This is a brief guide to help Curtin University students who are required to use the Australian Guide to Legal Citation, 4th edition (AGLC4), produced by the Melbourne University Law Review Association in collaboration with the Melbourne Journal of International Law. It uses the footnotes style of referencing. You can access this manual either online or in hard copy:

- The online version is available at: http://www.law.unimelb.edu.au/mulr/aglc
- The hard copy version is available in Curtin Library at the shelf number: 808.06634 AUS.

To check availability and see locations go to the Curtin Library Catalogue.

It is a good idea to familiarise yourself with 'Part 1: General Rules' as it outlines the essence of the referencing style and will give you a good foundation. It also gives you lots of useful examples.

**Footnotes (See rules 1.1 – 1.4.)**

Footnotes are used to:

- Acknowledge sources of information you have used in your assignments, and
- Provide information that enables the reader to find the sources that you used.

Any direct quotes in your assignment must be immediately followed by a footnote (unless their source has been provided in full in the text, see rule 1.1.1). You must also always include a footnote when you have paraphrased from a source.

**To insert a footnote in Word (2007 and later):**

Position your cursor at the appropriate place in your word document. The footnote should appear directly after the full stop in the text of your Word document (however a footnote number may appear directly after the relevant text if it is necessary for the sake of clarity, see rule 1.1.2).

1. Click on the References tab.
2. Click on Insert Footnote.
Once you have inserted a footnote in Word you can type in your reference following the guidelines in the table starting on page 4 of this guide. **You must put a full stop at the end of each footnote.**

If you wish to cite a second reference in the same footnote, **type a semicolon and a space** (see rule 1.1.3 for exceptions to this rule). For example:


For repeated footnotes you can follow these two rules regardless of material type:

- If a source immediately following a footnote is the same then you can use ‘ibid’ (meaning ‘the same’). If the pinpoint reference is different than you can use ‘ibid’ and the new pinpoint reference (with no comma in between). For example: Ibid 65-67 (See rule 1.4.3.)

- If a source has been referred to before in an earlier footnote but is not the same as the one directly above it then you can use the author’s surname and a cross reference in barckets to refer to that previous citation (see rule 1.4.1). For example: Jones (n 3). For cases and legislation you can use the short title or popular name rather than the author’s name. For example: Tasmanian Dam Case (n 12). The short title should follow rule 1.4.4.

**Examples of using ibid and (n)**

2 Ibid.
3 Ibid 174-5.
5 *Administrative Decisions (Judicial Review) Act 1977* (Cth) s 37 (‘ADJR Act’).
6 McGinty v Western Australia (1996) 186 CLR 140, 183 (‘McGinty’).
7 MacMillan, (n 4).
8 *ADJR Act* (n 5) s 81.
10 McGinty (n 6) 56.
11 Berk (ed) (n 9).

**Pinpoint Citations (see rule 1.1.6)**

A pinpoint reference is a reference to a specific page or paragraph. A pinpoint reference to a page should appear as a number. A pinpoint reference to a paragraph should appear as a number in square brackets. It is placed at the end of the reference and for most resource types it should be preceded by a space. For example:

For some resource types such as journal articles and cases you are required to place a comma before the pinpoint citation. For example:


Common resource types which require a comma before the pinpoint:

<table>
<thead>
<tr>
<th>Cases</th>
</tr>
</thead>
<tbody>
<tr>
<td>Journal Articles</td>
</tr>
<tr>
<td>Chapter in an Edited Book</td>
</tr>
<tr>
<td>Gazettes</td>
</tr>
<tr>
<td>Parliamentary Debates</td>
</tr>
<tr>
<td>Written Correspondence</td>
</tr>
</tbody>
</table>

Always check the examples provided for your resource type in the guide to see if a comma is required or not.

Quotations within the body of your work (see rule 1.5.1)

Short quotations (of three lines or less) should be incorporated within single quotation marks.

