

APA referencing essentials – Construction

Useful links:

[Introduction to APA referencing](#)

[Open Polytechnic APA referencing guide](#)

[Open Polytechnic APA guide to figures and tables](#)

Key information:

You must let your reader know whenever you have used information from somewhere else in your writing, whether you are paraphrasing or directly quoting. Failure to do this results in plagiarism and may affect your academic integrity.

See the APA guides above for the correct format for different source types.

There are two parts to acknowledging an information source:

1. in-text citation

This appears within the text of the assessment alongside the information referred to. It is a short citation, usually just the author's surname and date (and page number if directly quoting). For example:

Timber shoring is the placement of vertical timber uprights against the sides of an excavation area (Nunally, 2013)

↑ ↑
Author Date

2. full reference

This appears in a list at the end of the assessment and includes further elements.

Nunally, S. (2013). *Construction Methods and Management*. Pearson Education.

↑ ↑ ↑ ↑
Author Date Title Publisher

For every reference there should be a matching citation in the body of the assessment. If you cite the same source more than once, you only need to have one entry in the references list.

Quoting versus paraphrasing

There are two ways to take information from somewhere else to use within your writing

paraphrase = re-phrase the information into your own words, while retaining the essential ideas of the original source	direct quotation = use the exact words from the original source
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Generally, it is preferable to paraphrase whenever possible to demonstrate your understanding of the ideas of the author. Use direct quotations more sparingly, e.g. for exact definitions, highly technical phrases, or when you want to show an author's exact position.

Example of quote versus paraphrase

Original words from the book:

"If sufficiently moistened with a tool like a felt trowel, exposed earth block masonry with uneven surfaces or joints can be easily smoothed. Plastering is not advisable, since it interferes with the capacity of loam walls to balance internal air humidity."

Direct quote example:

"Plastering is not advisable, since it interferes with the capacity of loam walls to balance internal air humidity" (Minke, 2009, p. 66).

OR

According to Minke (2009) "Plastering is not advisable, since it interferes with the capacity of loam walls to balance internal air humidity" (p. 66).

Note: A page or paragraph number is necessary with a direct quote.

Paraphrase example:

Earth block masonry should smooth easily with moisture and the right tools, but should not be plastered (Minke, 2009).

OR

According to Minke (2009), earth block masonry should smooth easily with moisture and the right tools, but should not be plastered.

Example of reference list entry:

Minke, G. (2009). *Building with earth: Design and technology of a sustainable architecture* (2nd ed. Rev). Birkhauser.

Note: the additional elements of author's initials, book title, edition, publisher.

Note: the punctuation - where there are commas, full stops, italics, capital letters, brackets etc.

Note: that the above example is for a book. Other source types, e.g. articles, reports, websites, have some variations in their full reference format. Consult a guide for the correct format.

Referencing common construction related sources

For examples of how to reference Acts, Regulations, Codes and Standards related to the construction industry, please see the guide **Referencing examples – Construction**.