



Government of **Western Australia**
Department of **Mines, Industry Regulation
and Safety**

Guide to referencing



**Geological Survey of
Western Australia**

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Introduction

Full and accurate acknowledgement of sources referred to during research is an essential part of publishing scientific work. Citing previous work correctly means citing the correct work in context, providing the correct reference details, and adhering to the publisher's standards. References need to be consistent, unambiguous, and record necessary and sufficient information to ensure that sources of research data are properly acknowledged and to assist the reader in locating those sources. It is the responsibility of authors to ensure that all sources used are appropriately acknowledged. The author–date system of referencing is mainly used for Geological Survey of Western Australia (GSWA) publications (with variations).

Citavi 6 facilitates accurate citation and referencing in the house style.

Citavi

What is Citavi?

Citavi 6 is a Cite While You Write (CWYW) referencing and bibliographic application that installs as an Add-In to Microsoft Word. Functions are operated from a ribbon that also provides access to the Citavi program itself. Once installed, the user has access to a large, centralized database of reference information including:

- GSWA publications
- externally published books and series
- WAMEX and WAPIMS reports
- journal articles
- conference proceedings
- online and digital publications.

What Citavi does

All references used in GSWA publications must be added to, and cited from, Citavi. Users insert citations at selected locations in the text, and the program automatically generates a list of references, formatted to GSWA house style, at the end of the document. Citavi provides for hyperlinks to internet content (URL links) and connection to PDF documents, including GSWA publications (released through eBookshop) or other digitally released materials.

The Citavi database is administered by the Geoscience Publishing (GP) section. Some functions are restricted by access permission to staff in this group, who continually verify entries.

Preset styles define the format in which in-text citations and the reference list are output. For example, the GSWA house style for referencing is built into a Citavi style file called 'GSWA [Copy]'. When this is selected, citations and references are added to the active Word document in the preferred GSWA format for books, edited books, journal articles, maps, reports, conference proceedings, and so on. Styles for other publishing houses are similarly defined, so that users can also prepare an external manuscript with in-text citations and a list of references formatted to match the requirements of the intended publication.

What goes into Citavi

Users can enter new references manually into the database, or by other means. Users' connections to the Citavi database is live, meaning that a new reference entered in Citavi can be added to a Word manuscript immediately. Later changes to Citavi entries will be reflected in the in-text citations and list of references when the Word document is next opened.

Staff from Editing and Publishing (E&P) should be alerted when new references are entered so the references can be validated.

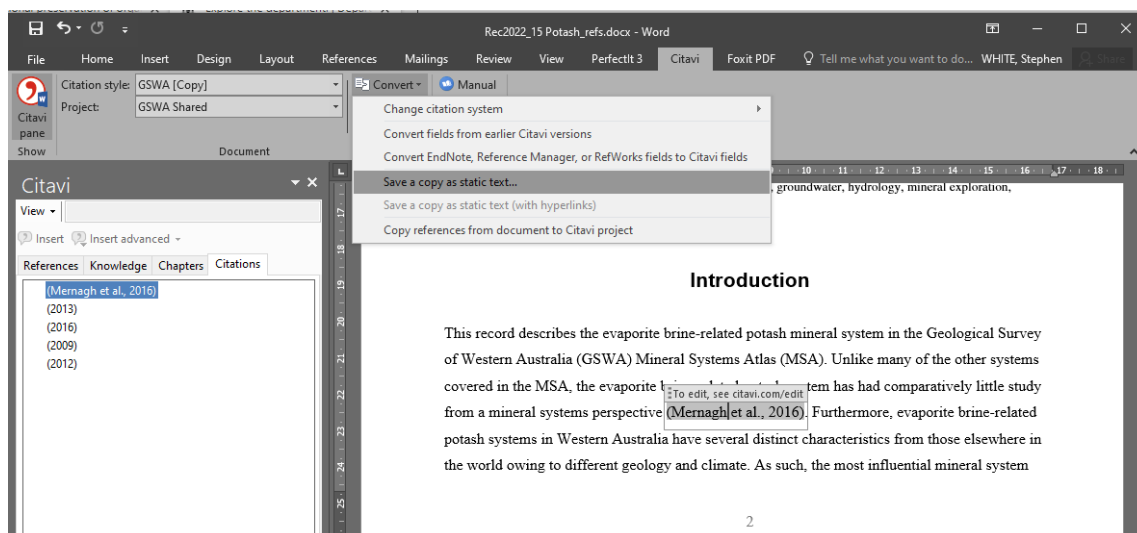
The following publications should be included in the database:

- GSWA publications
- GSWA authored and non-GSWA authored publications cited in GSWA publications
- external publications written by GSWA staff.

A 'view' of the Citavi references is extracted daily for ENS. The ENS Data Entry Application reads this view to that ENS authors can select and add references to unit reports. In-text citations must be added manually in ENS narratives, however.

Delinking citations from Citavi

Citations added to a Word document using Citavi, and the reference list generated from these, are linked back to the Citavi database. The linked citations and reference list should not be manipulated in the same way as ordinary text. Therefore, links to the Citavi database must be removed from the Word document before sending to external peer reviewers or submitting for editing. This is to prevent potential corruption of the document if external reviewers were to try to edit linked citations and references.



How to delink

- Citations that are linked to the Citavi database highlight grey when you click on them
- Save the original document with Citavi links
- With the Citavi ribbon active, go to the Convert tool and choose **Save a copy as static text**
- Choose a suitable location for the new version of the manuscript and add a suffix to the file name showing it has been delinked from Citavi; e.g. [Filename] – delinked or [Filename] – plain text.

Any new citations suggested by peer reviewers must be added using Citavi. Adding citations to a manuscript that has previously been delinked from Citavi will generate a new reference list at the end of the document.

- You will need to delink the citations again before submitting the manuscript for editing
- *After* this is done, manually move the new references into the original reference list in the correct order
- If citations have been removed on the reviewers' advice, check for references that are no longer required as a result and carefully take these out of the reference list.

Citavi user guides

A customized GSWA **Citavi Quick Guide** has been developed. A [comprehensive online user](#) manual may be accessed via the Help menu in Citavi or the Manual link in the MS Word Citavi ribbon.

Contacts

E&P staff ([Stephen White](#), [Bernd Striewski](#)) can answer queries. Contact the Digital Data Administrator (Gary Hartley ext. 23889) for technical enquiries.

Referencing standards

General rules

These rules should be followed:

- minimal capitalization
- minimal use of italics, bold and all capitals
- inverted commas are not used for titles
- no list comma (Oxford comma) is used in references

For most purposes, the grammatical and formatting rules for referencing are as outlined in the [GSWA house style](#).

How to compile a list of references

All references cited in a manuscript should be listed in full at the end of the main text (this list should not be a bibliography). Conversely, all references appearing in the list of references must be cited in the text. This may be in the body of the text or as part of figures, tables, or plates. Each appendix should have a separate reference list following the same rules as for the main reference list.

Order of references

The sorting of references in the reference list follows GSWA house style. The reference list will be in alphabetical order of authors, with single-authored items (in chronological order) preceding those for which the same author is the senior of two or more authors. The latter items are then arranged in alphabetical order of the second author, regardless of the number of authors in any one item. For these, chronological ordering is the last discriminator. For example:

Smith, CL 1984, ...

Smith, CL **1992**, ...

