Harvard Medical School. 2021 [cited 2024 Dec 12]. Available from: https://www.health.harvard.edu/blog/what-is-neurodiversity-202111232645</p>
<p>For sources that are periodically updated, use the word 'updated' before the most recent date in square brackets. If the original publication date is available, include it before the square brackets e.g.: 2020 [updated 2023 Dec 3; cited 2024 Jan 7]</p>	<p>5. Australian Sonographer's Association. Sonographer COVID-19 practice and safety advice [Internet]; [updated 2022 Jan 24; cited 2025 Jan 16]. Available from: https://www.sonographers.org/resources-tools/covid-19/sonographer-covid-19-practice-and-safety-advice</p>
Author names	
<ul style="list-style-type: none"> In Western culture, given names usually come before the surname (family name) 	<p>Fei Zhong → Zhong F Helen Beetham → Beetham H</p>

<ul style="list-style-type: none"> • Even if the source gives the author/s' first names in full, Vancouver style does not include this. Use only the first initials of given names of author • Titles such as Doctor or Professor are not included in a citation or reference • For hyphenated surnames or surnames with a prefix (e.g., Van Der Berg, al-Badri, DeWitt), the prefix should also be included as a part of the surname. Retain the original capitalisation. 	<p>Louise Coleman-Davis → Coleman-Davis L</p> <p>Phillip C De Witt Hamer → De Witt Hamer PC</p> <p>Redmond O'Hanlon → O'Hanlon R</p> <p>Jāmi'at al-Malik → al-Malik J</p>
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Capitalisation	
<p>Sentence capitalisation (sentence case)</p> <ul style="list-style-type: none"> • Only the first word in the titles of books, chapters, journal: articles and websites is capitalised regardless of how the titles are capitalised in the original. Exceptions are proper nouns and adjectives: Australia/Australian. • If the title of the article, book or chapter contains a colon, the first word after the colon should not be capitalised unless it is a proper noun or adjective. <p>Title capitalisation</p> <p>Use Title Case for the titles of periodicals (journals, magazines)</p> <ul style="list-style-type: none"> • , and newspapers). Refer to the abbreviation guide for journal titles located at: 	<div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>Author/s surname/s and initials (up to six authors)</p> <p>↓</p> <p>1. Fayisa S, Ghozy S, Zarrintan A, Bilgin C, Kallmes DF. Magnetic resonance imaging in diagnosing spinal cord tuberculoma: a case series and literature review. Radiol Case Rep. 2025;20(2):1182–8. Available from: https://doi.org/10.1016/j.radcr.2024.10.156</p> <p>↑ ↑ ↑</p> <p>Year Page range</p> <p>Volume and (issue/number)</p> </div> <div style="text-align: center;"> <p>Article title in sentence capitalisation (no capitalisation after a colon)</p> <p>↓</p> <p>↑</p> <p>Journal title abbreviated as per NCBI</p> </div> </div> <p style="text-align: center;">DOI in link form, inactive</p>

<p>https://www.ncbi.nlm.nih.gov/nlmcatalog/journals</p> <ul style="list-style-type: none"> Authors' names and initials and the names of publishing firms and organisations are always capitalised. 	<div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>Chapter title in sentence capitalisation</p> <p>↓</p> </div> <div style="text-align: center;"> <p>Book title in sentence capitalisation</p> <p>↓</p> </div> </div> <p>19. Goldman AS, Prabhakar BS. Immunology overview. In: Baron S, editor. Medical microbiology. 4th ed. Galveston: University of Texas Medical Branch at Galveston; 1996. Chapter 1. Available from: https://www.ncbi.nlm.nih.gov/books/NBK7795/</p> <div style="text-align: center;"> <p>↑</p> <p>Publisher in title capitalisation</p> </div>
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Punctuation	
<p>For most references, leave a single space after punctuation such as commas, colons :, semicolons ; and full stops. An important exception to this is the punctuation in journal articles, where there are no spaces after colons or semicolons between the year, volume and page range or article number (see below and right):</p> <p>year;volume(issue):pages or article#</p> <p>2022;22(1):512</p>	<p>Journal: article – no spaces after semicolon and colon shown in grey</p> <p>25. Broomhead T, Gibson B, Parkinson C, Vettore M, Baker S. Gum health and quality of life—subjective experiences from across the gum health-disease continuum in adults. BMC Oral Health. 2022;22(1):512. Available from: https://doi.org/10.1186/s12903-022-02507-5</p> <p>Books and other sources – one space after all punctuation</p> <p>28. Abela GS, editor. Peripheral vascular disease: basic diagnostic and therapeutic approaches. Philadelphia: Lippincott Williams & Wilkins; 2004.</p>

Part B

How to use citation examples to assist with your reference list

This CQUniversity Abridged Guide to the Vancouver Referencing Style provides several examples showing how to reference specific sources in the text of your assignment (in-text) and in the reference list. However, this guide does not contain an exhaustive list of examples so it may be necessary to examine more than one example, or a combination of examples, to identify the best way to reference a specific item. Sometimes you need to problem solve to decide how to reference the item you have used.

When adding a reference to the reference list, you must provide the reader with enough information to enable them to locate the source. The following specific examples of referencing, and the examples provided in Section 3, will help you to work out what kind of information you need to collect about your source. Find one of the examples in this guide like your source and gather similar information for your citation. If you are still unsure, you can ask the Academic Learning Centre (ALC) to assist you. Look out for ALC advertised workshops.

