



Swiss International
Institute Lausanne

ANTIPLAGIARISM GUIDELINES AND CITATION RULES

Swiss International Institute Lausanne - SIIL

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I INTRODUCTION

These Guidelines exist in conjunction with SIIIL's general Plagiarism Policy and provide a wider perspective on various forms of plagiarism, by completing it with comprehensive citation & referencing rules, extensive list of citation examples on the whole variety of citation forms, as well as easy-to-use bibliography style guide.

II WHAT IS PLAGIARISM

Plagiarism is the act of using someone else's words, ideas, or work without proper acknowledgment or permission and presenting them as one's own.

There are several forms of plagiarism, and it's essential to be aware of them to avoid unintentional violations. The common forms of plagiarism include:

- **Direct (or Copy-Paste) plagiarism:** This involves directly taking verbatim text from a source without proper referencing style. It is noteworthy that it can be difficult to determine if the author should quote or paraphrase, we recommend going with the second option as it is highly regarded, reflects a serious work from the authors side unless the paraphrasing is going to make the paragraph unnecessary long.
- **Plagiarism of ideas:** It occurs when the author uses the ideas or thoughts as original without adequate credit to the original researchers results.
- **Self-plagiarism/text-recycling:** This occurs when a researcher represents their previous concepts as fresh and innovative. The author incorporates their own earlier contributions without acknowledging them. Some exception might exist, particularly in the case of publishing thesis related work. However, it must be in accordance with the editors and integrity standards, for more detail please see <https://drsaraheaton.com/2024/01/28/self-plagiarism-publishing-works-based-on-a-thesis-or-dissertation/> .
- **Mosaic plagiarism or patchwork plagiarism:** This occurs when an author combines copied material from various sources and presents it as his/her own without proper citation.
- **Paraphrasing plagiarism:** if the author rewrites someone else's work in his/her own words, if he/she closely mimics the original structure and content without proper attribution, it is still considered plagiarism.
- **Salami slicing (salami publication):** This type of misconduct affects both research integrity and plagiarism. Plagiarism occurs when previously published text, data, or results are reused and presented as new. On the integrity front, it involves

dividing a single study that could be presented in one paper into multiple repetitive articles. If the study has the same hypothesis, methods, and theoretical framework, it is considered unacceptable behavior. The practice of salami slicing can create the illusion of abundant literature and proof to support an argument. (for more information, please take a look at [COPE's Guidelines](#)).

- Unconscious plagiarism: In some cases, researchers might be in an appropriation of others' ideas, theories, and concepts unwillingly. This can be due to the lack of a deep literature review, a limit in the identification of the research gap or lack of appropriate referencing according to academic standards.

III SOURCES ON AVOIDING PLAGIARISM

This part is devoted to discovering the best practices and habits that help students avoid falling into plagiarism in their research and academic work. To use other researchers' ideas, it is necessary to first cite their work and ensure an understanding of the original source. Then, present the concept in a new way, using the author's words as a base and with proper citation.

To avoid plagiarism, it is key to have a fair usage of others work. The author must cite the source of the idea and data. Then use proper paraphrasing by representing the ideas of others with their own words. Finally, he must uphold the standards of academic integrity by avoiding excessive or unnecessary copy-pasting.

While paraphrasing others work, it is crucial to keep the same meaning and use the idea and/ reasoning in the same context. The author's work must reflect the arguments of the borrowed text presented in a new way.

In his notes/draft the researchers must quote every idea that is not their own. Moreover, citations must be treated with utmost care, and highlight the importance of the phase of rendering the correct citations at the end of the paper.

When it comes to data collection the researcher must be careful and fair in the note taking. A good practice is to clearly distinguish in the notes the author's own ideas and words from others.

Unintentional plagiarism counts as plagiarism and can lead to the same consequences. To avoid this situation the researcher must be scrupulous in his referencing. Missing a reference is a minor issue and framing it as a research misconduct would be excessive. However, the researcher must take extra care to the heavily used references.