Smith, CL, **Brown, AB** and Jones, DE 1991

Smith, CL, Brown, AB and Jones, DE **1993**, ...

Smith, CL and **Jones, DE** 1975, ...

Remember: The ABC of referencing — **A**lphabeticity **B**eats **C**hronologicality.

References follow a consistent structure, remembering that not all the elements listed below are present in all references and not all references necessarily conform exactly to this format:

Author, AN and Author, BN Year of publication, Title, Edition (if applicable), Volume or Part (if applicable): Publishing organization, City and state (and country of publication, if overseas), Series Title, Volume or Serial number, Page details.

The main points to remember are:

- use of upper and lower case for author name(s) and publisher
- open punctuation (without full stops) and no spaces between authors' initials, or the initials of regional states and territories including: WA, NSW, US
- information about the publisher is arranged as: 'Publishing organization, city and state and country of publication (if overseas),' . Where place of publication is obvious from the publisher name, as in the GSWA example, the city and state can be omitted from the reference
- avoid the use of italics and bold. Retain the use of the colon to denote the end of the title. Italics are only to be used for individual contributions to multi-author publications (see example below) or for species names.

In-text citations

Citations take the form 'Author(s), year' with placement of parentheses depending on 'active' or 'passive' use. Author initials are included only if necessary to distinguish between authors with the same surname and year.

Active use: Smith (1996) recorded the presence of biotite.

Passive use: The granitic rocks are believed to be contemporaneous (Smith, 1996).

Citations are ordered in the text by year, then alphabetically:

(Smith, 1979; Blewett, 1987a,b; Brown, 2001; Smith, 2003)

'Anonymous' or 'Anon' is not used. When an author's name is not provided, cite the organization. In the reference list, the organization name should be written in full. For example:

In-text citation: (CSIRO, 1980)

Reference: Commonwealth Scientific and Industrial Research Organisation (CSIRO) 1980

Qualifiers such as 'see,' 'in,' 'i.e.,' 'cf.,' 'e.g.,' and 'viz.' are only exceptionally included within the citation parentheses where there is special need to alert the reader to a comparison or exception to a general case. Page numbers are generally not included within the parentheses, except where text is quoted.

Up to two co-authors' names may be cited; for example, 'Smith and Brown (1990).' If there are more than two co-authors, use only the first-named author followed by 'et al.' (not 'and others').

Multiple citations of the same author(s) are separated by commas:

Smith (1988, 1989, 1990)

Grouped citations of different authors are separated by semicolons:

(Brown et al., 1990; Smith, 1994)

Ambiguous citations

Multiple citations of one or more authors in any one year are referred to as ambiguous citations and are differentiated by use of lower-case letters appended to the year of publication (2014a,b etc.). Using Citavi, letters are assigned to the reference list entries on the fly as new references are cited.

The order in which a, b or additional letters are assigned to in-text citations is determined by the order in which the references are sorted in the reference list. As the reference list updates itself, in-text citations will also be updated.

This means the final order of letters appended to in-text citations may not be sequential (a, b, c, etc.).

For example (terms in bold show the criteria on which the order is determined):

(Howard et al., **2009b**; Smithies et al., **2009b**)

(Howard, 2013)

(Howard et al., **2009a**; Smithies et al., **2009a,c**)

Corresponding reference list:

Howard, HM, Smithies, RH, Evins, PM, Pirajno, F and Skwarnecki, MS **2009a**, Bates, WA Sheet 4646 (2nd edition): Geological Survey of Western Australia, 1:100 000 Geological Series.

Howard, HM, Smithies, RH, **Kirkland**, CL, Evins, PM and Wingate, MTD **2009b**, Age and geochemistry of the Alcurra Suite in the western Musgrave Province and implications for orthomagmatic Ni–Cu–PGE mineralization during the Giles Event: Geological Survey of Western Australia, Record 2009/16, 16p.

Howard, **PJ** 2013, Final drilling report to the Department of Mines and Petroleum for expenditure claim, Exploration Incentive Scheme DAG2011/00109246: Atlas Iron Ltd: Geological Survey of Western Australia, Statutory mineral exploration report A101359, 45p.

Smithies, RH, Champion, DC and Van Kranendonk, MJ **2009a**, Formation of Paleoproterozoic continental crust through infracrustal melting of enriched basalt: Earth and Planetary Science Letters, v. 281, no. 3, p. 298–306.

Smithies, RH, **Howard**, HM, Evins, PM, Kirkland, CL and Wingate, MTD **2009b**, New insights into the geological evolution of the west Musgrave Complex, *in* GSWA 2009 extended abstracts: promoting the prospectivity of Western Australia *edited by* Geological Survey of Western Australia: Geological Survey of Western Australia, Record 2009/2, p. 19–22.

Smithies, RH, Howard, HM, **Maier**, WD and Evins, PM **2009c**, Blackstone, WA Sheet 4545: Geological Survey of Western Australia, 1:100 000 Geological Series.

Smithies, Champion and Van Kranendonk is 2009a because it's the first of these multiple author references in the list on alphabetical grounds.

Because of constraints in Citavi, editors may need to adjust the ambiguous citations within a list of multiple citations in the text. For example:

(Howard et al., 2009b; Smithies et al., 2009c; Smithies et al., 2009a)

Becomes:

(Howard et al., 2009b; Smithies et al., 2009a,c)

Use past tense when referring to a person, whether alive or deceased, or to work done, and present tense when referring to a book, map or figure:

Brown (1980) found that ... his figure 1 shows that ...

Note also that figures and tables referred to from publications cited do not take an initial capital. For example, (Jones, 1988, figure 1) refers to the figure in Jones's 1988 paper. This avoids confusion as to whether an author is referring to own work or to that from a cited reference.

Use the term 'in prep.' for publications that are in production but not yet released. To use 'in prep.' for non-GSWA references, an author must be certain that publication is imminent — otherwise use 'written comm.' (See [Personal and written communications](#).) The editor will make a final check of the status of such citations after editing, just before release.

When using numbers such as '2nd edition' or '8th Geological Convention,' do not use superscripts. Write '1st,' '2nd,' '3rd,' or '4th.' Note that MS Word may automatically superscript these, so you will have to go back and undo this or change the formatting options.

Citing Geochronology Records

Many Geochronology Records have the same, or nearly the same, string of three or more authors. Despite adding a, b, c to the year, it may be difficult to match the citation to its reference.

For example, the string of authors for four citations of (Wingate et al., 2014a,b,c,d) look very similar:

Wingate, MTD, Kirkland, CL, Ivanic, TJ, Wyche, S and Van Kranendonk, MJ 2014a, 197420: metasediment, Weld Range; Geochronology Record 1173: Geological Survey of Western Australia, 6p.

Wingate, MTD, Kirkland, CL and Spaggiari, CV 2014b, 192552: monzodioritic gneiss, Atlantis prospect; Geochronology Record 1185: Geological Survey of Western Australia, 4p.

Wingate, MTD, Kirkland, CL and Zibra, I 2014c, 155511: granodiorite gneiss, Top Camp Well; Geochronology Record 1169: Geological Survey of Western Australia, 4p.

Wingate, MTD, Kirkland, CL and Zibra, I 2014d, 155513: biotite metamonzogranite, Garden Granite Rock; Geochronology Record 1170: Geological Survey of Western Australia, 4p.