For example:

Priestley JA stated that ‘there is a close association of ideas between the terms unreasonableness, lack of good faith and unconscionability.’¹²

Long quotations (of 4 full lines or more) should appear indented from the left margin, in a smaller font size and without quotation marks. Legislative and treaty extracts, regardless of length, may also appear this way.

For example:

The Judge stated:

Thus elaborating, the first question is whether a financial benefit is given within the meaning of s 229 of the Corporations Act (in relation to the prohibition on related party benefits without member approval). The second question is whether the exception for arm’s length terms in s 210 of the Corporations Act is made out ... ²³

Omissions, alterations and significant errors in quotes

- Omissions from a quotation should be indicated by an ellipsis (...)(See rule 1.5.3).
- If you need to alter a quotation in any way include the alteration in square brackets (see rule 1.5.4).
- If there is a significant error in the quotation you may use [sic](see rule 1.5.5).

Discursive Text in Footnotes (See rule 1.1.5)

Footnotes may contain text which is not a citation. Citations relating to discursive text in footnotes should appear after a colon at the end of the text (unless the full citation appears within the discursive text, including relevant pinpoints).
Citing quoted material *(See rule 1.3)*

AGLC prefers you to cite the original text if you can get hold of it. If this is not possible then you should give as full a reference to the original text as you can and use the words ‘quoted in’ or ‘cited in’ or ‘discussed in’ and give a full reference to the secondary text. For example:


Bibliography *(See rule 1.13)*

The first step is to check with your lecturer whether they require you to produce a bibliography. It may be the case that footnotes are sufficient. A bibliography includes not only all the sources you have cited in your assignment (which is the role of footnotes) but also all the sources you have consulted and relied upon whilst researching your assignment.

If you are required to include a bibliography, you must list all sources you used to complete your assignment alphabetically under the following headings. These headings are centered on the page and printed in italics:

- A Articles / Books / Reports
- B Cases
- C Legislation
- D Treaties
- E Other

References in your bibliography should be set out as in your footnotes with the following four exceptions:

1. The *first* author’s name (only) should be inverted and separated by a comma (eg: Smith, John rather than John Smith).

2. Do not include pinpoint references (these are for footnotes only).

3. Do not include a full stop at the end of each reference.

4. If there is no author, list the source alphabetically by title.

*Footnote examples & special notes in this guide taken from The Australian Guide to Legal Citation (Melbourne University Law Review Association; Melbourne Journal of International Law, 4th ed, 2018).*
<table>
<thead>
<tr>
<th>Case law</th>
<th>Footnote example</th>
<th>Special notes</th>
</tr>
</thead>
</table>
If you accessed case law online, always reference it as print.  
- **Case name**: Cite only the first plaintiff and first defendant (see rule 2.1.1). Case names may be abbreviated for subsequent footnotes (see rule 2.1.14). If the case name appears in full within the text it may be omitted in the footnote citation (see rule 2.1.15).  
- **Year**: If the volumes of the law report are organised by year, put the relevant year in square brackets: [ ]. If the reports are organised by volume number, put the year the case was decided in round brackets: ( ).  
- **Volume number**: Where a law report series is organised by year, some years may have two or more volumes per year. For example, [2007] 1 Qd R is the first volume of the Queensland Reports for the year 2007.  
- **Law Report series**: Use the abbreviation for the name of the law report series, not the full title. The report itself should indicate the relevant abbreviation. Lists of law report series abbreviations can found in the Law LibGuide in the Cases tab. Always cite an authorised version if possible (see rule 2.2.2 for preferred order).  
- **Page**: Put the page number the case report starts on. Some report series, such as CCH, often use a unique reference instead of a starting page number. Use this as the page number eg ¶93-198.  
- **Pinpoint**: Use this to refer to a specific page number. The paragraph number may be added after the page number if desired. If identifying the particular judge being cited, put their name in round brackets after the pinpoint. |
Unreported Decisions with a Medium Neutral Citation  
(rule 2.3.1)

1. **R v Landmeter** [2015] SASFC 3, [16].

