A way to cite other works.

Use it:
- When you use a direct quotation from another author
- When you are quoting someone else's opinion or research

Interesting characteristic:
A simple parenthetical reference is made in the body of the text.

eg. "While information sharing between the private and public sector has improved since 9/11, sharing of information requires additional enhancements (Dacey, 2002)."

The post-quote addition indicates the way by which it is also known: the author-date system.

What is it?

Elements

Examples...

- Title, author, journal; online? EndNote.
- Title, author, book; online? EndNote.
- Title, author, website; online? EndNote.
- Title, author, paper; online? EndNote.
- Title, author, government report; online? EndNote.

Books

Chapters from an edited book

Journal Articles

Electronic Source

Government or commercial reports

Other points...

References following quote:
- When the full stop is long, indented quotes.
- However, after the quotation marks and before the full stop at the end of a sentence
E.g. National culture is "perhaps the broadest social context within which negotiation can occur" (Carnevale, 1995, p.310).

Use 1999a, 1999b, for example, where authors have published more than once that year.

You may want to refer to company or government documents. In which case, the organization may become the author and the form of entry would be:

1. Organization name
2. (year of publication)
3. Title of report
4. Publisher and place of publication (may be same as author)

Using bibliographic software

As an example, EndNote can help you create bibliographies, by:

- Organizing your references and formatting them according to a particular style
- Saving online searches and importing them directly
- Searching online bibliographic databases