To identify each reference, include the sample number in the citation; for example:

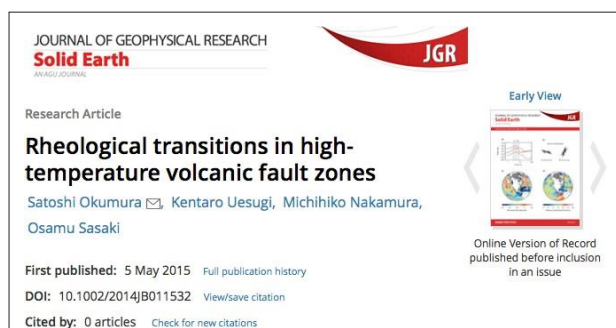
(GSWA 155511, Wingate et al., 2014c; GSWA 155513, Wingate et al., 2014d; GSWA 192552, Wingate et al., 2014b; GSWA 197420, Wingate et al., 2014a).

Note: the order of citations shown here is the Citavi default. The author or editor might need to adjust this manually, depending on the order in which geochronology data are referred to.

The DOI system

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

DOIs do not replace traditional bibliographic citations but are a very useful addition, especially if articles are published online before they appear in print. In these cases, the volume and issue may be given, but not page numbers. Journal of Geophysical Research and Tectonophysics do this routinely.



Some journals are now published online only, and a DOI might be the quickest and most reliable way of tracking down a reference. Geosciences, published online quarterly by Earth and Planetary Sciences, is one example.

DOI numbers start with a 10 followed by a full stop and contain a prefix and a suffix separated by a forward slash. The prefix is a unique number of four or more digits assigned to organizations; the suffix is assigned by the publisher and is designed to be flexible with publisher identification standards.

The general format for a DOI is: doi:10.xxxx/xxxxx. A reference citing its DOI would be as follows:

Zibra, I, Smithies, RH, Wingate, MTD and Kirkland, CL 2014, Incremental pluton emplacement during inclined transpression: Tectonophysics, v. 623, p. 100–122, doi:10.1016/j.tecto.2014.03.020.

(Source information: www.sciencedirect.com/science/article/pii/S0040195114001486)

Allowance is made for most reference types to include a DOI. It is recommended to provide this if available. DOIs may be added to GSWA publications in future.

Reference style and format

In each of the following subsections, a GSWA product type is given as a heading, followed in parentheses by the corresponding Citavi reference type, where this exists. Following this, examples of products included in the given reference type are provided.

For each heading, there is a description and example of how that publication type should be formatted for GSWA publications. Some other aspects of referencing, such as referencing appendices, and when and how to use a DOI, are also illustrated.

Comparing these examples of reference formats with the output view of an equivalent reference in Citavi will indicate whether the reference has been entered correctly into Citavi.

Appendices

(Contribution in... Book)

Where the author is the same for the appendix and main work, the citation is straight forward. For example:

Details of the methods are given elsewhere (Gray, 2020, appendix 3).

However, appendices may be written by someone other than the main authors or compilers. These appendices can stand alone and may be referenced separately in new work. Since appendices are not listed separately in library catalogues, a reference to an appendix should point to the publication in which it is included.

For example, a specific reference to Appendix 6 in Mory and Yasin (1998), the Mooka 1 well completion report, would be 'Ghori (1998),' not '(Ghori *in* Mory and Yasin, 1998)' or '(Mory and Yasin, 1998).' The full reference would therefore read as:

Ghori, KAR 1998, Appendix 6 — Petroleum geochemistry, *in* GSWA Mooka 1 well completion report, Gascoyne Platform, Southern Carnarvon Basin, Western Australia *compiled by* AJ Mory and AR Yasin: Geological Survey of Western Australia, Record 1998/6, p. 40–44.

Books or monographs

(Book)

GSWA series publications, including: Record, Report, Bulletin, Mineral Resource Bulletin, Paleontology Report; Books published externally, e.g. via Elsevier, Springer-Verlag

Bucher, K and Grapes, R 2011, *Petrogenesis of metamorphic rocks* (8th edition): Springer-Verlag, Heidelberg, Germany, 428p., doi:10.1007/978-3-540-74169-5.

Kositcin, N, Carson, CJ, Hollis, JA, Glass, LM, Close, DF, Whelan, JA, Webb, G and Donnellan, N 2013, Joint NTGS-GA geochronology project: Arunta region, Davenport Province and Pine Creek Orogen July 2009 – June 2011: Northern Territory Geological Survey, Record 2012-008, 49p.

Playford, PE, Cockbain, AE, Berry, PF, Roberts, AP, Haines, PW and Brooke, BP 2013, *The geology of Shark Bay, Western Australia*: Geological Survey of Western Australia, Bulletin 146, 297p.

Seymour, DB, Thorne, AM and Blight, DF 1988, *Wyloo, WA* (2nd edition): Geological Survey of Western Australia, 1:250 000 Geological Series Explanatory Notes, 36p.

Wright, VP and Tucker, ME (editors) 2013, Calcretes: International Association of Sedimentologists, Reprint Series of the International Association of Sedimentologists 2, 352p.

Book, edited or compiled

(Book, Edited)

Citavi is configured to manage edited or compiled volumes by creating a parent entry to which chapters or other parts are added as Contribution in... the larger work. The parent volume is set up as an edited or compiled book or conference proceedings volume.

Charlier, B, Namur, O, Tegner, C and Latypov, R (editors) 2015, Layered Intrusions: Springer, The Netherlands, 748p.

Gessner, K, Blenkinsop, TG and Sorjonen-Ward, P (editors) 2018, Characterization of ore-forming systems from geological, geochemical and geophysical studies: The Geological Society of London, Special Publication 453, 407p., doi:10.1144/SP453.

Tyler, IM and Knox-Robinson, CM (editors) 2010, Fifth International Archean Symposium Abstracts: Geological Survey of Western Australia, Record 2010/18, 410p.

Note: compiled conference abstract volumes may also be entered as Conference Proceedings.

Whether the parent volume is best regarded as edited or compiled depends on how the publishing organization commissions the work. Special publications from major journals, such as Journal of Structural Geology, usually employ acquisitions or managing editors, so are best given as '*edited by*'. GSWA field guide Records may be best given as '*compiled by*' because the editing process is distinct from the compilation process.

Book chapter, conference abstract, report appendix

(Contribution in ... Book, Edited or Conference Proceedings or Report or Gray Literature)

Extended abstract in GSWA Record; chapter in field guide; section in edited or compiled volume; abstract in conference proceedings volume; appendix in WAMEX or WAPIMS report

Citavi is configured to manage separable parts of larger publications by designating the part as a Contribution in... the larger work. Styles have been created in Citavi for:

- chapter or section in an edited book
- abstract, extended abstract or other paper in a conference proceedings volume
- appendices in a WAMEX or WAPIMS report (or external report) written by someone other than the main report author.

These are organized in Citavi by first entering the parent volume, then adding the part (chapter, abstract, etc.) as a contribution.

Contribution or chapter in a larger volume

Dowling, R 2020, Interpreting geological and mining heritage, *in* The geotourism industry in the 21st century: the origin, principles, and futuristic approach *edited by* BN Sadry: Apple Academic Press, p. 277–298.

