

# APA Citation

*American Psychological Association*



# Sections of Paper

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- Title Page
- Abstract
- Main Body
- References

# General APA Guidelines

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- Essay Layout
  - ▣ Typed
  - ▣ Double-spaced
  - ▣ 1” margins (on all sides)
  - ▣ 12 point type (recommended by APA)
  - ▣ Times New Roman (font—recommended by APA)

# Headers

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- Headers on ALL pages
- TITLE (in all caps) flush left
- Page # flush right

# Title Page

- Title page includes header:
  - ▣ Running Head: TITLE
  - ▣ Flush Left
  - ▣ Page # flush right
- Title Centered on page (upper/lower case)
  - ▣ Not italicized or underlined
  - ▣ Author's name centered under title
  - ▣ Institution's name (Victor J. Andrew High School) under author's name

# Title Page Example

Running head: TITLE OF YOUR PAPER

1

The Title of Your Paper

Your Name

School Affiliation

# Abstract Page

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- Follows title page
- Provides summary of paper
- 150—250 words
- Includes some main points of paper
- Acronyms and abbreviations used should be explained
- “Abstract” appears under Running Head, centered, 12 point
- Do not indent 1<sup>st</sup> paragraph

# Abstract Page Example

PURDUE ONLINE WRITING LAB SAMPLE TITLE PAGE

2

## Abstract

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec non pretium ante. Phasellus tincidunt tristique est vitae tempor. Curabitur eros orci, accumsan vel porttitor vel, dignissim ac sem. Class aptent taciti sociosqu ad litora torquent per conubia nostra, per inceptos himenaeos. Vivamus sagittis mauris eget augue bibendum iaculis. Maecenas rutrum, diam non condimentum convallis, arcu dolor suscipit justo, ultrices tincidunt enim turpis vel felis. Nullam fringilla fermentum orci, at euismod nibh blandit faucibus. Nam ultricies adipiscing orci vitae adipiscing. Cras pretium ipsum vitae orci tincidunt dapibus et nec diam. Nullam in tellus vel turpis sagittis posuere. Nam pellentesque laoreet magna sit amet adipiscing. Pellentesque ante arcu, porta eget dignissim ut, rhoncus eget est. Sed euismod, quam eu viverra pretium, magna velit dignissim lectus, sed dictum nisi mauris a arcu. Curabitur sit amet est aliquet turpis interdum ornare. In placerat vestibulum commodo. Nulla vitae arcu risus. Duis vel urna ut dolor pulvinar placerat. Aliquam sagittis pulvinar ultricies.

*Keywords:* lorem ipsum, nulla vitae



# Main Body Example

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<http://supp.apa.org/style/PM6E-Corrected-Sample-Papers.pdf>

# Internal Citation—*APA Basics*

- Follow the author-date method of in-text citation.
- Author's last name and the year of publication for the source should appear in the text.
  - Example, **(Jones, 1998)**
  - A complete reference should appear in the reference list at the end of the paper.

## **NOTE:**

- If **NOT** directly quoting material, or making reference to an entire book, article or other work, only reference the author and year of publication and not the page number in your in-text reference.
- All sources that are cited in the text must appear in the reference list at the end of the paper.

# Internal Citation—*APA Basics*

- **In-Text Citation Capitalization, Quotes, and Italics/Underlining**
- Always **capitalize proper nouns**, including author names and initials: **D. Jones**.
- In your paper, **capitalize all words that are four letters long or greater within the title of a source**: *Permanence and Change*. Exceptions apply to short words that are verbs, nouns, pronouns, adjectives, and adverbs: *Writing New Media*, *There Is Nothing Left to Lose*.
- **(Note: in your References list, only the first word of a title will be capitalized: Writing new media.)**
- When **capitalizing titles**, capitalize both words in a hyphenated compound word: *Natural-Born Cyborgs*.
- **Capitalize** the first word after a dash or colon: "Defining Film Rhetoric: The Case of Hitchcock's *Vertigo*."
- **Italicize or underline** the titles of longer works such as books, edited collections, movies, television series, documentaries, or albums: *The Closing of the American Mind*; *The Wizard of Oz*; *Friends*.
- Put **quotation marks** around the titles of shorter works such as journal articles, articles from edited collections, television series episodes, and song titles: "Multimedia Narration: Constructing Possible Worlds"; "The One Where Chandler Can't Cry."

# Internal Citation—*Short Quotations*

- Include author, year of publication, and page number (preceded by "p.>").
- Introduce quotation with a signal phrase that includes author's last name, then the date of publication in parentheses.
  - ▣ According to Jones (1998), "Students often had difficulty using APA style, especially when it was their first time" (p. 199).

Jones (1998) found "students often had difficulty using APA style" (p. 199); what implications does this have for teachers?