To further the understanding of best practices, many sources can help researchers adopt the best research practices to avoid plagiarism. For example, see the page of the [Office of Research Integrity](#).

IV PLAGIARISM AND LLMS (LARGE LANGUAGE MODELS) AND OTHER AI MODELS

AI technologies offer valuable support in academic research. However, the copying and the unfair use of AI can be qualified as misconduct. For proper use, the author shall include the name of the AI software, the version, list of research activities and the results according to the different academic referencing styles.

V CITATION ON ACADEMIC PAPERS

To avoid plagiarism, it is necessary to cite and reference all sources of data and information. However, these citations must adhere to academic standards and journal's editorial policies. The purpose of this section is to present some essential components of referencing.

1. Basic rules

Short passages from another work may be quoted. The quote must, however, be identified and its source cited.

1 **Source citation:** Cite all of your sources fully and verifiably, such that anyone can check them. Follow the scientific citation rules usual for your discipline, together with the special rules for citing electronic sources.

2 **Your own work:** Differentiate clearly between your own work and that of others: always name the author(s) of work which is not your own. This applies to texts, computer codes, tables, graphics and data, even if they come from the World Wide Web.

3 **Word-for-word quotes:** Place borrowed text (both sentences and concepts) in inverted commas.

4 **Analogous quotes (paraphrases):** If you have rendered text in your own words or summarised it, give its source in parentheses.

5 **Secondary sources:** Identify a citation as a secondary source if you have taken it from another author without looking at the original source yourself.

6 **Bibliography:** At the end of your paper list all of the sources and 'intellectual mentors' you have used.

7 **General knowledge:** Anything which may be regarded as general or basic knowledge does not require a source citation. If the basic ideas are taken from another author, e.g. from a textbook, however, the source must be cited.

The citations must respect the referencing conventions recognized as such, for example, Harvard, APA, Chicago, IEEE, MLA, MRHA, OSCOLA or Vancouver.

SIIL has chosen the APA style.

The student must cite any idea that is not theirs, the citations must be accurate and used in the right context. Students should avoid citing derivations of the work and preferably cite the original source.

2. Plagiarism checklist for students

- Do you know the citation conventions of your discipline? (If you are unsure, ask your supervisor early on)
- Have you placed quoted text in inverted commas and named the author(s) and source (with page numbers)?
- Have you named all of the authors of ideas you have quoted, paraphrased or borrowed?
- Have you clearly delineated other authors' intellectual property from your own and identified it as such?
- Have you listed all your sources in the bibliography?
- Have you cited all of your internet sources?
- Have you preferred primary to secondary sources?
- Have you respected formal criteria?
- Have you identified the sources of tables/illustrations/images?
- Have you signed and enclosed the Declaration of Originality?

If you can answer all 10 questions in the positive your written work should pass any electronic plagiarism test, and you may submit it with a clean conscience.

VI CITATIONS AND BIBLIOGRAPHY/REFERENCES RULES

References and a bibliography are not the same.

- In **References**, you list only the items you have actually cited.
- In a **Bibliography**, you list all of the material you have consulted in preparing your essay whether or not you have actually cited the work.

Each citation in the text must correspond to an item in the reference list.

Each entry in references must be cited in the text in the proper way to easily lead the reader to the reference in the list.

On the references page, arrange entries:

- In alphabetical order by surname of first author. (If no author is given, alphabetize by first word of title.)
- In order of date, with earliest first, for references by the same author.
- With hanging indents, meaning the first line of each reference is set flush left and subsequent lines are indented.
- In double space with the word References appearing in uppercase and lowercase letters, centered.

A reference list includes only references that document the article and provide recoverable data. Don't include personal communications such as letters, memos, and informational electronic communications. Instead, cite those online in text.

