If you are using WORD to write your assignment you can insert AGLC footnotes by:

Placing the cursor at the end of the text you want to reference i.e.

As referred to in the Masters v Cameron case

Click REFERENCES on the top menu

Click INSERT FOOTNOTE to insert a numbered footnote.

You will now have a footnote number next to your text and a number at the bottom of the page.

As referred to in the Masters v Cameron

Add your case, legislation, book or article reference at the bottom of the page.

Remember you need to put it in the correct AGLC format and will need to refer to the AGLC guide.

1 Masters v Cameron (1954) CLR 353.
2 Conveyancing Act 1919 (NSW) s 54A.

The first time you reference a case, legislation or another source, write the citation in full as follows:


‘Ibid’ should be used for a source being cited again, immediately after the first reference.

2. Ibid

‘Above n’ should be used where a source has already been cited but not in the immediately preceding footnote as follows:

27 Seddon and Ellinghaus, above n 22, 29.

The rule to follow is Author’s Surname, Title (shortened if necessary), above n FIRST FOOTNOTE NUMBER referring to citation i.e. 22, Pinpoint or page reference.

Note this does not apply to cases and legislation. You need to use a short version form for cases and legislation – please refer to the AGLC style guide.