All sources

	In-text citation	Reference
One author	According to Zahm, ¹⁶ the concept of a limbic system...	16. Zahm DS. Anatomy of neuropsychiatry: the new anatomy of the basal forebrain and its implications for neuropsychiatric illness. 2nd ed. Chantilly: Elsevier Science & Technology; 2023. Available from: https://doi.org/10.1016/C2022-0-01273-3
Two authors <u>Author-prominent citation</u> Use the surname of both authors, separated by a comma.	It has been suggested that the concept of a limbic system is no longer supported by recent discoveries in neurological research. ¹⁶	
	Ntuli and Letswalo ⁴⁴ argue that foot and lower limb amputations in patients with diabetes are the result of a lack of adequate foot care at the primary healthcare level.	44. Ntuli S, Letswalo DM. Diabetic foot and lower limb amputations at central, provincial and tertiary hospitals-underscores the need for organised foot health services at primary healthcare level. Foot. 2023;56:102039–102039. Available from: https://doi.org/10.1016/j.foot.2023.102039
	...living with diabetes. ⁴⁴	

<p>Three to six authors</p> <p><u>Author-prominent citation</u> Use the surname of the first author and “et al.”.</p> <p><u>Reference</u> List all authors. Separate authors with a comma.</p>	<p>Pérez-Marrero et al.⁵ conclude...</p> <p>...to a decision about further testing of lymphadenopathies in children.⁵</p>	<p>6. Pérez-Marrero L, Norambuena MF, Whittle C, Fuentealba IM, Spralja B. “Truffle sign”. A suspicious malignant pattern of lymphadenopathies in children observed on ultrasound. Preliminary study. J Ultrasound. 2023;26(4):823–7. Available from: https://doi.org/10.1007/s40477-023-00798-0</p>
<p>Seven authors or more</p> <p><u>Author-prominent citation</u> Use the name of the first author and “et al.”.</p> <p><u>Reference</u> List the first six authors, then “et al.”.</p> <p>The reference on the right is from an article with twelve authors.</p>	<p>Eroglu et al.²⁹ suggest that the risk of out-of-hospital cardiac arrest may be greater with the use of non-cardiac QT-prolonging drugs than with QT-prolonging drugs.</p> <p>...perhaps not because of the drug itself but because of patient awareness.²⁹</p>	<p>29. Eroglu TE, Barcella CA, Blom MT, Mohr GH, Souverein PC, Torp-Pedersen C, et al. Out-of-hospital cardiac arrest and differential risk of cardiac and non-cardiac QT-prolonging drugs in 37 000 cases. Br J Clin Pharmacol. 2022;88(2):820–9. Available from: https://doi.org/10.1111/bcp.15030</p>
<p>Organisation as author</p> <p>Use the organisation name as the author using title capitalisation.</p>	<p>The Optometry Board of Australia²⁵ summed up the changes as being in the interest of public safety.</p>	<p>25. Optometry Board of Australia. Public protection in focus in latest reforms [Internet]. APRAH; 2024 [cited 2024 Dec 17]. Available from: https://www.optometryboard.gov.au/en.aspx</p>
<p>Source within a source</p> <p><u>In-text citations</u> Provide the author/s and year of the primary source.</p> <p><u>Reference</u></p>	<p>According to Bailey (1978 cited in Kumar),^{5(p13)} “[p]ure research involves developing and testing theories and hypotheses that... may or may not have practical application at the present time or in the future”.</p>	<p>5. Kumar R. Research methodology: a step-by-step guide for beginners. 4th ed. Los Angeles: Sage; 2019.</p>

Provide information about the source you actually read in the reference list; do not provide any information about the secondary source in your reference list.	A useful tool for diagnosing pneumonia is lung and pleural ultrasonography (Bhalla et al. 2022 cited in Ciuca). ⁸	8. Ciuca I. Pediatric lung ultrasound. <i>Pediatr Pulmonol.</i> 2024;1-2. Available from: https://doi.org/10.1002/ppul.27302
No date can be established Evaluate the source carefully to ensure it is sufficiently credible. If the source is from the internet, indicate this and provide the date cited.	... based on evaluations using the CASP checklist. ⁶	6. Critical Appraisal Skills Program. CASP checklist: for randomised controlled trials (RCTs) [Internet]. [date unknown; cited 2024 Dec 17]. Available from: https://casp-uk.net/casp-checklists/CASP-checklist-randomised-controlled-trials-RCT-2024.pdf
Several sources cited at once Do not overdo this – cite only the most relevant sources.	According to Rojas et al. ¹² and Köster et al., ¹³ <i>Giardia duodenalis</i> is a leading cause... <i>Giardia</i> is contracted when cysts from the faeces of an affected animal are ingested. ^{12,13}	12. Rojas-López L, Marques RC, Svärd SG. <i>Giardia duodenalis</i> . <i>Trends Parasitol.</i> 2022;38(7):605–6. Available from: https://doi.org/10.1016/j.pt.2022.01.001 13. Köster PC, González-Barrio D, Carmena D. Editorial for the special issue: diagnosis, epidemiology and transmission dynamics of <i>Cryptosporidium</i> spp. and <i>Giardia duodenalis</i> . <i>Pathogens.</i> 2022;11(2):141. https://doi.org/10.3390/pathogens11020141

Journal: articles

Note: Journal titles are abbreviated in Vancouver. Refer to <https://www.ncbi.nlm.nih.gov/nlmcatalog/journals>

	In-text citation	Reference
Journal article with a DOI	In an evaluation of the use of AI for improving clinical diagnoses, Ajuwon et al. ²⁶ conclude... ...because of the importance of early diagnosis. ²⁶	26. Ajuwon BI, Roper K, Richardson A, Lidbury BA. Routine blood test markers for predicting liver disease post HBV infection: precision pathology and pattern recognition. <i>Diagnosis</i> . 2023;10(4):337-47. Available from: https://doi.org/10.1515/dx-2023-0078
Journal article without a DOI <u>Reference</u> Use the URL. If accessing a hardcopy, there is no need to provide a DOI or URL. Note: The second reference in the far right is labelled as being from the Internet and includes the date cited. This is because the articles from UpToDate are updated and therefore subject to change.	Warren, Marshall ¹⁸ identified <i>H. pylori</i> as... ... thought to be too acidic to support bacterial life. ¹⁸	18. Warren JR, Marshall BJ. Unidentified curved bacilli on gastric epithelium in active chronic gastritis. <i>Lancet</i> . 1984;323(8390):1311-5. 37. Rubin, DT, Cohen, NA. Thiopurines: pretreatment testing and approach to therapeutic drug monitoring for adults with inflammatory bowel disease [Internet]. UpToDate. 2024 Oct 10 [cited 2024 Dec 18]. Available from: https://sso.uptodate.com/contents/search
Journal article with an article number or e-locator	In a systematic review of genetic changes and testing associated with childhood glaucoma, Kumar et al. ¹⁰ find that...	10. Kumar A, Han Y, Oatts JT. Genetic changes and testing associated with childhood glaucoma: a systematic review. <i>Plos One</i> . 2024;19(2):e0298883. Available from: https://doi.org/10.1371/journal.pone.0298883

Place the article number after the volume and issue (where the page numbers would ordinarily be).	...that genetic testing may improve better outcomes for children with glaucoma. ¹⁰	25. Oza P, Sharma P, Patel S, Adedoyin F, Bruno A. Image augmentation techniques for mammogram analysis. J Imaging. 2022;8(5):141. Available from: https://doi.org/10.3390/jimaging8050141
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Systematic reviews

Cochrane Database of Systematic Reviews or JBI Database of Systematic Reviews and Implementation Reports are cited as per examples below, i.e., replace the journal : name with the database name.