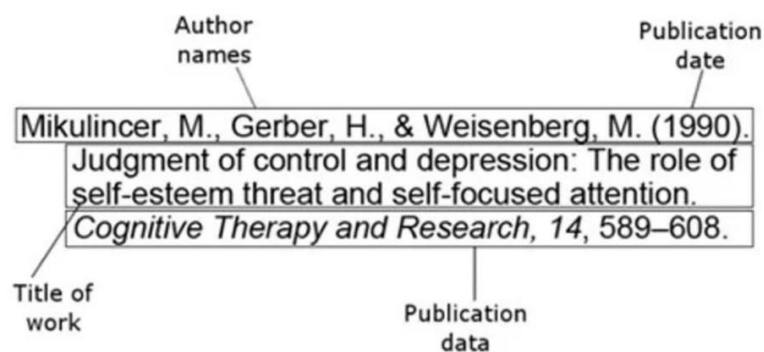
In all reference entries, certain pieces of information need to be included if at all possible. These include things like author(s), year of publication, title and pages. However, some specific pieces of information vary for different types of references.

Basic components and formats include the following:

- **Article:** Author’s last name, First and Middle (if available) initials. (Publication date). Title of article. Title of Journal, Volume number (Issue number), start page-end page.
- **Book:** Author’s last name, First and Middle (if available) initials. (Copyright date). Book title. Publisher’s city: Publisher’s name.

NOTE: APA does not use the words “Volume,” “Vol.,” or “Issue” in reference list entries, just the appropriate numbers. If no publication date is available, use (n.d.) to indicate that there is no publication date.

NOTE: The paragraph format for reference entries is a “Hanging Indent” where the first line is left flush and subsequent lines are indented. In MS WORD, use the FORMAT > PARAGRAPH > INDENTS and SPACING > INDENTATION > SPECIAL > HANGING style menu.



NOTE: Place the DOI at the end of the reference. If there is no DOI, cite the home page URL.

What is a digital object identifier, or DOI?

DOI: digital object identifier (DOI) is a unique alphanumeric string assigned by a registration agency (the International DOI Foundation) to identify content and provide a persistent link to its location on the Internet. The publisher assigns a DOI when your article is published and made available electronically.

1. Sample Citations and Reference List Entries

a). Citation placement in text

One author

When one author is referred to in the middle of a sentence list the citation like this, “Kessler (2003) found that among epidemiological samples . . .”

When the citation is referenced without mentioning the author in the sentence list the citation like this, “Early onset results in a more persistent and severe course (Kessler, 2003).”

Two authors

When two authors are referred to in the middle of a sentence list the citation like this, “. . . as Kurtines and Szapocznik (2003) demonstrated. . .”

When the citation is referenced without mentioning the authors in the sentence list the citation like this, “. . . as has been shown (Jeskog and Som, 2007). . .”

Three or more authors

Cite all the authors the first time the work is mentioned. After that use only the surname of the first author followed by “et al.” For example, Kisangau, Lyaruu, Hosea, and Joseph (2007) found [Use as first citation in text.] Kisangau et al. (2007) found [Use as subsequent first citation per paragraph thereafter.]

Multiple sources cited for the same piece of information

Order sources alphabetically as they are in the reference list. For example, “Kosslyn, Koenig, Barrett, Cave, Tang, and Gabrieli (1996).”

Direct quotations

List the direct quote in quotation marks followed by the citation including the author, year, and page. For example, “Behavior has been referred to as “blah blah” (Bradley, 1998, p. 276).”

Secondary sources

Refer to both sources in the text, but only put the one source you used in the References list. For example, Allport’s diary (as cited in Nicholson, 2003). In this case, if Allport’s work is cited in Nicholson and you did not read Allport’s work, list the Nicholson reference in the reference list.

No author

Use the title of the article, or part of the title, and the year. Make sure that the title or title part corresponds to the name in the Reference list. This often occurs with daily newspaper articles. For example, “It was recently reported that a new drug appears to cut the risk of heart failure (“New Drug,” 1993).”

b). Citing personal communication and interviews

Personal Communications

These include private letters, memos, some electronic communication (e.g., e-mails or electronic bulletin boards), personal interviews, and telephone conversation. For example, “T. K. Lutes (personal communication, April 18, 2001)” or “(V. G. Nguyen, personal communication, September 28, 1998).”