Hollis, S, Yeats, CJ, Wyche, S, Barnes, SJ, Ivanic, TJ, Gillespie, P, Mole, D, Pumphrey, A, Verbeeten, A, Tessalina, S, Belford, SM and Podmore, DC 2015, VHMS mineralization in the Yilgarn Craton: Greenstone prospectivity and new results from the Eastern Goldfields, *in* GSWA 2015 extended abstracts: promoting the prospectivity of Western Australia: Geological Survey of Western Australia, Record 2015/2, p. 16–18.

Nutman, AP and Bennett, VC 2019, Chapter 17 – The 3.9–3.6Ga Itsaq Gneiss Complex of Greenland, *in* Earth's oldest rocks (2nd edition) *edited by* MJ Van Kranendonk, VC Bennett and JE Hoffmann: Elsevier B.V., p. 375–399, doi:10.1016/B978-0-444-63901-1.00017-4.

Pawley, MJ, Wise, TW and Dutch, RA 2018, What the 13GA-EG1 Eucla–Gawler seismic survey tells us about the Coompana Province, *in* Coompana Drilling and Geochemistry Workshop 2018 extended abstracts *edited by* RA Dutch, TW Wise, MJ Pawley and A Petts: Department for Energy and Mining, South Australia, Adelaide, Report Book 2018/00019, p. 109–119.

Abstract in conference volume

Brisbout, L and Murdie, R 2019, Imaging mafic underplate in 3D: an example from the east Albany–Fraser Orogen and Yilgarn Craton margin, *in* AEGC Extended Abstracts 2019: Australasian Exploration Geoscience Conference, Perth, Western Australia, 2–5 September 2019, 4p.

Duuring, P and Laukamp, C 2018, Spectral signature of alteration zones associated with iron ore deposits in the Yilgarn Craton, Western Australia, *in* XXII Meeting of the International Mineralogical Association, Melbourne, Australia, 13-17 August: International Mineralogical Association, <<https://www.ima2018.com/about-ima-2018/>>.

Takehara, M, Komure, M, Kiyokawa, S, Horie, K and Yokohama, K 2010, Detrital zircon SHRIMP U–Pb age of the 2.3 Ga diamictites of the Meteorite Bore Member in the South Pilbara, Western Australia, *in* Fifth International Archean Symposium Abstracts *edited by* IM Tyler and CM Knox-Robinson: Fifth International Archean Symposium, Perth, Western Australia, 5–9 September 2010: Geological Survey of Western Australia, Record 2010/20, p. 223–224.

Appendix in WAMEX and WAPIMS report

Purcell, RR 2013, Appendix 10 – Palynology report, *in* Lawford-1 Deepening EP 417 Western Australia, Onshore Canning Basin: well completion report (basic and interpretive) *by* S Cookson, R Stear and C Ellis: New Standard Onshore Pty Ltd: Geological Survey of Western Australia, Statutory petroleum exploration report S3372 A1 (open file), 8p.

Conference or symposium proceedings

(Conference Proceedings)

References to conference proceedings are to the whole volume. The form of proceedings volume is generally as follows:

Editor, AB, Editor, CD and Editor EF (editors) Year, Title of proceedings volume; Conference name Place of conference,, Conference dates: Conference organizer or publisher, Publisher city and country, Series title and volume [if applicable], Number of pages, DOI.

Other information may be available if the proceedings are released as a special issue in a publisher's series.

Examples:

Gan, G, Li, B, Li, X and Wang, S (eds) 2018, 14th International Conference on Advanced Data Mining and Applications: Nanjing, China, 16–18 November 2018: Springer Nature Switzerland.

Glover, JE and Ho, SE (eds) 1990, Extended abstracts volume; Third International Archaean Symposium, 17–21 September 1990: Geoconferences (W.A.) Inc, Perth, Western Australia, 487p.

Soller, D (editor) 2005, Workshop Proceedings; Digital Mapping Techniques '05: Baton Rouge, Louisiana, 24–27 April 2005: United States Geological Survey, USGS Open-File Report 2005–1428, 268p.

Abstracts, extended abstracts and other papers in a conference volume are referenced as Contribution in... Conference Proceedings (see Book chapter, conference abstract, report appendix). That is, the proceedings volume is the parent reference for the contribution.

Examples of contributions in the above volumes

Enkhsaikhan, M, Liu, W, Holden, E-J and Duuring, P 2018, Towards geological knowledge discovery using vector-based semantic similarity, *in* 14th International Conference on Advanced Data Mining and Applications *edited by* G Gan, B Li, X Li and S Wang, Nanjing, China, 16–18 November 2018: Springer Nature Switzerland, p. 224–237.

Krapež, B, Blake, TS and Barley, ME 1990, Origin and reactivation of lineaments in the Pilbara Craton, Western Australia, *in* Extended abstracts volume *edited by* JE Glover and SE Ho: Third International Archaean Symposium, 17–21 September 1990: Geoconferences (W.A.) Inc, Perth, Western Australia, p. 23–24.

McInerney, P, Guillen, A, Courrioux, G, Calcagno, P and Lees, T 2005, Building 3D geological models directly from the data? A new approach applied to Broken Hill, Australia, *in* Workshop Proceedings *edited by* D Soller: Digital Mapping Techniques '05, Baton Rouge, Louisiana, 24–27 April 2005: United States Geological Survey, USGS Open-File Report 2005–1428, p. 119–130.

Databases

(Internet Document)

DMIRS online systems; downloadable data from external organizations

GSWA hosts a number of databases. Citation rules recommend the following:

- identify the owner of the website or online source
- determine, if possible, the currency of the website or last update of the online source
- identify the title of the page or the name of the database being cited
- note the date the page or database was viewed and a suitable URL

In many cases, it may be appropriate to point to a landing page for a database or other online data, rather than trying to give a URL for the data directly.

Department of Mines, Industry Regulation and Safety 2021, MINEDEX: mines and mineral deposits database: Department of Mines, Industry Regulation and Safety, viewed 18 May 2021, <www.dmirs.wa.gov.au/minedex>.

GSWA's Explanatory Notes System (ENS) is the portal for publishing descriptions of rock and regolith units, tectonic units, and orogenic events. Access to published ENS reports is principally via spatial layers in GeoVIEW.WA. The recommended reference format is:

Smithies, RH, Werner, M, Howard, HM and Kirkland, CL 2013, Eliza Formation (P₋Ge-xfr-sp): Geological Survey of Western Australia, WA Geology Online, Explanatory Notes extract, viewed 11 June 2015, <www.dmirs.wa.gov.au/ens>.

Extracts from the ENS database are also included on data packages, such as the Geological Information Series produced on USB. If reference is needed to a particular version of the ENS extract, it may be appropriate to reference the extract on one of these data packages. For example:

Smithies, RH, Werner, M, Howard, HM and Kirkland, CL 2013, Eliza Formation (P_-Ge-xfr-sp), Explanatory Notes extract *in* West Musgrave, 2014: Geological Survey of Western Australia, Geological Information Series, digital data package.

Data layer, online data product

(Internet Document)

Data layers, whether viewed online or downloaded from the DMIRS Data and Software Centre, are best handled in Citavi as an Internet Document reference type. This allows relevant information such as the date viewed and URL to be easily added, and distinguishes these forms of digital product from those released on physical media.