- If author's not named in signal phrase, place author's last name, year of publication, and page number in parentheses after quotation.
  - ▣ She stated, "Students often had difficulty using APA style" (Jones, 1998, p. 199), but she did not offer an explanation as to why.

# Internal Citation—*Long Quotations*

- Place direct quotations longer than 40 words in a free-standing block of typewritten lines, and omit quotation marks. Start the quotation on a new line, indented 1/2 inch from the left margin, i.e., in the same place you would begin a new paragraph. Type the entire quotation on the new margin, and indent the first line of any subsequent paragraph within the quotation 1/2 inch from the new margin. Maintain double-spacing throughout. The parenthetical citation should come after the closing punctuation mark.
- Jones's (1998) study found the following:  
Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or to ask their teacher for help. (p. 199)

# Internal Citation—*Paraphrase*

- **Summary or Paraphrase**
- If you are paraphrasing an idea from another work, you only have to make reference to the author and year of publication in your in-text reference, but APA guidelines encourage you to also provide the page number (although it is not required.)
- According to Jones (1998), APA style is a difficult citation format for first-time learners.
- APA style is a difficult citation format for first-time learners (Jones, 1998, p. 199).

# Internal Citation—*Examples*

**A Work by Two Authors:** Name both authors in the signal phrase or in the parentheses each time you cite the work. Use the word "and" between the authors' names within the text and use the ampersand (&) in the parentheses.

Research by Wegener and Petty (1994)  
supports...  
(Wegener & Petty, 1994)

# Internal Citation—*Examples*

**A Work by Three to Five Authors:** List all the authors in the signal phrase or in parentheses the first time you cite the source.

(Kernis, Cornell, Sun, Berry, & Harlow, 1993)

In subsequent citations, only use the first author's last name followed by "et al." in the signal phrase or in parentheses.

(Kernis et al., 1993)



# Internal Citation—*Examples*

**Six or More Authors:** Use the first author's name followed by et al. in the signal phrase or in parentheses.

Harris et al. (2001)  
argued...  
(Harris et al., 2001)

# Internal Citation—*Examples*

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**Unknown Author:** If the work does not have an author, cite the source by its title in the signal phrase or use the first word or two in the parentheses. Titles of books and reports are italicized or underlined; titles of articles, chapters, and web pages are in quotation marks.

A similar study was done of students learning to format research papers ("Using APA," 2001).

# Internal Citation—*Examples*

**Organization as an Author:** If the author is an organization or a government agency, mention the organization in the signal phrase or in the parenthetical citation the first time you cite the source.

*According to the American Psychological Association (2000),...*

If the organization has a well-known abbreviation, include the abbreviation in brackets the first time the source is cited and then use only the abbreviation in later citations.

*First citation: (Mothers Against Drunk Driving [MADD], 2000)*

*Second citation: (MADD, 2000)*

# Internal Citation—*Examples*

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## ***Electronic Sources***

If possible, cite an electronic document the same as any other document by using the author-date style.

Kenneth (2000) explained...

# Internal Citation—*Examples*

## ***Electronic Sources***

**Unknown Author and Unknown Date:** If no author or date is given, use the title in your signal phrase or the first word or two of the title in the parentheses and use the abbreviation "n.d." (for "no date").

Another study of students and research decisions discovered that students succeeded with tutoring ("Tutoring and APA," n.d.).

# Internal Citation—*Examples*

## **Sources Without Page Numbers**

When an electronic source lacks page numbers, you should try to include information that will help readers find the passage being cited. When an electronic document has numbered paragraphs, use the abbreviation "para." followed by the paragraph number

(Hall, 2001, para. 5).

If the paragraphs are not numbered and the document includes headings, provide the appropriate heading and specify the paragraph under that heading. Note that in some electronic sources, like Web pages, people can use the Find function in their browser to locate any passages you cite.

According to Smith (1997), ... (Mind over Matter section, para. 6).

# Reference List—*Basic Rules*

- All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin. This is called hanging indentation.
- Authors' names are inverted (last name first); give the last name and initials for all authors of a particular work for up to and including seven authors. If the work has more than seven authors, list the first six authors and then use ellipses after the sixth author's name. After the ellipses, list the last author's name of the work.
- Reference list entries should be alphabetized by the last name of the first author of each work.

# Reference List—*Basic Rules*

- If you have more than one article by the same author, single-author references or multiple-author references with the exact same authors in the exact same order are listed in order by the year of publication, starting with the earliest.
- Capitalize all major words in journal titles.
- When referring to books, chapters, articles, or Web pages, capitalize only the first letter of the first word of a title and subtitle, the first word after a colon or a dash in the title, and proper nouns. Do not capitalize the first letter of the second word in a hyphenated compound word.
- Italicize titles of longer works such as books and journals.
- Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.