	In-text citation	Reference
Cochrane Database of Systematic Reviews Articles from the Cochrane Database of Systematic Reviews are only available in that database. Therefore, use the database name in place of the journal name as seen in example.	According to Gallagher et al. ⁸ once the site... ...with most surgeries. ⁸	8. Gallagher M, Jones, DJ, Bell-Syer, SV. Prophylactic antibiotics to prevent surgical site infection after breast cancer surgery. Cochrane Database Syst Rev. 2019 Sep 26;9(9):CD005360. Available from: https://doi.org/10.1002/14651858.cd005360.pub5
JBI Database of Systematic Reviews and Implementation Reports The database name is in the place of the journal name.	In a scoping review by Starnes et al., ¹ it was... ...in ICU protocols. ¹	1. Starnes E, Palokas M, Hinton, E. Nurse-initiated spontaneous breathing trials in adult intensive care unit patients: a scoping review. JBI Database System Rev Implement Rep, 2019;17(11):2248–2264. Available from: https://doi.org/10.11124/jbisrir-2017-004025
JBI Evidence Synthesis The database name is in the place of the journal name.	...of circulating 25-hydroxyvitamin D (25[OH]D) concentrations. ⁴⁰	40. Dunlop E, Pham NM, Van Hoang D, Kalmpourtzidou A, Black LJ. Vitamin D status in healthy populations worldwide: a systematic review protocol. JBI Evid Synth. 2023;21(9):1888–1895. Available from: https://doi.org/10.11124/JBIES-22-00354

Magazines

	In-text citation	Reference
<p>Online magazine article</p> <p>Always evaluate information found in magazines for scholarliness, including bias, validity and trustworthiness of the authors. Magazines are not generally considered scholarly sources for research.</p> <p>Reference magazines in the same way you would a journal. : However, indicate that the article is from the Internet and information about the date cited. If no DOI is available, include the URL that links to the article. If no volume, issue or page number is available, omit these elements.</p>	<p>In his article, <i>Can AI Make Medicine More Human?</i> Rodman¹³ considers...</p> <p>...also presents some promising new possibilities.¹³</p>	<p>13. Rodman, A. Can AI make medicine more human? Harvard Medicine [Internet]. 2024 Oct [cited 2024 Dec 19];Autumn 2024. Available from: https://medicinetoday.com.au/mt/2024/november/feature-article/skin-and-hair-changes-menopause-its-not-just-ageing</p> <p>35. See J, Chan, L. Skin and hair changes in menopause – it's not just ageing! Medicine Today [Internet]. 2024 [cited 2024 Dec 20];25(11):21-27. Available from: https://medicinetoday.com.au/mt/2024/40ovember/featur e-article/skin-and-hair-changes-menopause-its-not-just-ageing</p>

Books

	In-text citation	Reference
<p>Hardcopy and e-books.</p> <p>All chapters written by the same author/s (i.e., the book does not contain individually authored chapters).</p> <p>Note:</p> <p>It is not necessary to include an edition number if the book is a first edition.</p> <p>Include a DOI for e-books, if available; do not include any other URL unless the source can be accessed publicly from the Internet (i.e., not from Library search or other database accessed through the library).</p>	<p>Davies²³ outlines three...</p> <p>...for international postgraduates studying in Australia.²³</p>	<p>23. Davies M. Study skills for international postgraduates. 2nd ed. New York: Bloomsbury Academic; 2022.</p> <p>31. McCorry LK, Zdanowicz MM, Gonnella CY. Essentials of human physiology and pathophysiology for pharmacy and allied health. New York: Routledge; 2018. Available from: https://doi.org/10.4324/9780429260773</p> <p>41. Peterson D. Diagnostic sonography clinical handbook. Indiana: Indiana University School of Medicine; 2023. Available from: https://iu.pressbooks.pub/iupuiclinicalds/</p>
<p>Chapter in an edited work</p> <p>Include the chapter number after the year.</p> <p>Note: Include the city of publication. It is only necessary to include additional information (i.e., state or country name) if the location of the city is not widely known, as in this example.</p>	<p>Shin, Rider⁷ discuss implications for the use of AI for...</p> <p>...has improved early diagnosis and outcomes for patients with asthma.⁷</p>	<p>7. Shin H, Rider NL. Artificial intelligence in allergy and immunology. In: Krittanawong C, editor. Artificial intelligence in clinical practice: how AI technologies impact medical research and clinics. Langford Lane, England: Elsevier; 2024. Chapter 37. Available from: https://doi.org/10.1016/C2022-0-00161-6</p>
<p>One volume in a series</p>	<p>According to Koob et al.,¹⁶ this is... ...Ethanol, 2-Propanol, Methanol and Butanol.¹⁶</p>	<p>16. Koob GF, Arends MA, McCracken ML, Le Moal M. Alcohol. Vol. 3, Neurobiology of addiction. London: Elsevier Science and Technology; 2021.</p>

Kindle, Adobe Digital Edition or similar Add the type of edition after the year. Use title capitalisation.		25. Hagen-Ansert SL. Workbook for textbook of diagnostic sonography. 9th ed. St Louis, MO: Elsevier Mosby; 2022. Kindle Edition. Available from: https://www.booktopia.com.au/textbook-of-diagnostic-sonography-sandra-l-hagen-ansert/ebook/9780323441889.html
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Standalone documents