Use this reference type for:

- data layers in GeoVIEW.WA (www.dmirs.wa.gov.au/geoview)
- downloadable data from Data and Software Centre (www.dmirs.wa.gov.au/datacentre)
- geophysical grids (www.dmirs.wa.gov.au/geophysics)
- 3D geomodel products (www.dmirs.wa.gov.au/3Dgeoscience or www.dmirs.wa.gov.au/datacentre; alternatively www.dmirs.wa.gov.au/GSWApublications for the info PDF)
- WACHEM datasets (www.dmirs.wa.gov.au/geochem)
- Digital Core Atlas Series (www.dmirs.wa.gov.au/wapims)

Digital core atlases are included here because they are downloaded via links on the WAPIMS web page. Extracts from the ENS database are treated under [Databases](#).

Examples:

Brett, JW 2020, 40 m magnetic merged grid of Western Australia 2020 version 1: Geological Survey of Western Australia, data layer, <www.dmp.wa.gov.au/geophysics>.

Dent, LM, Normore, LS and Symonds, AK 2019, Senagi 1, Canning Basin: Geological Survey of Western Australia, Digital Core Atlas Series, 178p., <<https://wapims.dmp.wa.gov.au/wapims>>.

Geological Survey of Western Australia 2018, GeoChem Extract: Western Australian Geochemistry (WACHEM) database: Department of Mines, Industry Regulation and Safety, viewed 5 February 2019, <www.dmp.wa.gov.au/geochem>.

Geological Survey of Western Australia 2021, 1:100 000 State interpreted bedrock geology of Western Australia: Geological Survey of Western Australia, data layer, viewed 25 May 2021, <www.dmirs.wa.gov.au/geoview>.

Geological Survey of Western Australia 2020, 1:500 000 State interpreted bedrock geology of Western Australia, 2020: Geological Survey of Western Australia, data layer, <www.dmirs.wa.gov.au/datacentre>.

Spatial layers in GeoVIEW.WA

Many spatial data layers in GeoVIEW.WA are compilations produced and released by GSWA as an organization. In this case, GSWA is regarded as the author and a suitable reference is as follows:

Geological Survey of Western Australia 2020, 1:500 000 State interpreted bedrock geology of Western Australia, 2020: Geological Survey of Western Australia, data layer, <www.dmirs.wa.gov.au/geoview>.

However, some layers may be credited directly to individuals; for example:

- 1:2 500 000 Interpreted Bedrock Geology

Martin, DMcB, Hocking, RM, Riganti, A and Tyler, IM 2015, 1:2 500 000 geological map of Western Australia, 2015: Geological Survey of Western Australia, data layer, viewed 10 June 2020, <www.dmirs.wa.gov.au/geoview>.

The metadata statement for a data layer is supplied with each dataset downloaded and individual contributors are acknowledged in the Credit field. The wording refers to the original authors or the authors of any 'major or significant' revisions of the dataset (e.g. recompiling of the State geology).

Consult the Chief Geoscientist if there is doubt about suitable accreditation of a statewide data layer.

Where additions have been made to a dataset and are not considered significant (e.g. 1:100 000 Yilgarn regolith or 1:250 000 solid geology being added as an exception to the 1:500 000 dataset) then the reference will be changed to:

Data published by the Geological Survey of Western Australia (2003) based on Vanderhor, F and Flint, RB (2001) [or words to that effect].

For a single geological theme:

Jakica, S and de Souza Kovacs, N 2019, 1:500 000 State regolith geology of northern Western Australia: Geological Survey of Western Australia, data layer, <www.dmirs.wa.gov.au/geoview>.

USB data package

(Software)

Geological Information Series; Geological Exploration Package; GSWA Report as data package

The Citavi reference type Software is used for digital data products released on physical media — as opposed to data layers and other digital products released directly on the web or via GeoVIEW.WA, or as downloadable data from Data and Software Centre. The format of the recommended reference for the USB data package is:

Author, AB Year, Title of digital product: Geological Survey of Western Australia, digital data package.

where the authorship for most GIS and GEP products is Geological Survey of Western Australia.

Examples:

Geological Survey of Western Australia 2020, Youanmi, 2020: Geological Survey of Western Australia, Geological Information Series, data package.

Geological Survey of Western Australia 2012, Western Australian geoscientific imagery, 2012: Geological Survey of Western Australia, data product.

Haworth, JH 2010, Quality controlled seismic data of the southwest Canning Basin: Geological Survey of Western Australia, data product.

Marnham, JR and Morris, PA 2012, Regolith and ASTER maps of Western Australia: Geological Survey of Western Australia, 1:250 000 data package.

Report as data package

Witt, WK, Ford, A, Hanrahan, B and Mamuse, A 2013, Regional-scale targeting for gold in the Yilgarn Craton: Part 1 of the Yilgarn Gold Exploration Targeting Atlas: Geological Survey of Western Australia, Report 125, data package.

Compare this with the recommended reference for the PDF publication:

Witt, WK, Ford, A, Hanrahan, B and Mamuse, A 2013, Regional-scale targeting for gold in the Yilgarn Craton: Part 1 of the Yilgarn Gold Exploration Targeting Atlas: Geological Survey of Western Australia, Report 125, 130p.

Geochronology Record Series

(Report or Gray Literature)

Individual Geochronology Records, each of which provides results for a single sample, are referenced using the following generic format:

Author, AN year, Sample number: description, location; Geochronology Record XXXX: Geological Survey of Western Australia, number of pages, <URL>.

Example:

Kirkland, CL, Wingate, MTD, Smithies, RH, Howard, HM and Quentin De Gromard, R 2014, 195114: dacite, Domeyer Hill; Geochronology Record 1176: Geological Survey of Western Australia, 4p., <www.dmirswa.gov.au/geochron>.

The unique Geochronology Record number, designated by XXXX (previously dataset number, and corresponding to the GEOCHRON NO in WAROX), appears in the header block of each record, and the recommended reference appears at the end of the record.

Notes:

1. Geochronology Records are available as individual articles in the eBookshop but the preferred reference format for these is as the example above.
2. Geochronology Records were previously released as compilations on USB, DVD or CD. This has been discontinued after 2020. If necessary, older Geochronology Records may be cited from an annual compilation using the format as follows:

Author, AN year, Sample number: description, location; Geochronology Record XXXX, *in* Compilation of geochronology data, month year update: Geological Survey of Western Australia, number of pages.

Example:

Nelson, DR 1996, 112132: hornblende granite gneiss, Cape Leeuwin; Geochronology Record 54, *in* Compilation of geochronology data, March 2006 update: Geological Survey of Western Australia, 4p.

Geochronology references on Geological Series maps

Most 1:100 000 and 1:250 000 Geological Series maps quote geochronology data (isotopic dates for bedrock units) obtained either by GSWA, using the sensitive high resolution ion microprobe (SHRIMP) facilities at Curtin University and published as GSWA Geochronology Records, or from external sources published elsewhere.

However, the database of GSWA geochronology data is extensive and growing, and this means that for some maps where a large number of SHRIMP dates have been obtained, the list of GSWA geochronology references could be very long. To save space on the map margin, internally published GSWA geochronology and externally published data are referenced differently.

GSWA Geochronology Records are not referenced separately in the 'Acknowledgements and References' (bibliographic) block of the map. Instead, users are given links to GSWA geochronology data online. The following text is printed in the bibliographic block:

Geochronology from GSWA data (published and in preparation) and interpreted from external sources (listed below). Some geochronology may come from samples obtained on adjoining sheets. GSWA geochronology data are available online at <www.dmirs.wa.gov.au/geoview>.