Case Name [Year] Court identifier Judgment number, [Pinpoint].

A case is unreported if it not published in a law report series. Always use a reported version if you can and always cite an authorised version if possible (see rule 2.2.2 for preferred order). To see if a case has been reported you can check a case citator such as CaseBase (LexisNexis) or FirstPoint (WestLaw). If it is reported in an authorised series, use the authorised reports (for example: Commonwealth Law Reports, Federal Court Reports, Victorian Reports). If there is no reported version then use a medium neutral citation if one is available (this is a citation allocated by the court the case was heard in).

Please note: cases in AustLii are unreported versions. Check a case citator to see if the case has been reported.

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Unreported Decisions without a Medium Neutral Citation  
(rule 2.3.2)

1. **Barton v Chibber** (Supreme Court of Victoria, Hampel J, 29 June 1989) 3.

Case Name (Court, Judge(s), Full judgment date) Pinpoint.

US Cases  
(rule 25.1)

1. **Bush v Schiavo,** 885 So 2d 321, 336 (Fla, 2004).

Parties’ names, Volume Report Series and Series Number Starting Page, Pinpoint (Jurisdiction and Court Name, Year).

See rule 25.1.5.2 for abbreviations for US states.
<table>
<thead>
<tr>
<th>Legislation</th>
<th>Footnote example</th>
<th>Special notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Statutes (Acts of Parliament)</strong>&lt;br&gt;(rule 3.1)</td>
<td>¹ <em>National Health Act 1953</em> (Cth) s 87.</td>
<td><em>Title of Act Year (Jurisdiction abbreviated) Pinpoint.</em>&lt;br&gt;&lt;br&gt;<em>If you accessed legislation online, always reference it as print.</em>&lt;br&gt;&lt;br&gt;In repeat citations you may use an abbreviated form of the title referred to as a short title (rule 3.5). The title should always be included in the footnote (even if the title appears in the sentence accompanying the footnote – rule 3.5).&lt;br&gt;&lt;br&gt;The pinpoint should identify the particular section, paragraph, part, schedule etc. (see rule 3.1.4 for the appropriate abbreviation).&lt;br&gt;&lt;br&gt;Generally, a principal Act rather than an amending Act should be cited (but see rule 3.8 for exceptions to this rule).&lt;br&gt;&lt;br&gt;If you are citing an individual part of an Act ie: <em>Competition Code within the Trade Practices Act</em> give a short title to this portion of the Act and use this short title for subsequent references (rule 3.1.7).</td>
</tr>
<tr>
<td><strong>Bills</strong>&lt;br&gt;(rule 3.2)</td>
<td>¹ <em>Australian Border Force Bill 2015</em> (Cth) cl 26.</td>
<td><em>Title of Bill Year (Jurisdiction abbreviated) Pinpoint.</em>&lt;br&gt;&lt;br&gt;Bills are cited in the same way as Acts, except the title and year of a bill should not be italicised. For pinpoint citations, ‘clause’ and ‘sub-clause’ are usually the appropriate classifiers.</td>
</tr>
<tr>
<td><strong>Delegated Legislation</strong>&lt;br&gt;(rule 3.4)</td>
<td>¹ <em>Radiation Safety (General) Regulations 1983</em> (WA) reg 22.</td>
<td><em>Title Year (Jurisdiction) Pinpoint.</em>&lt;br&gt;&lt;br&gt;Delegated legislation (for example, regulations, rules and orders falling under primary legislation) follows the same rules as primary legislation. Only the pinpoint abbreviations differ (rule 3.4).</td>
</tr>
</tbody>
</table>
| **Australian Constitutions**  
| (rule 3.6) | 1 Australian Constitution s 51(ii). | The *Constitution of the Commonwealth of Australia* may be cited as the *Australian Constitution*, the *Commonwealth Constitution*, or simply as the *Constitution* as long as there is no chance that your reader will mistake it for a different constitution. It may also be referred to within its enacting legislation:  
| 1 Commonwealth of Australia Constitution Act 1900 (Imp) 63 & 64 Vict, c 12, s 9. | Constitutions of the Australian states should be cited as normal statues eg:  
| Constitution Act 1889 (WA) s 2(1). |