# Reference List—*Single Author*

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- **Single Author**
- Last name first, followed by author initials.
- Berndt, T. J. (2002). Friendship quality and social development. *Current Directions in Psychological Science*, 11, 7-10.

# Reference List—2 Authors

- List by their last names and initials. Use the ampersand instead of "and."
- Wegener, D. T., & Petty, R. E. (1994). Mood management across affective states: The hedonic contingency hypothesis. *Journal of Personality & Social Psychology*, 66, 1034-1048.

# Reference List—*Multiple Authors*

## □ **Three to Seven Authors**

- List by last names and initials; commas separate author names, while the last author name is preceded again by ampersand.
- Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., Harlow, T., & Bach, J. S. (1993). There's more to self-esteem than whether it is high or low: The importance of stability of self-esteem. *Journal of Personality and Social Psychology*, *65*, 1190-1204.

## □ **More Than Seven Authors**

- Miller, F. H., Choi, M. J., Angeli, L. L., Harland, A. A., Stamos, J. A., Thomas, S. T., . . . Rubin, L. H. (2009). Web site usability for the blind and low-vision user. *Technical Communication*, *57*, 323-335.

# Reference List—*Organization or Unknow Author*

- **Organization as Author**
- *American Psychological Association. (2003).*
- **Unknown Author**
- *Merriam-Webster's collegiate dictionary (10th ed.).(1993). Springfield, MA: Merriam-Webster.*

# Reference List—*Multiple Entries by Same Author*

- **Two or More Works by the Same Author**
- Use the author's name for all entries and list the entries by the year (earliest comes first).
- Berndt, T. J. (1981).
- Berndt, T. J. (1999).

# Reference List—*Journals*

- **Basic Form**
- APA style dictates that authors are named last name followed by initials; publication year goes between parentheses, followed by a period. The title of the article is in sentence-case, meaning only the first word and proper nouns in the title are capitalized. The periodical title is run in title case, and is followed by the volume number which, with the title, is also italicized or underlined.
- Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical, volume number*(issue number), pages.

# Reference List—*Journals*

- **Article in Journal Paginated by Volume**
- Journals that are paginated by volume begin with page one in issue one, and continue numbering issue two where issue one ended, etc.
- Harlow, H. F. (1983). Fundamentals for preparing psychology journal articles. *Journal of Comparative and Physiological Psychology*, 55, 893-896.
- **Article in Journal Paginated by Issue**
- Journals paginated by issue begin with page one every issue; therefore, the issue number gets indicated in parentheses after the volume. The parentheses and issue number are not italicized or underlined.
- Scruton, R. (1996). The eclipse of listening. *The New Criterion*, 15(30), 5-13.

# Reference List—*Magazines and Newspapers*

- **Article in a Magazine**
- Henry, W. A., III. (1990, April 9). Making the grade in today's schools. *Time*, 135, 28-31.
- **Article in a Newspaper**
- Unlike other periodicals, p. or pp. precedes page numbers for a newspaper reference in APA style. Single pages take p., e.g., p. B2; multiple pages take pp., e.g., pp. B2, B4 or pp. C1, C3-C4.
- Schultz, S. (2005, December 28). Calls made to strengthen state energy policies. *The Country Today*, pp. 1A, 2A.



# Reference List—*Books*

- **Basic Format for Books**
- Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle.* Location: Publisher.
- **Note:** For "Location," you should always list the city and the state using the two letter postal abbreviation without periods (New York, NY).
- Calfee, R. C., & Valencia, R. R. (1991). *APA guide to preparing manuscripts for journal publication.* Washington, DC: American Psychological Association.

# Reference List—*Books, Edited Books*

- **Edited Book, No Author**

- Duncan, G. J., & Brooks-Gunn, J. (Eds.). (1997). *Consequences of growing up poor*. New York, NY: Russell Sage Foundation.

- **Edited Book with an Author or Authors**

- Plath, S. (2000). *The unabridged journals*. K.V. Kukil, (Ed.). New York, NY: Anchor.

# Reference List—*Books,* *Multivolume*

- **Multivolume Work**
- Wiener, P. (Ed.). (1973). *Dictionary of the history of ideas* (Vols. 1-4). New York, NY: Scribner's.

# Reference List—*Books,* *Encyclopedia*

- **An Entry in an Encyclopedia**
- Bergmann, P. G. (1993). Relativity. In *The new encyclopedia britannica* (Vol. 26, pp. 501-508). Chicago, IL: Encyclopedia Britannica.