References to external sources for geochronology are listed and follow house style, but in an abbreviated form as shown below:

External geochronology by:

1. Author, AB 2009, Northern Territory Geological Survey, Report 15, 44p.
2. Author, CD and Author, EF 2011, *Geology*, v. 35, p. 105–108.
3. Author, GH et al. 2010, *Precambrian Research*, v. 112, p. 889–912.

Interpreted geochronology by:

1. Author, JK et al. 2011, *Geoscience Australia, Record* 123, 32p.

OZCHRON (or other geochronology database)

Geochronology data from Geoscience Australia's (GA) OZCHRON database (or other similar source) should be cited in publications as follows:

Interpreter AN [or Organization or originator (e.g. Geoscience Australia)] Year of interpretation or data release, Sample ID: Geoscience Australia geochronology database (or title of similar source), viewed date month year, <www.ga.gov.au/geochron-sapub-web/geochronology/shrimp/search.htm>.

Example:

Page, RW 2001, GA Sample ID 92524896: Geoscience Australia geochronology database, July 2007 data release, <www.ga.gov.au/geochron-sapub-web/geochronology/shrimp/search.htm>.

Note: OZCHRON is no longer updated; the latest data release available is July 2007.

Journals and periodicals, including newspapers and magazines (Journal Article)

Allwood, AC, Walter, MR, Kamber, BS, Marshall, CM and Burch, IW 2006, Stromatolite reef from the Early Archaean era of Australia: *Nature*, v. 441, p. 714–719.

Gessner, K, Gallardo, LA, Markwitz, V and Thomson, SN 2013, What caused the denudation of the Menderes Massif: Review of crustal evolution, lithosphere structure, and dynamic topography in southwest Turkey: *Gondwana Research*, v. 24, no. 1, p. 243–274.

Magazine article

Thébaud, N 2014, The orogenic (and not-so-orogenic) gold deposits of the Agnew Gold Camp - Yilgarn Craton, Western Australia: *Centre for Exploration Targeting Quarterly News*, no. 30, p. 1, 4–7, <http://cet.edu.au/knowledge-base/publications/december-2014_exptar-final-email>.

Journal articles are commonly published online before they appear in print, or are published online only. In this case, the date of online publication should be given with the DOI. It is also common that journal articles published online may not have a page range. Instead, there will be an article number, usually included in the DOI. A field for article number is provided in Citavi.

Enkhsaikhan, M, Liu, W, Holden, E-J and Duuring, P 2021, Auto-labelling entities in low-resource text: a geological case study: *Knowledge and Information Systems*, published online 2021/01/15, doi:10.1007/s10115-020-01532-6.

Langford, RL, Ivanic, TJ, Arculus, RJ and Wills, KJA 2021, Ti–V magnetite stratigraphy of the Upper Zone of the Windimurra Igneous Complex, Western Australia: *Ore Geology Reviews*, v. 128, article no. 103922, 18p., doi:10.1016/j.oregeorev.2020.103922.

Maps

(Map)

1:100 000 and 1:250 000 Geological Series; Resource Potential for Land Use Planning Series; Regolith Geochemistry Series; statewide or other non-series map; plate with Record or Report

Series map

For any map designated as part of a series, the term X Y Series is capitalized (proper name). This includes all 1:100 000 and 1:250 000 Geological Series maps.

For example:

Cutten, HN, Blay, OA, Thorne, AM and Johnson, SP 2013, Jamindi, WA Sheet 2647: Geological Survey of Western Australia, 1:100 000 Geological Series.

Langford, RL 2001, Howatharra, Sheet 1840-IV: Geological Survey of Western Australia, 1:50 000 Regolith–Landform Resources Series.

Morris, PA 2002, Regolith materials, Wiluna, WA Sheet SG 59-1: Geological Survey of Western Australia, 1:250 000 Regolith Geochemistry Series.

Non-series map

Cooper, RW, Strong, CA and Abeysinghe, PB 2013, Mines — operating and under development, Western Australia — 2013 (1:3 000 000 scale): Geological Survey of Western Australia.

Cooper, RW, Abersinghe, PB, Strong, C and Irimies, F 2014, Major resource projects, Western Australia — 2014 (1:3 000 000 scale): Geological Survey of Western Australia.

Cooper, RW 2013, Iron ore deposits of the Pilbara region — 2013 (1:750 000 scale): Geological Survey of Western Australia.

Mackey, TE, Meixner, AJ and Milligan, PR 2000, Magnetic anomaly map of Western Australia (1:2 500 000 scale): Geological Survey of Western Australia.

Plate

Ivanic, T, Doublier, MP and Wyche, S 2013, Geological interpretation of the Youanmi and Southern Carnarvon seismic lines 10GA-YU1, 10GA-YU2, 10GA-YU3, and 11GA-SC1 (preliminary edition), *in* Youanmi and Southern Carnarvon seismic and magnetotelluric (MT) workshop: extended abstracts *by* S Wyche, TJ Ivanic and I Zibra: Geological Survey of Western Australia, Record 2013/6, Plate 3.

Smithies, RH and Pike, G 2005, Geology of areas within the Whim Creek greenstone belt, Pilbara Craton, Western Australia: Mons Cupri (1:10 000 scale), *in* Archean volcanic and sedimentary rocks of the Whim Creek greenstone belt, Pilbara Craton, Western Australia *by* G Pike, RAF Cas and AH Hickman: Geological Survey of Western Australia, Report 101, Plate 1.

Geophysical images (hardcopy)

Geophysical image types have initial capitalization.

Geological Survey of Western Australia 2000, Bangemall – Gascoyne region, WA Sheets SG 50-2, SG 50-8 and part sheets SF 50-14, SG 50-1, SG 50-3, SG 50-4, SG 50-5, SG 50-6, SG 50-7: Geological Survey of Western Australia, 1:500 000 Total Magnetic Intensity Image.

Geological Survey of Western Australia 2000, Stanley, WA Sheet SG 51-6: Geological Survey of Western Australia, 1:250 000 Ternary Radiometric Image.

Geological Survey of Western Australia 2000, Byro, WA Sheet SG 50-10: Geological Survey of Western Australia, 1:250 000 Bouguer Gravity Image.

Note: Explanatory notes for series geological maps constitute series publications in their own right, and are entered in Citavi as Book (or Book, Edited) with 1:100 000 or 1:250 000 Explanatory Notes, or other title, in the Series title field.

Example:

Adamides, NG 2000, Geology of the Merrie 1:100 000 sheet: Geological Survey of Western Australia, 1:100 000 Geological Series Explanatory Notes, 37p.

Open-file and other company reports

(Report or Gray Literature)

WAMEX, WAPIMS and stock exchange reports; consultant reports

Any reports accessed through WAMEX and WAPIMS must include the unique A number or S, W, G or P number, respectively, in the reference. Note that the Item number is not required.

References to company reports (hardcopy or digital) need to be specific. Reports handed to DMIRS and stored in one of DMIRS's online databases (WAMEX, WAPIMS, MINEDEX) can be confidential, and care must be taken to ensure that you are publishing information that is in the public domain. Confidential material can be cited only if the company has given permission. Where permission has been granted and a confidential report is referenced, add '(confidential, cited with permission)' at the end of the reference (see example below) because users will not be able to locate the report in open-file WAMEX. This written permission should be filed in the project folder.