| **Explanatory Memoranda**  
| (rule 3.7) | 1 Explanatory Memoranda, Health Legislation Amendment Bill (No 1) 2003 (Cth). | Explanatory Memoranda, Title of Bill Year (Jurisdiction abbreviated) Pinpoint. Explanatory Memoranda are sometimes known as Explanatory Statements or Explanatory Notes. Where your reference is titled with one of these terms, the appropriate term should be used in lieu of ‘Explanatory Memoranda’. |

| **Parliamentary Debates (Hansard) including Second Reading Speeches**  
| (rule 7.5.1) | 1 Commonwealth, *Parliamentary Debates*, Senate, 3 May 2016, 3322 (Penny Wong). | Jurisdiction not abbreviated, *Parliamentary Debates*, Chamber of the House, Full date of Debate, Pinpoint (Name of Speaker, Position of Speaker). If it is relevant, the position of the speaker may be included after their name, proceeded by a comma. AGLC states (in rule 3.7) that second reading speeches are sections of parliamentary debates and should be cited in accordance with rule 7.5.1 |

| **Gazettes**  
| (rule 3.9.1) | 1 Commonwealth, *Gazette: Special*, No S 489, 1 December 2004. | Jurisdiction, *Gazette Title*, No Gazette Number, Full Date, Pinpoint. Where multiple notices appear in the same gazette or on the same page, the author and title of the notice (if available) should also be included as follows: |

Author, ‘Title of Notice’ in Jurisdiction, *Gazette Title*, No Gazette Number, Full Date, Starting Page, Pinpoint.

If there is no author you may omit this.

Australian Government gazettes are considered quasi-legislative materials and contain a range of information about legislation, including proclamations and notices from government departments and courts.

| **Taxation Rulings**  
| | | If you are using Officer only use their title (not their name) and include the jurisdiction in brackets after the name of the department or officer. |
| | | A document number should be included only if it appears on the instrument. Reproduce this exactly as it appears. |
| | | The full date is the date from which the instrument takes effect. You’ll find a reference to it in the contents page of the document. |

| **Treaties**  

| **US Codes**  
<p>| (rule 25.2) | 1 <em>Trade Act of 2002</em>, 19 USC §§ 3803-5 42 (2006). | <em>Statute Title</em>, Title Chapter or Volume Number Abbreviated Code Name Pinpoint (Publisher’s Name, Year of Code and Supplement). |
| | | Note – not all elements will appear in every citation. |
| | | See rule 25.2.3 for abbreviated code names. |</p>
<table>
<thead>
<tr>
<th>Journal articles</th>
<th>Footnote example</th>
<th>Special notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Three authors</strong></td>
<td>2 Bronwyn Naylor, Julie Debeljak and Anita Mackay, ‘Introduction: Implementing Human Rights in Closed Environments’ (2015) 31(1) <em>Law in Context</em> 1, 6.</td>
<td><strong>Author:</strong> List the first name and then the family name. If first name is not given on the publication, then give initial(s) with no spaces in between. If there are 4 or more authors, list only the first author followed by ‘et al’. See rule 4.1 for more details such as how to include honorific/peerage titles.</td>
</tr>
<tr>
<td><strong>Four or more authors</strong> (rule 5)</td>
<td>3 Martin Dockray et al, ‘Why Do We Need Adverse Possession?’ [1985] (Spring) <em>Conveyancer and Property Lawyer</em> 272, 275.</td>
<td><strong>Title of article:</strong> Put in single quotation marks. Capitalise the first letter of each word except a, an, the, and, on etc. If the name of a case or statute is included as part of the title, you must italicise the case or statute name as per rule 1.8.2. See rule 4.2 for more detail.</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Year, volume number, issue number (rule 5.3 and 5.4):</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>o If the journal is organised by year put the year of publication in square brackets and include the issue number in round brackets preceded by a space [2019] (1). There will be no volume number.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>o If the journal is organised by volume number, put the year of publication in round brackets and include the volume and issue number in round brackets (2018) 40(1).</td>
</tr>
<tr>
<td></td>
<td></td>
<td>o If the issue identifier is not a number this should appear preceded by a space and enclosed in round brackets eg: [2019] (Summer) or (2019) 31 (Winter). For newsletters or magazines (where the issue is defined by a month or season rather than a volume, issue or year) see rule 7.11.3.</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Journal title:</strong> Put in italics and use full title (it should not be abbreviated). Omit ‘The’ if it occurs at the beginning of the title. Capitalise the first letter of each word (rule 4.2). Subtitles should be omitted where this does not cause ambiguity (rule 5.5).</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Pages:</strong> AGLC4 requires that only the starting page number be cited.</td>
</tr>
</tbody>
</table>
| **Online Journal Articles**  (rule 5.10) | **Pinpoint:** This is used to cite the exact page referred to. It should be preceded by a comma and a space (rule 5.7). Where the pinpoint reference is to the starting page of an article, the page number should be repeated.  


