

Transcript

Title: AGLC referencing style – Get started (Library Clips)

Creator: Swinburne Library

Audio/video for this transcript available from: <http://commons.swinburne.edu.au>



This video introduces you to legal citation using the Australian Guide to Legal Citation, 4th edition, or 'AGLC4'. The AGLC4 referencing style uses footnotes and a bibliography, and is widely used by law professionals. AGLC4 is the citation standard used by the Swinburne Law School for assessment purposes.

This is an example of a page that uses the AGLC4 referencing style. Citations are in the body of the text and are indicated by consecutive superscript numbers. The footnotes are at the bottom of the page and each footnote ends with a full stop. There should be corresponding footnotes for all superscript numbers on the page.

If you include a short quote of three lines or less, enclose the quote in single quotation marks and add the superscript number at the end.

When quoting a full paragraph, place it on a new line, indent it, and make the font size smaller. Then add a superscript number at the end, after the full stop.

When using footnotes, cite authors as they appear in the source and do not include full stops after initials. Write all titles in italics. This includes book and journal titles, as well as cases and legislation. Enclose titles of chapters, articles, submissions or segments in single quotation marks. Publishers are followed by a comma and the year, and are enclosed in brackets.

Pinpoints refer to specific sections within the source, such as pages, paragraphs or sections, and are placed at the end of the footnote. Pages appear as a single number or as page range. Paragraphs and sections appear in square brackets. If both a page and paragraph are referred to the pinpoint should appear with both, with the paragraph in square brackets.

If you cite a particular information source more than once on a page, don't include the same footnote multiple times. Instead, use the term 'ibid'. Ibid is used when you refer to a source in the immediately preceding footnote. In this example, footnote 19 comes from the same source and page as footnote 18. Footnote 20 also comes from the same source but from different pages.

When citing a source that has previously been cited, a shortened form of the citation can be provided with a cross-reference in parentheses to the footnote number in which the citation may be found in full. In this example, the source in footnote 23 is the same as footnote 21.

A bibliography lists the sources you have included in your footnotes as well as any background sources you may have read but not actually cited in your paper.

The bibliography is located at the end of the paper and can be divided into these 5 sections: Articles, books and reports, cases, legislation, treaties, and other. Citation rules for bibliographies are the same as for footnotes except for the following two differences. The first listed author's name is inverted so that the surname is listed first, followed by a comma and then first name or initials. For works by two or more authors only the first authors name and surname should be inverted. Secondly, full stops do not follow citations in bibliographies.

For more details on how to cite using the AGLC4 referencing style please to refer to the Library referencing pages or directly to the AGLC4 online guide.

If you have any other questions about referencing, speak to a library staff member, visit the library website or contact us online.

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