For WAMEX or WAPIMS reports, the company name should be referenced as listed on the front page of the report. References to company websites should use the company name as listed on the website. Company names will not be checked for validity during the editorial process. [The Australian Securities & Investments Commission's National Names Index](#) contains a listing of Australian company names.

When quoting company names in references or in the text, it is the author's responsibility to make sure that the correct company name is listed, especially with respect to shortened forms such as 'Pty Ltd,' 'Co.,' and 'Inc.' The [Style manual \(7th edition\)](#) states that:

Some organisations use shortened forms such as 'Ltd', 'Pty Ltd', 'Co' and 'Inc' as part of their legal name. Others use the spelt-out forms. Follow the punctuation the organisation uses if they include full stops or commas. Use the organisation's full title on first mention in a publication. On subsequent mentions in print documents, you can omit words like 'proprietary' and 'limited' and the corresponding shortened forms.

When quoting estimates of mineral resources and ore reserves from MINEDEX, ensure that the original sources of the estimate(s) are also included. Remember that MINEDEX is a DMIRS database that is a compilation of estimates prepared by industry, and resource or reserve estimates should not be attributed in such a way that infers that the primary compilation was done by MINEDEX or DMIRS.

Statutory mineral exploration reports

Where the company is the author:

Omen Pty Ltd 1988, Avon Valley silica project; Status report for Tangram Pty Ltd: Geological Survey of Western Australia, Statutory mineral exploration report, A25969, unpublished [or confidential, cited with permission].

Where the author is a person, include the company name after a semicolon if it is on the title page:

Clayton, W 1984, Geological report on Prospecting Licence PL 70/19, Narrikup; Westralian Sands Limited: Geological Survey of Western Australia, Statutory mineral exploration report, A14245, unpublished.

Katchan, G and Hawke, P 2009, Surrender Report, Giant Placer Project: E80/3616, 3617, 3618 & 3619, Combined Reporting No. C 14/2008: Pegasus Metals Ltd: Geological Survey of Western Australia, Statutory mineral exploration report A80794, 14p., <www.dmirs.wa.gov.au/wamex>.

Statutory petroleum exploration reports

Where the company is the author:

Layton and Associates 1981, Well completion report EP169: Woodleigh 1981/2, south Carnarvon Basin, WA: Geological Survey of Western Australia, Statutory petroleum exploration report, S2075 A1 (unpublished).

Where the author is a person, include the company name after the title, separated by a semicolon:

Purcell, PG 1997, Livet 1 well completion report; Seafield Resources Pty Ltd: Geological Survey of Western Australia, Statutory petroleum exploration report, S4455 A2 (unpublished).

Reports to the Australian Securities Exchange (ASX) or other stock exchange

Any reports to the Australian Securities Exchange, whether in the form of announcements, electronic lodgements, special announcements, news release, and media statement or release, should be referenced as a 'Report to Australian Securities Exchange' as shown below. Reports to any other stock exchanges should be referenced similarly, with the corresponding name (see also [Website](#)):

Aquila Resources Limited 2003, December quarter activities and cashflow report 2002:
Report to Australian Securities Exchange, 31 January 2003, 11p.

Rox Resources Limited 2020, Quarterly report for the period ending 31 March 2020, Report to Australian Securities Exchange, released 30 April 2020, 21p.

Western Areas NL 2006, Recent drilling results from Flying Fox T1 and T4 deposits and feasibility study for Diggers South deposit: Report to Australian Securities Exchange, 28 April 2006, 3p.

Reports submitted to the department under Section 74 of the Mining Act

The 2006 amendment to the Mining Act, Section 74A, requires companies to submit Mineralization Reports and Company Statements when applying for a Mining Lease. These public documents are available to the public via MINEDEX and eBookshop as PDFs. If companies do not follow this route when applying for a Mining Lease, then the company must submit a full Mining Proposal (previously referred to as a Notice of Intent or NOI). This type of reference already exists in eBookshop (where scanned images exist) and MINEDEX stores information on these Mining Proposals.

These Mineralization Reports and Company Statements should be referenced as shown below, to avoid confusion with WAMEX or Australian Securities Exchange reports:

Sir Samuel Mines NL 2006, Mining Lease M37/1275: Department of Industry and Resources, Perth, Western Australia, Statutory mineralization report submitted under Section 74 of the Mining Act 1978 as amended (unpublished).

Sir Samuel Mines NL 2006, Mining Lease M37/1275: Department of Industry and Resources, Perth, Western Australia, Statutory company statement of proposed mining operations submitted under Section 74 of the Mining Act 1978 as amended (unpublished).

Personal and written communications in manuscripts

Any personal communication to be cited in GSWA publications must be written communication. It is important to obtain the permission of the person being referred to (and that this evidence is filed). The information (including the day, month and year) can be provided in running text or parenthetically.

Ms S Savieri confirmed this by email on 24 April 2021.

It has been confirmed that an outbreak occurred in Shepparton (S Savieri, 2021, written comm., 24 April).

Previous authors (Ex and Why, 2010) suggested a northerly derivation but a more recent study suggests that derivation may be from the south (M Colleague [Geoscience Australia] 2021, written comm., 16 May).

Citations to written communications are entered directly in the text; do not add these to Citavi or use the Citavi add-in for MS Word to cite these.

Spatial layers in GeoVIEW.WA

See [Data layer, online data product](#)

Series or serial publications

(Book)

See [Books or monographs](#)

SPOT, ASTER, AGO TM and SRTM images

Acknowledge the following sources when using SPOT, ASTER, AGO TM or SRTM images, respectively:

Copyright CNES 2004, SPOT imagery supplied courtesy of SPOT Imaging Services, Canberra.

These data are distributed by the Land Processes Distributed Active Archive Center (LP DAAC), located at the US Geological Survey's EROS Data Center <LPDAAC.usgs.gov>.

Copyright Commonwealth of Australia — ACRES, Geoscience Australia.

Jarvis, A, Reuter, HI, Nelson, A and Guevara, E 2006, Hole-filled SRTM for the globe Version 3, CGIAR-CSI SRTM 90m Database <srtm.csi.cgiar.org>.

Thesis or dissertation

(Thesis)

Beall, AP 2019, Gravitational instabilities beneath continents: School of Earth Sciences: University of Melbourne, Melbourne, Victoria, PhD thesis (unpublished), 165p.

Feldpausch, SA 2017, Gravity and Passive Seismic Methods Used Jointly for Understanding the Subsurface in a Glaciated Terrain: Dowling and Maple Grove Quadrangles, Barry Country, Michigan, no. 923: Western Michigan University, Michigan, USA, Master of Science thesis (unpublished), 90p.

King, MV 2014, A sheath fold model of the Scotty Creek Sequence; a 2.7 Ga gold-hosting basin (Agnew region, Yilgarn Craton, Western Australia): Monash University, Melbourne, Victoria, BSc (Hons) thesis (unpublished).

Website

(Internet Document)

The following information is required for citing a website in a reference list or as a footnote (see examples):

- author — the person or organization responsible for the site
- site date — the date the site was created or last revised
- name and place of the sponsor of the source
- date of viewing the source
- URL.

Department of Finance 2018, Department of Finance, Canberra, viewed 7 August 2018, <www.finance.gov.au>.

International Narcotics Control Board 1999, United Nations, Vienna, viewed 1 October 1999, <www.incb.org>.