Interviews

The citation of interviews depends on the nature of the interview.

Third-party interviews

If the interview is in a form that is recoverable (e.g., a recording, transcript, published Q&A), use the reference format appropriate for the source in which the interview is available.

Informational Interviews

If you have interviewed someone for information about your topic and that person has agreed to be identified as a source, cite the source as a personal communication (in text only). For example, “(G. Fink-Nottle, personal communication, April 5, 2011).” Personal communications do not have reference list entries because they cannot be retrieved.

c). Citing electronic sources

Websites

For a passing reference to a website in text, the URL is sufficient; no reference list entry is needed. For example, “(http://gfnfng.livejournal.com/).”

However, when you are citing a particular document or piece of information from a website, include both a reference list entry and an in-text citation. The key to creating the reference list entry is to determine the type of content on the web page. Basically, provide the following four pieces of information:

1. Author, A.
2. (date).
3. Title of document [Format description].
4. Retrieved from http://xxxxxxxxx

The in-text citation includes the author and date (Author, date), as with any other APA Style citation.

E-Books

The reference list entry for an e-book includes the author, date, title, and source (URL or DOI). For a chapter in an e-book, include the chapter title and page numbers (if available). The in-text citation includes the author and date, as with any other APA Style citation.

For a whole e-book

- **With DOI:** Author, A. (date). Title of book. Retrieved from http://xxxxxxxxx
- **Without DOI:** Author, A. (date). Title of book. doi:xxxxxxxxxxx

For a chapter in an e-book

- **With DOI:** Author, A. (date). Title of chapter. In E. Editor (Ed.), Title of book (pp. xx–xx). doi:xxxxxxxxxxx
- **Without DOI:** Author, A. (date). Title of chapter. In E. Editor (Ed.), Title of book (pp. xx–xx). Retrieved from http://xxxxxxxxx

Facebook and Twitter

Although the APA Publication Manual (sixth edition) does not include specific Facebook citation formats, you can adapt the basic reference format to fit.

YouTube

Here’s the general format for creating a reference for a video found on YouTube and other video-posting websites:

If both the **real name** of the person who posted the video and the **screen name** are known: Author, A. A. [Screen name]. (year, month day). Title of video [Video file]. Retrieved from http://xxxxxxxxx.

If only the **screen name** of the person who posted the video is known: Screen name. (year, month day). Title of video [Video file]. Retrieved from <http://xxxxxxxxx> The in-text citations include the author name outside of brackets (whichever that may be) and the date

Digital Object Identifier (DOI)

A digital object identifier (DOI) is a unique string of letters, numbers, and symbols assigned to a published work to identify content and provide a persistent link to its location on the Internet. The DOI is typically located on the first page of an electronic document near the copyright notice and on the database landing page for the document. When DOIs are available, include them in the reference information. Place the DOI at the end of the reference, and don't add a period at the end of it. For example, "Author, A. (year). Title of article. Journal Title, X, xxx-xxx. doi:xxxxxx."

How does this look in practice?

Brownlie, D. (2007). Toward effective poster presentations: An annotated bibliography. *European Journal of Marketing*, 41, 1245-1283. doi:10.1108/03090560710821161

Note: If there is no DOI, provide the URL for the journal homepage as the second choice. The retrieval date is not required in this type of reference

No page numbers

For electronic sources that do not provide page numbers, use the paragraph number, if available, preceded by the paragraph symbol (¶) or the abbreviation para. For example, "As Myers (2000, ¶ 5) aptly phrased it, "positive emotions are both an end..." If neither paragraph nor page numbers are visible, cite the heading and the number of the paragraph following it to direct the reader to the location of the material. For example, "The current system of managed care and the current approach to defining empirically supported treatments are shortsighted" (Beutler, 2000, Conclusion section, para 1)."

No author

When there is no author for a web page, the text citation would then just cite a few words of the title. For example, "...are most at risk of contracting the disease ("New Child," 2001)."