	In-text citation	Reference
Hard copy document Include information about the place of publication and publisher when available.		13. Bendall S, Phelps A., Browne V., Metcalf O., Cooper J., Rose B, et al. Trauma and young people. Moving toward trauma-informed services and systems. Melbourne: Orygen, The National Centre of Excellence in Youth Mental Health; 2018.
Online document with a publication date There is no need to indicate that the source is from the Internet [Internet] or when it was cited if there is a fixed publication date.	According to Queensland Health ²¹from low socio-economic backgrounds. ²⁹	21. Queensland Health. Facial injury and respiratory protective equipment guidance; 2022. Available from: https://www.health.qld.gov.au/__data/assets/pdf_file/0030/1139943/facial-injury-rpe-guideline.pdf 29. COAG Health Council. Healthy mouths, healthy lives – Australia’s National Oral Health Plan 2015–2024; 2015. Available from: https://www.health.gov.au/resources/publications/healthy-mouths-healthy-lives-australias-national-oral-health-plan-2015-2024?language=en
Online document without a publication date	...adrenaline dosage according to the Royal Australian and New Zealand College of Radiologists. ¹⁷	17 Royal Australian and New Zealand College of Radiologists. Contrast guideline - Anaphylaxis Point of Care tool [Internet]. [date unknown; cited 2025 Jan 2]. Available from:

		https://www.ranzcr.com/search/contrast-guideline-anaphylaxis-point-of-care-tool
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Webpages

Note: For websites and similar types of sources, it is necessary to indicate that it is from the Internet [Internet] and the date it was cited [cited 2025 Jan 2]. If your work is read at a future date, the reader can see that the source may have changed since you cited it.

	In-text citation	Reference
Webpage with a date	...and extremely contagious. ⁸	8. Best Practice Advocacy Centre New Zealand. Scabies: diagnosis and management [Internet]. 2022 May 5 [updated 2024 Nov 1; cited 2025 Jan 2]. Available from: https://bpac.org.nz/2022/scabies.aspx
Webpage without a date Use [date unknown] in the reference.	This measure is in alignment with Goal 3 Good Health and Well-being of the United Nations ¹⁵ <i>17 Goals for Sustainable Development</i> .	15. United Nations. The 17 goals [Internet]. [date unknown; cited 2025 Jan 2]. Available from: https://sdgs.un.org/goals
MIMS online or eMIMS elite MIMS (Monthly Index of Medical Specialties), is an online clinical drug reference database used for accessing detailed, up-to-date information on medicines, including indications, dosages, interactions, and contraindications.	Escitalopram is an SSRI commonly used to treat depression and anxiety. ⁶	6. MIMS. APO Escitalopram tablets [Internet]. 2024 [cited 2025 Jan 2]. Available from: https://app.emims.plus/

Conference papers

	In-text citation	Reference
<p>Present information in the following order:</p> <ol style="list-style-type: none"> 1. Author/s 2. Title of paper. 3. Title of conference 4. Date/s of conference 5. Place of conference 6. Place of publication 7. Publisher's name 8. Publication year 9. Page range 10. DOI or URL <p>Note: Occasionally, information may be missing. For example, the place of publication is not provided for the Sundblad et al.¹⁹ paper, referenced in the far-right column.</p>	<p>...use of machine learning for clinical language translation.¹¹</p> <p>A study by Sundblad et al.¹⁹, find...</p>	<p>11. Weng W-H, Chung Y-A, Szolovits P. Unsupervised clinical language translation. In: Proceedings of the 25th ACM SIGKDD International Conference on Knowledge Discovery & Data Mining. 2019 Aug 4–8, Anchorage, AK. New York, NY: ACM; 2019. 3121–31. Available from: https://doi.org/10.1145/3292500.3330710</p> <p>19. Sundblad F, Herrera C, Dickerson C, Salmi A, Raum K. Quantitative ultrasound analysis for rib bones. 2024 IEEE Ultrasonics, Ferroelectrics, and Frequency Control Joint Symposium (UFFC-JS). 22-26 Sep 2024, Taipei, Taiwan. IEEE; 2024. 1–4. Available from: https://doi.org/10.1109/UFFC-JS60046.2024.10794153</p>

Theses

	In-text citation	Reference
<p>For the reference list, present information in the following order:</p> <ol style="list-style-type: none"> 1. Author/s 2. Title of article 3. [type of thesis] 4. Place of publication 5. University of publication 6. Year of publication 	<p>Zhang¹¹ suggests...</p> <p>...from benign lesions.¹¹</p>	<p>11. Zhang M. Ultrasound guided diffuse optical tomography: better image quality enables better classification [PhD thesis]. St Louis, MO: Washington University; 2023.</p>

Legal material

	In-text citation	Reference
<p>Legislation (Acts, Bills, Ordinances and Regulations)</p> <p>Pay careful attention to the formatting of citations and references for legislation, as these differ in significant ways from other types of references (e.g., in the use of italics).</p> <p>Abbreviations used for jurisdiction:</p> <p>Cth – Commonwealth ACT – Australian Capital Territory NSW – New South Wales NT – Northern Territory SA – South Australia Tas – Tasmania</p>	<p>Division 4 of the Radiation Safety Act 1999 (Qld)⁴⁹ states that people should be protected from unnecessary exposure to ionising radiation through the processes of justification, limitation, and optimisation.</p> <p>One of the stated aims of the Aged Care Bill 2020 (Cth)¹⁶ is to address recommendations of...</p>	<p>49. Radiation Safety Act 1999 (Qld). Available from: https://www.legislation.qld.gov.au/view/html/inforce/current/act-1999-020</p> <p>16. Aged Care Bill 2024 (Cth). Available from: https://parlinfo.aph.gov.au/parlInfo/download/legislation/billsdgs/9972913/upload_binary/9972913.pdf</p>

Qld – Queensland Vic – Victoria WA – Western Australia		
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Case law