Journal articles that are only available online should be cited in the same way as a print journal article, however include the URL at the end, enclosed in pointy brackets (<>).  

It may not be possible to include a volume number, issue number or starting page number.  

If an article has an article number or some other identifier, this should be used instead of a starting page number.  

If the article appears as a PDF include the page range of the article after the starting page number and before your pinpoint (see second footnote example). |
| **Newspaper Articles**  (rule 7.11) | **Author**, ‘Title’, *Newspaper* (Place of publication, Full Date) Pinpoint.  

If you accessed a newspaper article online, always reference it as print.  

- **Title:** Include the word ‘The’ if it appears in the masthead. Capitalise all significant words. If the article appears in a separately paginated section and the section has its own title, the title of the section should precede the title of the newspaper, e.g.: Saturday Extra, The Age (rule 7.11.1).  

- **Place of Publication:** This is the place of the newspaper’s headquarters and should be given as a city. Include a state or country if this is ambiguous (eg London, Ontario).  

A pinpoint should only be included where the article has pages or paragraphs. |

<table>
<thead>
<tr>
<th>Books</th>
<th>Footnote example</th>
<th>Special notes</th>
</tr>
</thead>
</table>
- **Author**: List the first name and then the family name. If first name not given on the publication, then give initial(s). See rule 4.1. If there are four or more authors, list only the first author followed by ‘et al’. If it is an edited book, put (ed) or (eds) after the names (rule 4.1.3). See rule 4.1.4 for publications authored by a body.  
- **Title of article**: Put in italics. Capitalise the first letter of each word except a, an, the, and, on etc.  
- **Publications details**: Put the publisher’s name and year of publication in round brackets. ‘The’ at the start of a publisher’s name should be omitted. Omit abbreviations such as ‘Ltd’, ‘Co’. Include edition number if there is one. Use ‘rev ed’ for a revised edition. Do not include the place of publication. If the author’s name is the same as the publisher’s name then omit this part. See rule 6.3.1 for more detail.  
- **Pinpoint**: This is to cite the exact page referred to. If you wish to cite the exact paragraph you can put in square brackets or if you wish to cite the exact chapter you can abbreviate as ‘ch’. |
<table>
<thead>
<tr>
<th><strong>Four or more authors</strong></th>
<th>4 Paul Rishworth et al, <em>The New Zealand Bill of Rights</em> (Oxford University Press, 2003).</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Encyclopaedias (rule 7.7)</td>
<td>1 <em>LexisNexis, Halsbury’s Laws of Australia</em>, vol 15 (at 25 May 2009) 235 Insurance, ‘2 General Principles’ [235-270]. 2 <em>WestLaw AU, The Laws of Australia</em> (online at 15 February 2018) 2 Administrative Law, ‘2.3 Access to Information’ [2.3.10].</td>
<td>Entry from a print encyclopaedia: Publisher, <em>Title of Encyclopedia</em>, vol Volume Number (at Full Date) Title Number Name of Title, ‘Chapter Number Name of Chapter’ [Paragraph]. Entry from an online encyclopaedia: Publisher, <em>Title of Encyclopedia</em>, (online at Date of Retrieval) Title Number Name of Title, ‘Chapter Number Name of Chapter’ [Paragraph].</td>
</tr>
<tr>
<td>Looseleaf Services (rule 7.8)</td>
<td>1 Niel J Williams, LexisNexis Butterworths, <em>Civil Procedure: Victoria</em>, vol 1 (at Service 231) [21.01.1]. 2 <em>CCH Australia, Australian Intellectual Property Commentary</em> (online at 20 February 2018) ¶7-000.</td>