Entire website

When discussing—but not citing—an entire web site (but not a specific document on that site), it is sufficient to give the address of the site in just the text (no entry in the reference list is needed). For example, "Kidspych, which can be found at <http://www.kidspych.org>, is a wonderful interactive web site for children."

Additional guidelines for citing electronic sources

- You may need to do a quick web search to locate the website URL. Transcribe the URL correctly by copying it directly from the address window in your browser and pasting it into your working document.

- Do not insert a hyphen if you need to break a URL across lines; instead, break the URL before most punctuation. Do not add a period after the URL, to prevent the impression that the period is part of the URL.
- In general, it is not necessary to include database information. Journal coverage in a particular database may change over time; also, if using an aggregator such as EBSCO, OVID, or Pro Quest (each of which contain many discipline-specific databases, such as PsycINFO), it may be unclear exactly which database provided the full text of an article.
- Some archival documents (e.g., discontinued journals, monographs, dissertations, or papers not formally published) can only be found in electronic databases such as ERIC or JSTOR. When the document is not easily located through its primary publishing channels, give the home or entry page URL for the online archive.
- Do not include retrieval dates unless your instructor requires it and the source material may change over time (e.g., Wikis).
- As with references to material in print or other fixed media, it is preferable to cite the final version (i.e., archival copy or version of record; see APA Publication Manual, sixth edition, section 6.24).

2. [References](#)

a). **Journal article with DOI**

In-Text Citation

The in-text citation for journal articles with a DOI is listed as authors (Year, found..). For example, “Herbst-Damm and Kulik (2005, found...”

Reference Entry

Herbst-Damm, K.L., and Kulik, J. A. (2005). Volunteer support, marital status, and the survival times of terminally ill patients. *Health Psychology, 24*, 225-229. doi: 10.1037/0275-6133.24.2.225

b). **Journal article with DOI more than seven authors**

In-Text Citation

The in-text citation for journal articles with a DOI and more than seven authors is listed as the first author (et. al., year). For example, “... (Gilbert et al., 2004)...”

Reference Entry

Gilbert, D.G., McClernon, J. F., Rabinovich, N.E., Sugai, C., Plath, L.C., Asgaard, G., Botros, N. (2004). Effects of quitting smoking on EEG activation and attention last for more than 31 days and are more severe with stress, dependence, DR D2 A1allele, and depressive traits. *Nicotine and Tobacco Research, 6*, 249-267
Doi:10.150/14622200410001676305

c). **Journal article without DOI (when DOI is not available)**

Note: Give the URL of the home page if no DOI is assigned. No retrieval date is needed.

In-Text Citation

The in-text citation for journal articles without DOI is listed as the authors (year). For example, “Sillick and Schutte (2006) described...”

Reference Entry

Sillick, T.J., and Schutte, N. S. (2006). Emotional intelligence and self-esteem mediate between perceived early parental love and adult happiness. *E-Journal of Applied Psychology*, 2(2), 38-48.

Light, M. A., and Light, I. H. (2008). The geographic expansion of Mexican immigration in the United States and its implications for local law enforcement. *Law Enforcement Executive Forum Journal*, 8(1), 73-82.

d). Abstract as original source

In-Text Citation

The in-text citation for abstracts as original sources is listed as the abstract title (year). For example, “According to the Society for Neuroscience (1991)...”

Reference Entry

Woolf, N. J., Young, S. L., Fanselow, M. S., and Butcher, L. L. (1991). MAP-2 expression in cholinceptive pyramidal cells of rodent cortex and hippocampus is altered by Pavlovian conditioning [Abstract]. *Society for Neuroscience Abstracts*, 17, 480.

e). Magazine article

In-Text Citation

The in-text citation for magazine articles is listed as author (year). For example, “Novotney and Price (2008) argue that...”

Reference Entry

Chamberlin, J., Novotney, A., Packard, E., and Price, M. (2008, May). Enhancing worker well-being: Occupational health psychologists convene to share their research on work, stress, and health. *Monitor on Psychology*, 39(5), 26-2.

f). Online magazine article

In-Text Citation

The in-text citation for online magazine articles is listed as author (year). For example, “Clay (2008) finds...”