	In-text citation	Reference
<p>For the reference list, present information in the following order:</p> <ol style="list-style-type: none"> 1. Case name in italics 2. Year in round brackets 3. Volume number 4. Abbreviation of law report 5. Commencing page number of case 6. Name of court in round brackets 7. Available from: URL 	<p><i>Albright v RPA Hospital</i>⁵⁰ is a classic case concerning the application of the Bolam test for professional negligence.</p>	<p>50. <i>Albright v RPA Hospital</i> (1980) 2 NSWLR 542. (NSW Court of Appeal). Available from: https://nswlr.com.au/view/1980-2-NSWLR-542</p> <p>33. <i>Rogers v Whitaker</i> (1992) 175 CLR 479. (High Court of Australia). Available from: https://eresources.hcourt.gov.au/showCase/1992/HCA58</p>

Coroner's reports

	In-text citation	Reference
<p>For the reference list, present information in the following order:</p> <ol style="list-style-type: none"> 1. Name of Coroner's Court 2. Place name in round brackets 3. Title of findings 4. Date of posting 5. Year/Inquest number 	<p>... a result of haemorrhage.²⁴</p>	<p>24. Coroners Court of Queensland (Southport). Non-inquest findings into the death of Mrs NSM. 2017 Jul 31; 2014/1285. Available from: https://www.coronerscourt.qld.gov.au/__data/assets/pdf_file/0019/532540/nif-morgan-ns-20170731.pdf</p>

6. Available from: URL		
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Standards

	In-text citation	Reference
<p>For the reference list, present information in the following order:</p> <ol style="list-style-type: none"> 1. Name of standard body or institution in title capitalisation 2. Title of standard in sentence capitalisation 3. Publisher (if different from standard body or institution) 4. Standard number or edition (if available) 5. Most recent date of publication 6. Available from: URL (if available on the Internet and not through a library database) 	<p>Standard 3 of the <i>National Safety and Quality Health Service Standards</i>⁷ outlines best practice measures for the preventing and controlling of infection.</p>	<ol style="list-style-type: none"> 7. Australian Commission on Safety and Quality in Health Care. National safety and quality health service standards. 2nd ed. 2021. Available from: https://www.safetyandquality.gov.au/sites/default/files/2021-05/national_safety_and_quality_health_service_nsqhs_standards_second_edition_-_updated_may_2021.pdf 9. Standards Australia. The storage and handling of corrosive substances. Engineering Workbench. AS 3780-2023; 2023.

Patents

	In-text citation	Reference
<p>For the reference list, present information in the following order:</p> <ol style="list-style-type: none"> 1. Name of inventor/s + inventor/s 2. Name of body to which patent is assigned 	<p>...designed to “easily identify different kinds of windows”.^{37(para1)}</p>	<ol style="list-style-type: none"> 37. Kawanaka T, inventor. GE Medical Systems Global Technology. Display device and image display system. United States patent 10775958; 2020 Sep 15. Available from:

3. Name of invention in sentence capitalisation 4. Origin and number of patent 5. Date of issue 6. Available from: URL		https://patents.justia.com/patent/10775958
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University-provided study materials

	In-text citation	Reference
<p>Lecture notes, Power-point slides and video presentations on Moodle</p> <p>The author of your notes is often the Unit Coordinator or Lecturer. Use CQUniversity when the materials were developed for a unit at CQUni but the author is unknown.</p> <p>Note: To use information from a source that has been cited or suggested by your lecturer, it is best to locate, cite, and reference the original source whenever possible (not the unit materials).</p>	<p>According to Sharma,⁴⁰...</p> <p>... associated with a deficiency or absence of the XK protein on red blood cells.⁴⁰</p>	<p>40. Sharma R. Week 4 Lecture 1 – Other common blood group systems. In: LMED29003: Transfusion and transplantation medicine 1 [e-Units on Moodle]. Rockhampton, Qld: CQUniversity; 2024 [cited 2024 Aug 25]. Available from: https://moodle.cqu.edu.au/course/view.php?id=61054</p> <p>27. Alphonse J. Critical appraisal tools (CATS) and risk of bias (RoBs) analysis. In: MEDS21006: Medical science research project 2 [e-Units on Moodle]. Rockhampton, Qld: CQUniversity; 2024 [cited 2024 Sep 18]. Available from: https://moodle.cqu.edu.au/mod/url/view.php?id=4030432</p>
<p>Discussion board message posted to Moodle</p>	<p>... the sum of the photon energies within the beam.⁵⁹</p>	<p>59. Sciascia N. re: Question about beam intensity. In: MEDI11001: Fundamentals of the imaging</p>

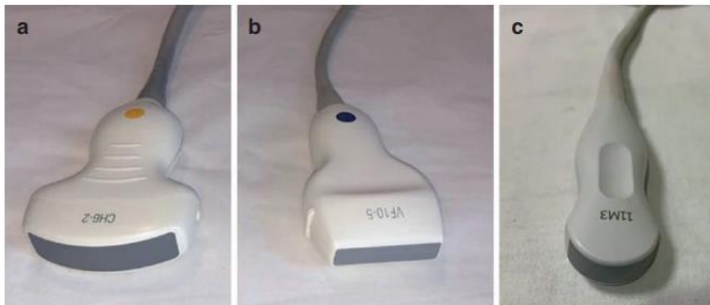
		professions [e-discussion board message on Moodle]. Rockhampton, Qld: CQUniversity; 2024 Dec 20 [cited 2025 Feb 8]. Available from: https://moodle.cqu.edu.au/course/view.php?id=61143
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Encyclopedias and dictionaries

	In-text citation	Reference
<p>Encyclopedia/dictionary with author/editor</p> <p>For the reference list, present information in the following order:</p> <ol style="list-style-type: none"> 1. Name of author/s or editor/s 2. Title of encyclopedia or dictionary 3. Edition, if relevant 4. Volume, if relevant 5. City 6. Publisher 7. Year of publication 8. Entry (e.g. the word/phrase you looked up) 9. Page number 10. If it has a DOI or URL, include it in your reference <p>Note: Always include a DOI if available; do not include any other URL unless the source can be accessed publicly from the</p>	<p>The sampling theorem is fundamental in MRI, ... reconstruct an image without aliasing.³⁸</p>	<p>38. Tabakov S, Milano F, Stoeva MS, Sprawls P, Tipnis S, Underwood T, editors. Encyclopaedia of medical physics. 2nd ed. Vol. 2. Milton: Taylor & Francis Group; 2021. Sampling theorem. 827.</p>