<td>Print looseleaf service: Publisher, <em>Title</em>, Vol Volume Number (at Most Recent Service Number for Pinpoint or Date of Last Update) [Pinpoint]. Online looseleaf service: Publisher, <em>Title</em> (online at Date of Retrieval) [Pinpoint]. Where an author of a looseleaf service is clearly identified, the author’s name should be included before the publisher, followed by a comma. Pinpoints should be to paragraphs and therefore appear in square brackets ([ ]).</td>
</tr>
<tr>
<td>Reports and similar documents</td>
<td>Footnote example</td>
<td>Special notes</td>
</tr>
<tr>
<td>-------------------------------</td>
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</tbody>
</table>
If a report does not prominently indicate an author then do not include an author.  
If the report is not part of a numbered series, the document number should be omitted.  
Where there is no full date on the source, include as much as you can (eg: ‘September 2018’ or ‘2018’).  
A URL may be included where this would aid its retrieval. |
3 Department of Parliamentary Services (Cth), *Bills Digest* (Digest No 75 of 2008-09, 27 January 2009) 8. | Committee, Legislature, *Title* (Document Type/Series No Document Number, Full Date) Pinpoint. |
| **Royal Commission Reports** (rule 7.1.3) | 1 *Royal Commission into Trade Union Governance and Corruption* (Final Report, December 2015) vol 2. | If a royal commission report does not prominently indicate an author then do not include an author. Do not include a jurisdiction.  
For submissions to royal commissions see rule 7.5.2 |
² Australian Bureau of Statistics, *Year Book Queensland, 1901* (Catalogue No 1301.3, 23 December 1901). | The document type/series number should be referred to as its Catalogue number. |
| **Research Papers and similar documents** | Footnote example | Special notes |
A URL may be included at the end of the citation, where its inclusion will help your reader locate the item. The URL should be enclosed in triangular brackets (< >). |
Ordinal numbers (eg 5th) of conferences should not be included.  
If the inclusion of a URL will aid in the retrieval of this paper then you may include it.  
Where a conference paper has been published in a journal or a book, it should be cited in accordance with chapters 5 and 6. |
<table>
<thead>
<tr>
<th>Internet Sources</th>
<th>Footnote example</th>
<th>Special notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>(rule 7.15)</td>
<td>Only reference the online version if there is no hard copy version available.</td>
<td></td>
</tr>
<tr>
<td>Use this for webpages, blog posts and online forums.</td>
<td>• Author: only include an author if they are listed on the webpage.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Web Page Title: if the author and web page title are the same, the author should be omitted.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Document Type: this can include ‘Blog Post’ or ‘Forum Post’. Where the document type is not clear, ‘Web Page’ should be used.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Date: Cite the full update date of the webpage. If not available cite the date the document was created. If there is no full date available, include as much of the date as appears. If there is no date listed at all, omit this part. You are not required to cite the date you accessed the material.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Pinpoint: If the material is a PDF document then you can include the page number. If the material is a webpage in HTML format then you can include the paragraph number or section number in square brackets.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• URL: Place in pointy brackets (&lt; &gt;). If URL is very lengthy and the document can be easily located from the homepage, you may enter this instead.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>You may provide permalinks to archived sources (rule 4.5)</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Social Media Posts</th>