Reference Entry

Clay, R. (2008, June). Science vs. ideology: Psychologists fight back about the misuse of research. *Monitor on Psychology*, 39(6).

g). Newsletter article with no author

In-Text Citation

The in-text citation for newspaper articles with no authors is listed as the title (hyperlink). For example, “Several...met at a comprehensive anti-gang conference (<http://www.ncjrs.gov/html/ojjdp/newsacglance/216684/topstory.htm>)...”

Reference Entry

Six sites meet for comprehensive anti-gang initiative conference. (2006, November/December). *OJJDP News @ a Glance*. Retrieved from <http://www.ncjrs.gov/html/ojjdp/newsacglance/216684/topstory.html>

h). Newspaper article

In-Text Citation

The in-text citation for newspaper articles is listed as title (author, year). For example, "Obesity is found to ...(Schwartz, 1993)."

Reference Entry

Schwartz, J. (1993, September 30). Obesity affects economic, social status. *The Washington Post*, pp. A1, A4.

i). Online newspaper article

In-Text Citation

The in-text citation for online newspaper articles is listed as author (year). For example, "According to J.E. Brody (2007)..."

Reference Entry

Brody, J. E. (2007, December 11). Mental reserves keep brain agile. [*The New York Times*](#).

j). Entire book

Reference Entry

- Author, A. A. (1967). *Title of work*. Location: Publisher.
- Author, A. A. (1997). *Title of work*. Retrieved from <http://www.xxxxxxx>
- Author, A. A. (2006). *Title of work*. doi:xxxxx
- Editor, A. A. (Ed.). (1986). *Title of work*. Location: Publisher.

k). Chapter in a book or entry in a reference book

Reference Entry

- Author, A. A., and Author, B. B. (1995). Title of chapter or entry. In A Editor, B. Editor, & C. Editor (Eds.), *Title of book* (pp. xxx-xxx). Location: Publisher.
- Author, A. A., and Author, B. B. (1993). Title of chapter or entry. In A Editor & B. Editor (Eds.), *Title of book* (pp. xxx-xxx). Retrieved from <http://www.xxxxxxx>
- Author, A. A., and Author, B. B. (1995). Title of chapter or entry. In A Editor, B. Editor, & C. Editor (Eds.), *Title of book* (pp. xxx-xxx). doi:xxxxxxx

l). Entire Book, print version

In-Text Citation

The in-text citation for entire printed book is listed as author (year). For example, "Shotton (1989) asserts"

Reference Entry

Shotton, M. A. (1989). *Computer addiction? A study of computer dependency*. London, England: Taylor and Francis.

Reference Entry Format and Components: Note carefully the use of italics and punctuation.

Author's last name and initial(s). (Publication date). *Book title in italics and using capital letters for the first word of the title and subtitle and for any proper nouns*. City, state of publication: Publisher.

m). Electronic version of print book

In-Text Citation

The in-text citation for electronic version of a print book is listed as author (year). For example, "...as is mentioned by Shotton (1989)..."

Reference Entry

Shotton, M. A. (1989). *Computer addiction? A study of computer dependency* [DX Reader Version]. Retrieved from <http://www.ebookstore.tandf.co.uk/html/index.asp>

Schiraldi, G. R. (2001). *The post-traumatic stress disorder sourcebook: A guide to healing, recovery, and growth* [Adobe Digital Editions version].doi: 10.1036/0071393722

n). Electronic only book

In-Text Citation

The in-text citation for electronic only books is listed as author (n.d). For example, "O'Keefe (n.d.) found..."

Reference Entry

O'Keefe, E. (n.d.). *Egoism & the crisis in Western values*. Retrieved from <http://www.onlineoriginals.com/showitem.asp??itemID=35>

o). Book chapter, print version

In-Text Citation

The in-text citation for a chapter in a print version of a book is listed as author (year, pp. xx-xx). For example, "Haybron (2008, pp. 17-43) found..."