Internet (i.e., not from Library search or other database accessed through the library). The example, right, is an e-book . available through a database (ProQuest) and does not, therefore require a URL.		
Encyclopedia/Dictionary with with no author/editor	“Ultrasound is cyclic sound pressure with a frequency greater than the upper limit of human hearing”. ⁶¹	61. New World Encyclopedia [Internet]. St Paul, MN: Paragon House; [updated 2023 April 18; cited 2024 Jan 8]. Ultrasound. Available from: http://www.newworldencyclopedia.org/entry/Ultra sound

Tables, figures and images

	In-text citation	Reference
<p>Figures</p> <p><u>In-text citation</u> Number captions in the order they appear in your work.</p> <p>Figure captions go below the figure. Indicate the page number, if available, after the superscript number.</p> <p>Note: When referencing more than one table/figure/image and/or text from the same source, use the same reference number. This means that only one entry for that source is needed in the reference list.</p>	 <p>Figure 7. Different types of transducers. (a) Convex transducer with frequency of 3.5 MHz and large footprint. (b) High-frequency liner transducer has a frequency above 11 MHz. (c) Convex array transducer ranging in frequency from 3 MHz to 11 MHz useful in paediatric imaging^{17(p11)}</p>	<p>17. Sharma V, Sethi SK, Raina R. Modes and equipment. In: Sethi SK, Raina R, McCulloch M, Bunchman TE, Bunchman TE, Raina R, et al. Advances in critical care pediatric nephrology: point of care ultrasound and diagnostics. Singapore: Springer; 2021. Chapter 2. Available from: https://doi.org/10.1007/978-981-33-4554-6</p>

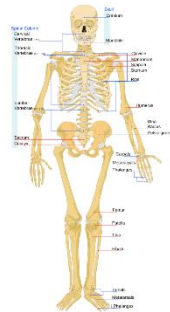
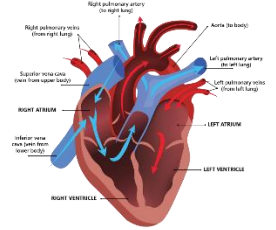
<div>Tables</div> <div>In-text citation</div> <div>Number captions in the order they appear in your work.</div> <div>Table captions go above the table. Always indicate the page number, if available, after the superscript number.</div>	<div>Table 4. Typical cardiac and lung ultrasound findings in various shock states.^{63(p53)}</div> <div>Table 5.1 Typical cardiac and lung ultrasound findings in various shock states</div> <table><tr><th>Shock type</th><th>Hypovolemic</th><th>Cardiogenic</th><th>Obstructive</th><th>Distributive</th></tr><tr><td>Problem</td><td>Volume depletion</td><td>Pump (heart) failure</td><td>Obstruction of the pump—pericardial effusion or pulmonary embolism</td><td>Excessive vasodilatation—impaired distribution of cardiac output to vital organs</td></tr><tr><td>FoCUS findings</td><td><ul style="list-style-type: none">• Hyperdynamic LV• Decreased cardiac output• Small, collapsible IVC with IVC-aorta ratio <0.8</td><td><ul style="list-style-type: none">• Decreased LV function• Decreased cardiac output• Dilated IVC with IVC-aorta ratio >0.8</td><td><ul style="list-style-type: none">• Pericardial effusion• Dilated right ventricle in case of pulmonary embolism• Decreased cardiac output• Dilated IVC with IVC-aorta ratio >0.8</td><td><ul style="list-style-type: none">• Range from hyperdynamic to decreased LV function (septic cardiomyopathy)• Usually normal to increased cardiac output• IVC variable</td></tr><tr><td>LUS findings</td><td>A-lines</td><td><ul style="list-style-type: none">• B-lines (usually diffuse)• Pleural effusions likely</td><td><ul style="list-style-type: none">• A-lines• Focal B-lines may be seen with pulmonary infarction</td><td><ul style="list-style-type: none">• A-lines• Focal B-lines ± consolidation can be seen with pneumonia^a</td></tr></table> <div>FoCUS focused cardiac ultrasound, LUS lung ultrasound, IVC inferior vena cava, LV left ventricle</div> <div>^aIn addition, POCUS of the abdomen may provide helpful information, for example, intra-peritoneal free fluid in case of hemorrhage or source of infection in case of sepsis</div>	Shock type	Hypovolemic	Cardiogenic	Obstructive	Distributive	Problem	Volume depletion	Pump (heart) failure	Obstruction of the pump—pericardial effusion or pulmonary embolism	Excessive vasodilatation—impaired distribution of cardiac output to vital organs	FoCUS findings	<ul style="list-style-type: none">• Hyperdynamic LV• Decreased cardiac output• Small, collapsible IVC with IVC-aorta ratio <0.8	<ul style="list-style-type: none">• Decreased LV function• Decreased cardiac output• Dilated IVC with IVC-aorta ratio >0.8	<ul style="list-style-type: none">• Pericardial effusion• Dilated right ventricle in case of pulmonary embolism• Decreased cardiac output• Dilated IVC with IVC-aorta ratio >0.8	<ul style="list-style-type: none">• Range from hyperdynamic to decreased LV function (septic cardiomyopathy)• Usually normal to increased cardiac output• IVC variable	LUS findings	A-lines	<ul style="list-style-type: none">• B-lines (usually diffuse)• Pleural effusions likely	<ul style="list-style-type: none">• A-lines• Focal B-lines may be seen with pulmonary infarction	<ul style="list-style-type: none">• A-lines• Focal B-lines ± consolidation can be seen with pneumonia^a	<div>63. Koritala A. Lung and cardiac ultrasound for assessment of intravascular volume status in children. In: Sethi SK, Raina R, McCulloch M, Bunchman TE, Bunchman TE, Raina R, et al. Advances in critical care pediatric nephrology: point of care ultrasound and diagnostics. Singapore: Springer; 2021. Chapter 5. Available from: https://doi.org/10.1007/978-981-33-4554-6</div>
Shock type	Hypovolemic	Cardiogenic	Obstructive	Distributive																		
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<div>Personal images</div> <div>If the image is your own (e.g., your own photo or image taken on an ultrasound machine while on clinical placement), you only need to include a figure number and caption, followed by “Image by author”.</div>	<div></div> <div>Figure 1. Ultrasound of baby in mother’s womb. Image by author.</div>	<div>No reference is required.</div>																				