<th>Footnote example</th>
<th>Special notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Social Media Posts</strong></td>
<td>1 @AustLii, (Twitter, 10 December 2018, 8.26pm) [<a href="https://twitter.com/austlii/status/107233378075591169/%3E">https://twitter.com/austlii/status/107233378075591169/&gt;</a>.</td>
<td>Username, ‘Title’ (Social Media Platform, Full Date, Time) &lt;URL&gt;.</td>
</tr>
<tr>
<td>(rule 7.16)</td>
<td>2 VictoriaLegalAid, ‘Australia’s Legal System – What’s the Law? Australian Law for New Arrivals’ (YouTube, 24 October 2011) 00:00:10-00:01:50 [<a href="https://www.youtube.com/watch?v=RO5bBEuIP68">https://www.youtube.com/watch?v=RO5bBEuIP68</a> &gt;.</td>
<td>• Username: this should appear as it does on the social media platform (ie: capitalisation should not be altered). For Twitter accounts, ‘@’ should be included in the username. If the name of the author is not clear from the username, you may include the author’s name in brackets after the username, preceded by a space.</td>
</tr>
<tr>
<td>Other Sources</td>
<td>Footnote example</td>
<td>Special notes</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| **Films & Audiovisual Recordings** (rule 7.14.2) | ¹ *Legally Blonde* (Metro Goldwyn Mayer, 2001) 1:12:00.                           | *Film Title/Series Title* (Version Details, Studio/Production Company/Producer, Year) Pinpoint.  
A brief version of the studio or production company’s name should be included (which excludes ‘the’ if it appears at the start of the name, as well as any information relating to corporate status, e.g. ‘Pty’ and geographical location). Where there are multiple studios or companies, only the first listed should be included.  
If the version being cited is the standard version, the version details may be omitted.  
Where a pinpoint is given it should follow the format – Hours: Minutes: Seconds.  
For television series see rule 7.14.3  
For radio segments and podcasts see rule 7.14.4 |
| **Written Correspondence** (rule 7.12)     | ¹ Email from Vanessa Li to Samantha Jones, 4 November 2015.  
The position of the correspondents may be included after their names.  
If the correspondence is contained in an archive, the details of the archive should be included in brackets after the date.  
If the correspondence is reproduced within another hard copy or online source, cite this source after the full date or any pinpoint and precede it with a comma, followed by the phrase ‘reproduced in’. Alternatively you may provide a URL. |
If the speech is a named lecture, the lecture name should be included in the place of ‘Speech’. If the name starts with ‘The’ do not include this.  
If the speech is part of a lecture series, do not include its ordinal number.  
If no specific forum is indicated, the city or town in which the speech was delivered should be included.  
A URL may be included.  
If a speech has been published in a journal or book it should be cited as this.  
For second reading speeches use rule 7.5.1 |
|---|---|---|
| Interviews (rule 7.13) | 1. Conversation with Chief Justice John G Roberts Jr, Chief Justice of the Supreme Court of the United States (Carolyn Evans, Melbourne Law School, The University of Melbourne, 20 July 2017). | Interview with Name of Interviewee (Name of Interviewer, Forum of Form of Interview, Full Date).  
‘Interview’ may be replaced with the appropriate format of the source being cited eg: ‘Conversation’.  
The position of the interviewee may be included after their name, preceded by a comma.  
A URL may be included.  
If an interview has been published in a journal or book it should be cited as this. If it has been televised it should be cited as an audio-visual recording. |