Reference Entry

Haybron, D. M. (2008). *Philosophy and the science of subjective well-being*. In M. Eid and R. Larsen (Eds.). *The science of subjective well-being* (pp. 17-43). New York, NY: Guilford Press.

p). Corporate author, government report

In-Text Citation

The in-text citation for government reports is listed as department (year) report. For example, "The U.S. Department of Health and Human Services, (2003) report..."

Reference Entry

U.S. Department of Health and Human Services, National Institutes of Health, National Heart, Lung, and Blood Institute. (2003). *Managing asthma: A guide for schools* (NIH Publication No. 02-2650). Retrieved from http://www.nhlbi.nih.gov/health/prof/lung/asthma/asth_sch.pdf

q). Issue Brief

Use this form for issue briefs, working papers, and other corporate documents, with the appropriate document number for retrieval in parentheses.

In-Text Citation

The in-text citation for issue briefs is listed as institute name (year). For example, "The Employee Benefit Research Institute (1992) report..."

Reference Entry

Employee Benefit Research Institute. (1992, February). *Sources of health insurance and characteristics of the uninsured* (Issue Brief No.123). Washington, DC: Author.

r). Paper presentation or poster session

In-Text Citation

The in-text citation for paper presentations or poster sessions is listed as presenters name (year) presented... For example, “A.A. Presenter (year) presented...”

Reference Entry

Presenter, A. A. (Year, Month). *Title of paper or poster*. Paper or poster session presented at the meeting of Organization Name, Location.

s). Video

In-Text Citation

The in-text citation for videos is listed as producer (year). For example, “According to the American Psychological Association (2000), ...”

Reference Entry

American Psychological Association (Producer). (2000). *Responding therapeutically to patient expressions of sexual attraction* [DVD]. Available from <http://www.apa.org/videos/>

t). Podcast

In-Text Citation

The in-text citation for podcasts is listed as date and podcast name. For example, “During a December 19, 2007 Shrink rap radio podcast, participants...”

Reference Entry

Van Nuys, D. (Producer). (2007, December 19). *Shrink rap radio* [Audio podcast]. Retrieved from <http://www.shrinkrapradio.com/>

u). Single episode from a television series

In-Text Citation

The in-text citation for an episode from a television series is listed as *series name*(year). For example, “In an episode of *Failure to communicate* (2005) ...”

Reference Entry

Egan, D. (Writer). and Alexander, J. (Director). (2005). *Failure to communicate*[Television series episode]. In D. Shore (Executive producer). House. New York, NY: Fox Broadcasting.

v). Music recording

In-Text Citation

In text citations, include side and band or track numbers. For example, “*Shadow and the Frame*” (Lang, 2008, track 10).

Reference Entry

Lang, K.D. (2008). *Shadow and the frame*. On Watershed [CD]. New York, N Y: Nonesuch Records.

w). Photographs

In-Text Citation

Photographer, F.M. (Photographer). (Year, month date of publication). *Title of photograph* [photograph]. City, State of publication: Publisher/museum.

Photographer, F.M. (Photographer). (Year, Month Date of Publication). *Title of Photograph* [digital image].

Retrieved from URL

Reference Entry

Cartier-Bresson, H. (Photographer). (1938). Juvisy, France [photograph]. New York, NY: The Museum of Modern Art

O'Shea, P. (Photographer). (2010, August 29). Rescued hedgehog [digital image]. Retrieved from <http://flickr.com/photos/peteoshea/5476076002/>

x). Message posted to a newsgroup, online forum, or discussion group

In-Text Citation

The in-text citation for a message posted to a newsgroup, online forum, or discussion group is listed as author (year) or (F. L, year). For example, "J.R. Drake (2014) argues that. . . ." OR ". . . to remain competitive (J.R. Drake, 2014)."