<p>Image provided by a peer or colleague</p> <p>Treat this as personal communication (see “personal communication” in this guide).</p>	 <p>Figure 1. Ultrasound of baby in mother’s womb. Image from A. West, MD, received on 25 August 2024 by email (alicewest@smithfieldmedical).</p>	<p>No reference is required. Keep copies of the email or correspondence used.</p>
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Multimedia sources

	In-text citation	Reference
<p>Video</p> <p>For the reference list, present information in the following order (where relevant/available):</p> <ol style="list-style-type: none"> 1. Author/Producer/Director 2. Title 3. Media type in square brackets 4. Place of publication 5. Publisher 6. Year, month & date 7. URL, if relevant <p>Note: If there is no author/sponsor given, use the title of the video in place</p>	<p>...of the superior and medial cluneal nerve.²⁵</p> <p>“[T]he wall can become so thin that the basil plate of part of the placenta becomes visible at delivery, but this does not always mean that this is placenta accreta”.^{14(2:44-54)}</p>	<p>25. Rosenblum D. Ultrasound guided interventions for lower back pain [Video]. Dordrecht, South Holland: Springer Nature; 2021.</p> <p>14. Medical Aid Films – Films for Life. Understanding placenta accreta: an introduction [Online video]. 2024 [cited 2025 Jan 8]. Available from: https://www.youtube.com/watch?v=xaB7pGA7m2Q</p>

of the author. Do not use the name of the person who posted the video online as the author unless they also produced the video.		
Podcast	...when resources are scarce. ¹	<ol style="list-style-type: none"> 1. The BMJ. Improving data for quality care when resources are stretched [Podcast on the Internet]. 2024 Sep 17 [cited 2025 Jan 1]. Available from: https://www.youtube.com/watch?v=TpkqyLjBeCI&list=PLiC5xPiBbjUjJqSrWTMx7VQOO8MUW2nb&index=8 4. Sullivan S. Episode 1 - body organisation. Anatomy and physiology: bit by bit [Podcast]. 2019 Sep 13 [cited 2025 Dec 2]. Available from: Spotify mobile phone app.
Brochure/Pamphlet	Australian Medical Systems (AMS) ⁶⁶ provide ultrasonic bladder scanners.	66. Australian Medical Systems. Bladder scanner ultrasonic [Pamphlet]. 2017.
Blog Notes: <ul style="list-style-type: none"> • Ensure that sources are sufficiently credible for your purpose. • Include the date cited with a blog or internet source that may be temporary or subject to change. 	<p>Troop¹⁴ makes some helpful suggestions for self-care in healthcare professions...</p> <p>“[E]quity demands a redefinition of success that emphasizes systemic change, justice, and community empowerment”^{3(para6)}; consequently, it is important that...</p>	<ol style="list-style-type: none"> 14. Troop J. Bringing your best self to your patients [Blog]. Sonography 101. 2022 Jul 5 [cited 2025 Jan 9]. Available from: https://www.sonography101.com/post/bringing-your-best-self-to-your-patients 3. BMJ GH Blogs. Addressing the silent epidemic: collective memory and the path to global health equity [Blog]. 2024 Nov 8 [cited 2025 Jan 9]. Available from: https://blogs.bmj.com/bmjgh/2024/11/08/addressing-the-silent-epidemic-

		collective-memory-and-the-path-to-global-health-equity/
App	My health app ⁴⁴ allows users to view information uploaded by practitioners to My Health Record...	44. my health app [Mobile app]. Australian Digital Health Agency; 2025 [cited 2025 Jan 1]. Available from: https://www.digitalhealth.gov.au/myhealth
Images	 <p>Figure 2. Image of skeleton¹³</p>  <p>Figure 3. The heart chambers receive oxygen-poor blood from the veins and pump oxygen-rich blood around the body.²²</p>	<p>13. Villarreal MR. Human skeleton front [Image on the Internet]. Wikipedia – The Free Encyclopedia; 2007 Jan 3 [cited 2025 Jan 9]. Available from: https://en.wikipedia.org/wiki/File:Human_skeleton_front_en.svg</p> <p>22. HRI. The human heart [Image on the Internet]; 2025 [cited 2025 Jan 1]. Available from: https://www.hri.org.au/health/learn/your-body/the-human-heart</p>

Personal Communication

	In-text citation	Reference
<p>Mention the source in-text. No reference is required. Include the following information, where relevant/available:</p> <ol style="list-style-type: none"> 1. Initial/s and surname 2. Title 3. Affiliation 4. Month and year 5. Type of communication 6. If the communication is an email include the email address in round brackets <p>Note: Personal communication should only be used if you have permission from the sender and receiver.</p>	<p>In a telephone conversation with J. Peters, MD (October 2024) ...</p> <p>In a letter dated 1 January 2025, A.B. Johnston (Prof., Dept of Sonography, CQUniversity, Rockhampton, Qld.) confirmed ...</p> <p>In an email from Professor Jones, PhD (abjones@cqu.edu.au) on October 30, 2024, it was confirmed that the new programs ...</p>	<p>No reference is required. Keep copies of the email or correspondence used.</p>

References

1. Oxford Learner's Dictionaries; 2025 [cited 2025 Jan 9]. Plagiarism. Available from: <https://www.oxfordlearnersdictionaries.com/definition/english/plagiarism?q=plagiarism>
2. Patrias K, Wendling D, technical editors. Citing medicine: the NLM style guide for authors, editors, and publishers [Internet]. 2nd ed. Bethesda, MD: National Library of Medicine; 2007- [cited 2025 Jan 9]. Available from: <https://www.ncbi.nlm.nih.gov/books/NBK7256/>