Web addresses can be given directly in the text, although care is necessary to isolate them from any sentence punctuation if that punctuation can be misconstrued as part of the address. Use chevrons (<>) to do this unambiguously:

Details of publications are available from the department's website <www.dmirs.wa.gov.au/GSWApublications>.

The website <www.dmirs.wa.gov.au/GSWA> provides details of the program.

Citing a document linked to a website

A document linked to or accessed from a website can be referenced in the same way as a published document or a book. The following information is required for the reference list or footnote (see examples):

- author, editor or compiler
- date of document (the date of creation or the date of the most recent revision)
- title of document
- version number (if applicable)
- description of document (if applicable)
- name of the sponsor of the source
- date viewed
- URL (either the full location details if these are necessary to find the document or just the main site details).

Department of Mines, Industry Regulation and Safety 2020, Western Australian Mineral and Petroleum Statistics Digest: Department of Mines, Industry Regulation and Safety, viewed 18 June 2021, <www.dmp.wa.gov.au/Documents/About-Us-Careers/Stats_Digest_2019-20.pdf>.

Evans, A, Jones, D, Smalley, R and Lellyett, S 2020, An enhanced gridded rainfall analysis scheme for Australia: Bureau of Meteorology, Bureau Research Report no. 41, viewed 18 June 2021, <www.bom.gov.au/research/publications/researchreports/BRR-041.pdf>.

United States Geological Survey 2006, Mineral commodity summaries, January 2005 — cobalt: United States Geological Survey, viewed 15 May 2006, <minerals.usgs.gov/minerals/pubs/commodity/cobalt/cobalmcs06.pdf>.

Vaughan, M 2006, ConsMin awaits Titan's response: Miningnews.net, viewed 6 April 2006, <www.miningnews.net/StoryView.asp?StoryID=56802>.

As with a website, the full address of a document within a website can be provided in the text or as a hyperlink, for example:

Details are available from the Attorney-General's Department <www.law.gov.au/aghome/legal/pol/cld/aia/part_1.htm>.

Details are available from the [Attorney-General's Department](#).

Fossil names

Citation of fossil names is governed by two codes — the International Code of Botanical Nomenclature (ICBN) for plants, fungi, and some bacteria, and the International Code of Zoological Nomenclature (ICZN) for animals. Geological Survey practice follows the recommendations of those bodies. Incorrect citation attributes taxonomic work to the wrong author(s) and may reduce the scientific credibility of GSWA manuscripts, as well as upset the true authors of the taxa in question.

The correct form of citation includes both 'generic' and 'trivial' (species or subspecies) names where these are known. Generic names are capitalized; species names are not. Both generic and species names are italicized. Taxonomic names are directly followed by the name of the author (or authors) who identified the fossil and formally proposed the fossil name, with the date of publication. To distinguish this kind of citation from other, non-taxonomic, citations, do not place the author's name in parentheses and do not use commas to separate name and publication date.

Basisphaera irregularis Walter 1972; *Baicalia burra* Preiss 1972

When the taxonomic affiliation of a previously named species has been changed, both the original author and the author who changed the species name must be acknowledged. The name and date of publication of the original author are placed in parentheses with no comma, directly followed by the latter, emending, author and publication date, not in parentheses.

Acaciella australica (Howchin 1914) Walter 1972

This citation indicates that the fossil (stromatolite) was first described in 1914 by Howchin (as *Cryptozoon australicum*) and later placed in a new genus by Walter in 1972.

Placement of '?' in the fossil name determines the degree of certainty of genus or species identification.

?*Majaphyton antiquam* — the whole identification is doubtful. Usually the author anticipates that additional specimens would confirm the identification.

Briareus? *crebrus* — the genus is uncertain but the species is identifiable.

Tanarium irregulare? — the genus is identified but the species is uncertain.

With exceptions (see below), qualifiers such as '?', 'cf.', 'aff.', and 'sp' or 'spp.' are not italicized. They should be included in the fossil name because they indicate the fossil is not identical to the original species, which reduces the reliability of correlation.

If the identification is being questioned in the current publication, the qualifier should be in normal font. However, if a previous author has questioned the assignment, this can be indicated by using italics for the qualifier. For example, if citing Grey's tentative identification of the above specimen, use *Tanarium irregulare?*.

Meaning of abbreviations:

- 'cf.' ('*con forma*') means the fossil has the form of a particular taxon but is not close enough to be identified as such (Note: this use of cf. is different from the usual abbreviation, meaning compare with, used in other situations)
- 'aff.' means 'has affinities with,' but not all the key features of, another taxon
- 'sp' indicates that no definite species identification was possible, or that this is a new species requiring description
- 'spp.' means that several species are present but have not been identified.

When a third-party author is cited in connection with a taxonomic citation, care must be taken to avoid incorrectly attributing taxonomic credit to the third-party author.

The Buldya Group in this area contains the stromatolites *Basisphaera irregularis* and *Baicalia burra* (Grey, 2001). — INCORRECT

As shown, the citation gives the misleading impression that Grey (2001) erected the named species of stromatolites. A correct citation makes it clear that Grey (2001) identified the fossils previously named by other authors.

The Buldya Group in this area contains stromatolites identified by Grey (2001) as *Basisphaera irregularis* Walter 1972 and *Baicalia burra* Preiss 1972. — CORRECT

It is accepted practice to give the full citation the first time a fossil name appears in a manuscript. Thereafter, the author's name can be dropped and the genus name can be shortened by using only an initial capital letter abbreviation followed by a full stop.

Acaciella australica (Howchin 1914) Walter 1972 — first mention; subsequently becomes *A. australica*.

If many fossil names are included in a manuscript, an appendix listing the full citations in alphabetical order may be included. When doing this, the full generic name should be used for the first mention in the text and then the abbreviated citation for subsequent mentions. If an appendix is used, identify that this practice is being followed in either the Introduction or in an explanatory footnote.

A fossil assemblage is an association of fossils named after one or more characteristic fossils. It is an informal zone with time-range restrictions. The nominated species does not have to be present for the assemblage to be identified, however. For example, the *Acaciella australica* Stromatolite Assemblage — capitalized to distinguish the assemblage from the fossil name itself — contains *A. australica* and several other species. Rocks that contain *B. irregularis* belong to the *Acaciella australica* Stromatolite Assemblage, even if *A. australica* has not been recorded.

Taxonomic authors do not have to be included in the manuscript's list of references, but if they are included, it helps readers find other records.

FAQ

What happens when an agency has a name change?

When the name of an agency changes, the agency's name should be cited exactly as it appears on the title page of the source document. However, if the agency is GSWA and the citation uses the old name as Western Australian Geological Survey, it should be changed to the current name, Geological Survey of Western Australia.

How do I cite edition numbers?

Do not use superscript when using numbers for editions — write '2nd,' '3rd,' or '4th.' Please note that MS Word may automatically superscript these, so you will have to go back and undo this or change the formatting.

What if a book was published several times with different dates?

Use the publication date of the book you used, because your edition may contain information which is different from another edition. If a book has been reprinted several times, use the date given in the copyright information. Reprinting does not mean the book has changed; reprinting a book is not the same as publishing it in a new edition.

What is the difference between a reference list and a bibliography?

A reference list includes only those sources which are referred to in the text. Citations in the text and references in the reference list must match. A bibliography gives extra sources which the reader may find helpful. Some authors use the terms 'reference list' and 'bibliography' interchangeably, so check which they mean.

For more information, contact publications@dmirs.wa.gov.au.