Reference Entry

Author. A. [or Alias.] (Year, Month day). Title of discussion thread [Online forum comment]. Message posted to Web address

Drake, J.R. (2014 May 5). Re: Incidentals of XII Technologies [Online forum comment]. Retrieved from <http://forums.XII/archive/188815>

y). Message posted to an electronic mailing list

In-Text Citation

The in-text citation for messages posted to an electronic mailing list is listed as author (year). For example, "Smith (2006) describes..."

Reference Entry

Smith, S. (2006, January 5). Re: Disputed estimates of IQ [Electronic mailing list message]. Retrieved from <http://tech.groups.yahoo.com/group/ForensicNetwork/message/670>

z). Blog post

In-Text Citation

The in-text citation for a blog post is listed as author (year). For example, "PZ Myers (2007) found..."

Reference Entry

PZ Myers. (2007, January 22). The unfortunate prerequisites and consequences of partitioning your mind [Web log post]. Retrieved from <http://scienceblogs.com/pharyngula/2007/01/theunfortunateprerequisites>

A blog comment would be referenced as follows:

Middle Kid. (2007, January 22). Re: The unfortunate prerequisites and consequences of partitioning your mind [Web log comment]. Retrieved from <http://scienceblogs.com/pharyngula/2007/01/theunfortunateprerequisites>.

aa). Interview recorded and available in an archive

In-Text Citation

The in-text citation for interviews recorded and available in an archive is listed as the name and year. For example, “Smith (1989) describes...”

Reference Entry

Smith, M.B. (1989, August 12). Interview by C. A. Kiesler [Tape recording]. President’s Oral History Project. American Psychological Association. APA Archives, Washington, DC.

bb). Software

In-Text Citation

The in-text citation for software is listed as software title, version number. For example, “...is calculated by... (Comprehensive Meta- Analysis, version 2).”

Reference Entry

Comprehensive Meta-Analysis (Version 2) [Computer software]. Englewood, NJ: Biostat.

cc). Personal Communications

Personal communications may be private letters, memos, some electronic communications (e.g., e-mail or messages from nonarchived discussion groups or electronic bulletin boards), personal interviews, telephone conversations, and the like. Because they do not provide recoverable data, personal communications are not included in the reference list. Cite personal communications in text only. Give the initials as well as the surname of the communicator, and provide as exact a date as possible.

Reference Entry

T. K. Lutes (personal communication, April 18, 2001)
(V.-G. Nguyen, personal communication, September 28, 1998)

VII STYLE GUIDE BIBLIOGRAPHY

A bibliography is a list of the books and other sources that are referred to in a scholarly work—such as an essay, term paper, dissertation, or a book. The bibliography comes at the end of the work.

There are different ways to format a bibliography, and the style that you use will depend on the discipline in which you are writing. SIIIL has decided to use the APA style for the bibliography.

APA Style:

- National Center for Learning Disabilities. (2014). What is IDEA? Retrieved from www.nclld.org/disability-advocacy/lear-ld-laws/idea/what-is-idea
- National Dissemination Center for Children with Disabilities (NICHCY). (2012). Response to intervention (RTI). Retrieved from nichcy.org/schools-administrators/rti#elements

- National High School Center, National Center on Response to Intervention, and Center on Instruction. (2010). Tiered interventions in high schools: Using preliminary “lessons learned” to guide ongoing discussion. Washington, DC: American Institutes for Research. PDF retrieved from <http://www.betterhighschools.org/pubs/>
- National Institute of Child Health and Human Development. (2000). Report of the National Reading Panel. Teaching children to read: An evidence-based assessment of the scientific research literature on reading and its implications for reading instruction (NIH Publication No. 00-4769). Washington, DC: U.S. Government Printing Office.
- Nunn, G. D., & Jantz, P. B. (2009). Factors within response to intervention implementation training associated with teacher efficacy beliefs. *Education*, 129(4), 599-607. Available at http://www.projectinnovation.biz/education_2006.html

VIII FURTHER INFORMATION

For further information, please contact the executive secretary (e.sadovskaia@siil.ch) or the Academic Office.

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