# Reference List—*Online Periodical*

- **Article From an Online Periodical**
- Online articles follow the same guidelines for printed articles. Include all information the online host makes available, including an issue number in parentheses.
- Author, A. A., & Author, B. B. (Date of publication). Title of article. *Title of Online Periodical, volume number*(issue number if available). Retrieved from <http://www.someaddress.com/full/url/>
- Bernstein, M. (2002). 10 tips on writing the living Web. *A list apart: For people who make websites, 149*. Retrieved from <http://www.alistapart.com/articles/writeliving>

# Reference List—*Online Periodical*

- **Article From an Online Periodical with no DOI (Digital Object Identifier) Assigned**
- Online scholarly journal articles without a DOI require the URL of the journal home page. Remember that one goal of citations is to provide your readers with enough information to find the article; providing the journal home page aids readers in this process.
- Author, A. A., & Author, B. B. (Date of publication). Title of article. *Title of Journal, volume number*. Retrieved from <http://www.journalhomepage.com/full/url/>
- Kenneth, I. A. (2000). A Buddhist response to the nature of human rights. *Journal of Buddhist Ethics, 8*. Retrieved from <http://www.cac.psu.edu/jbe/twocont.html>

# Reference List—*Database*

- **Article From a Database**
- **Please note:** APA states that including database information in citations is not necessary because databases change over time (p. 192). However, the OWL still includes information about databases for those users who need database information.
- When referencing a print article obtained from an online database (such as a database in the library), provide appropriate print citation information (formatted just like a "normal" print citation would be for that type of work).
- Smyth, A. M., Parker, A. L., & Pease, D. L. (2002). A study of enjoyment of peas. *Journal of Abnormal Eating*, 8(3), 120-125.

# Reference List—*Online Newspaper*

## □ **Newspaper Article**

- Author, A. A. (Year, Month Day). Title of article. *Title of Newspaper*. Retrieved from <http://www.someaddress.com/full/url/>
- Parker-Pope, T. (2008, May 6). Psychiatry handbook linked to drug industry. *The New York Times*. Retrieved from <http://www.nytimes.com>



# Reference List—*Online*

## *Encyclopedias & Dictionaries*

- Often encyclopedias and dictionaries do not provide bylines (authors' names). When no byline is present, move the entry name to the front of the citation. Provide publication dates if present or specify (n.d.) if no date is present in the entry.
- **Feminism. (n.d.). In *Encyclopædia Britannica online*. Retrieved from <http://www.britannica.com/EBchecked/topic/724633/feminism>**

# Reference List—*Web Page*

- **Non-periodical Web Document, Web Page, or Report**
- List as much of the following information as possible (you sometimes have to hunt around to find the information; don't be lazy. If there is a page like <http://www.somesite.com/somepage.htm>, and [somepage.htm](http://www.somesite.com/somepage.htm) doesn't have the information you're looking for, move up the URL to <http://www.somesite.com/>):
- Author, A. A., & Author, B. B. (Date of publication). Title of document. Retrieved from <http://Web address>
- Angeli, E., Wagner, J., Lawrick, E., Moore, K., Anderson, M., Soderland, L., & Brizee, A. (2010, May 5). General format. Retrieved from <http://owl.english.purdue.edu/owl/resource/560/01/>

# Reference List

## VARYING DEFINITIONS OF ONLINE COMMUNICATION

8

### References

Cummings, J. N., Butler, B., & Kraut, R. (2002). The quality of online social relationships. *Communications of the ACM*, 45(7), 103-108.

Hu, Y., Wood, J. F., Smith, V., & Westbrook, N. (2004). Friendships through IM: Examining the relationship between instant messaging and intimacy. *Journal of Computer-Mediated Communication*, 10(1), 38-48.

Tidwell, L. C., & Walther, J. B. (2002). Computer-mediated communication effects on disclosure, impressions, and interpersonal evaluations: Getting to know one another a bit at a time. *Human Communication Research*, 28(3), 317-348.

Underwood, H., & Findlay, B. (2004). Internet relationships and their impact on primary relationships. *Behaviour Change*, 21(2), 127-140.

Start the reference list on a new page, center the title "References," and alphabetize the entries. Do not underline or italicize the title. Double-space all entries. Every source mentioned in the paper should have an entry.

# APA Sample Paper

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<http://my.ilstu.edu/~jkhahn/APAsample.pdf>

# APA Sample Paper

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[http://bcs.bedfordstmartins.com/resdoc5e/RES5e\\_ch09\\_s1-0009.html](http://bcs.bedfordstmartins.com/resdoc5e/RES5e_ch09_s1-0009.html)

# References

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The following web sites were used for the compilation of this PowerPoint:

Purdue Owl: Purdue Online Writing Lab, Purdue University

<http://owl.english.purdue.edu/owl/resource/560/01/>

American Psychological Association: APA Style

<http://www.apastyle.org/>

<http://my.ilstu.edu/~jkhahn/APAsample.pdf>

[http://bcs.bedfordstmartins.com/resdoc5e/RES5e\\_ch09\\_s1-0009.html](http://bcs.bedfordstmartins.com/resdoc5e/RES5e_ch09_s1-0009.html)