

## Writing a Bibliography

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A bibliography of information used must be attached to each assignment. Resources listed must be in alphabetical order.

Generally speaking all items in bibliography contain:

1. Author's surname, then given name. eg. Whelan, Bob
2. Year of publication put in brackets. - (2002)
3. Title, underlined. - The History of Australia

**NB: If author is unknown, put title first, then date. If date is unknown, use (n.d.)**

Additional information is required depending on the resource used.

### **Book**

1. Author
2. Year, in brackets
3. Title, underlined
4. Publisher
5. Place of publication

Example:

Whelan, Jo (2001), Eating disorders, Hodder  
Wayland, London.

### **Internet site**

1. Author
2. Year, in brackets
3. Title in inverted commas
4. (Internet)
5. The internet address underlined
6. Date of access

Example:

Hooper, Mary (2001), 'Chemistry tutor', (Internet)  
www.chemtutor.com accessed 22nd April 2004.

### **Encyclopedia article**

1. Author
2. Year, in brackets
3. Title of article, in inverted commas
4. Name of encyclopedia, underlined
5. Volume number

### **Magazine article**

1. Author
2. Year, in brackets
3. Title of article in inverted commas
4. Name of magazine, underlined
5. Volume number OR date publication

6. Publisher

7. Place of publication

Example:

'Painting' (2002), The World Book Encyclopedia,  
Vol. 15, World Book Inc, Chicago.

6. Part number

7. Page numbers.

Example:

Brisicani, Tony (2003) 'Genealogy', Australian Net  
Guide, April, Issue 59, p40-42.

#### *DVD, film, tv/radio program, video*

1. Title in italics or underlined
2. Year of production or recording,
3. Format, (eg video, DVD)
4. Publisher or production body,
5. Place of recording,
6. Date of transmission, if known.

Examples:

Gallipoli 2007, video recording, ABC  
television, Sydney, 26 April. OR  
Australia: a way of life 2006, DVD, Marcom,  
Loganholme, Qld

#### ***Newspaper article***

1. Author – surname then first name
2. Year, in brackets
3. Title of article in inverted commas,
4. Name of newspaper underlined,
5. Date of publication,
6. Page number/s.

Example:

Hansen, J 2002, 'On a thin edge of death', Herald  
Sun May 4, p106.

For further detail and information, use "Guidelines for Referencing and Bibliographies" published by St Paul's College, Frankston, held in both libraries.

#### Example of a Bibliography

'Ancient Egypt' (1999) (Internet) <[www.ancientegypt.co.uk](http://www.ancientegypt.co.uk) >accessed 12 Mar 2004.

Australia: a way of life 2006, DVD, Marcom, Loganholme, Qld.

Classic poems (1996), (CD ROM), Andromedea Interactive, Oxfordshire.

'Egyptian pyramids' (2001), The World Book Encyclopedia, vol 5, World Book Inc., Chicago.

Gallipoli 2007, video recording, ABC television, Sydney, 26 April.

Hetherington, Nicole (2001), 'Tutankhamen's tomb', *Time*, vol. 20, no. 7, pp 30-36.

Jones, Michael (2003), Dawn of a new era, Herald Sun, April 7, p 2.

Kester, Dana R. (2003), 'Ocean', *World Book Encyclopedia*, Vol 14, World Book Inc., Chicago.

Macauley, David (1975), Pyramid, William Collins, London.

[Print Bibliography summary 7th edition \(hand-written\)](#)

[Print Bibliography summary 9th edition \(computer-written\)](#)

## Plagairism

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### What is "plagairism"?

Plagairism is copying someone else's writing and calling it your own. It's like stealing someone's thoughts. People who plagairise other people's writing can get into very serious trouble.

*(Roche, Naomi: Research wise, classroom strategies that build information skills.)*

### How can students avoid plagairising?

- When doing research, take notes, then put writing into your own words.
- Read the information, put it away, then write down what you are thinking.
- If you don't understand the information, ask someone, eg. a teacher, to clarify it for you.
- Don't expect to finish an assignment instantly. Make sure you allow enough time to read properly, think about it, then write some answers.