Appendices

Appendix A – Acronyms and initialisms

Explanation	Example
<p>Acronyms are words formed by the initial letters of each word (e.g., World Health Organization, or WHO); initialisms are basically the same thing, except that the abbreviation does not form a pronounceable word (e.g., Australian Sonographer's Association, or ASA). Use only recognised acronyms or initialisms; do not make up your own.</p> <p>The first time an acronym or initialism is used you must give the full name followed by the shortened form in round brackets. After that, the shortened form may be used in place of the full name.</p>	<p>Author-prominent citation</p> <p>The first time you use the name, type it in full with the acronym in round brackets. Use the shortened form each time thereafter:</p> <p><u>First time</u> According to the World Health Organization (WHO),¹⁹ 94% of the world's malaria cases occur in Africa.</p> <p><u>Subsequent times</u> ...as recommended by WHO.¹⁹</p> <p>Reference</p> <p>19. World Health Organization. Malaria [Internet]; 2024 Dec 11 [cited 2025 Jan 9]. Available from: https://www.who.int/news-room/fact-sheets/detail/malaria</p>

Appendix B – Abbreviations

Explanation	Example
<p>ch – chapter</p> <p>In an online book or a Kindle book without page numbers, look for the chapter heading and use its number if it has one, or give its title. Also give the paragraph number if available. If there are no chapters, use the nearest heading.</p>	<p>In-text citation</p> <p>According to Baji et al.,^{12(ch4)} it is important to...</p>
<p>c. – <i>circa</i></p> <p>From Latin meaning ‘around’ or ‘about’. Used when the publishing date can only be approximated. This is something you may see but not likely use.</p> <p>Note: For relatively current hard copy documents or electronic sources with no identifiable date it is best to use [date unknown].</p>	<p>Reference</p> <p>7. Bates B, Langer B. Manual of clinical surgery. 2nd ed. London: Smith & Sons; c. 1940.</p> <p>37. Critical Appraisal Skills Program. CASP checklist: for randomised controlled trials (RCTs) [Internet]. [date unknown; cited 2024 Dec 17]. Available from: https://casp-uk.net/casp-checklists/CASP-checklist-randomised-controlled-trials-RCT-2024.pdf</p>
<p>et al. – From Latin <i>et alia</i>, meaning “and others”.</p> <p>Used in an in-text author-prominent citation when there are more than two authors. Use in the reference list when there are more than six authors.</p>	<p>Author-prominent citation</p> <p>Eroglu et al.²⁹ conclude that...</p> <p>Reference</p> <p>29. Eroglu TE, Barcella CA, Blom MT, Mohr GH, Souverein PC, Torp-Pedersen C, et al. Out-of-hospital cardiac arrest and differential risk of cardiac and non-cardiac QT-prolonging drugs in 37 000 cases. <i>Br J Clin Pharmacol</i>. 2022;88(2):820–9. Available from: https://doi.org/10.1111/bcp.15030</p>
<p>Journal : titles</p> <p>Use abbreviated forms of journal titles from the National Library of</p>	<p>The British Medical Journal → BMJ Med</p>

<p>Medicine:</p> <p>https://www.ncbi.nlm.nih.gov/nlmcatalog/journals</p>	
<p>p – page</p> <p>pp – pages</p>	<p>Priest^{92(p50)} states...</p> <p>Priest^{92(pp50,59,61)} reported higher incidences...</p> <p>Priest^{92(pp50-55)} proposed that...</p>
<p>para – paragraph</p> <p>For electronic sources that do not provide page numbers, use the paragraph number instead of the page number in-text.</p> <p>If neither a page number nor a paragraph number is given it is acceptable to leave it out, even for a direct quotation.</p>	<p>“[E]quity demands a redefinition of success that emphasizes systemic change, justice, and community empowerment”^{3(para6)}; consequently, it is important that...</p>
<p>[sic]</p> <p>Used in a quotation, in italics and in square brackets. It indicates that the word directly before it is an error that appeared in the original text that has not been corrected.</p>	<p>In his report, “the building inspector estimated that there [sic] house was a fire hazard”.^{91 (p17)}</p>

Appendix C – Formatting checklist

Check	Key point
	The reference list begins on a new page. It should be the last page of your assignment; however, any appendices go after the reference list.
	Margins are set to least 2.54 cm top and bottom and left and right.
	Font style and size is same as for the rest of the assignment; Acceptable fonts include Times New Roman, Arial and Aptos.
	Line spacing in the reference list is single even though the assignment is 1.5.
	The title References is bold, left aligned, and has the same font style and size as the document.
	Numbers are aligned with the left margin.
	Set paragraph spacing to 12 pt After 0 pt Before
	Sources in the reference list are listed in numerical order, in the order they are first cited in the text, in numbers shown as superscript ¹⁻⁷¹ .
	If there is no author or authoring body, begin with the title of the article itself.
	URLs are black font, inactive and not underlined.
	URLs will fit in a line in their own way; do not use an enter or a space to push the URL to a new line. Long URLs can be shortened to give the home page URL but only if there is a search function available on the website.

Index

Abbreviations, 22, 23, 45, 59

Author, 2, 4, 5, 7, 10, 20, 22, 23, 24, 25, 26, 27, 28, 32, 35, 36, 41, 44, 45, 48, 49, 52, 53, 58, 59

Blog, 54

Book, 26, 27, 28, 33, 34, 41, 59

Case law, 46

Conference papers, 44

Coroner's reports, 46

Dictionary, 49, 50

E-book, 29, 41, 49

Editor, 27, 49

Encyclopedia, 49, 50, 55

Figures, 13, 15, 51, 52

Formatting, 29, 61

Images, 4, 13, 51, 52, 55

Journal, 5, 22, 23, 29, 30, 33, 34, 38, 39, 40, 59

Legal material, 45

Magazines, 33, 40

Moodle, 48

Multimedia sources, 53

Patents, 47

Personal, 52, 53, 56

Personal Communication, 56

Standalone documents, 42

Standards, 47

Systematic reviews, 39

Tables, 4, 13, 51, 52

Theses, 45

Thesis, 45

University-provided study materials, 48

Video, 9, 48, 53

Webpage, 24, 25, 43