APA Citation Style

What is APA?
✓ American Psychological Association
✓ A method of citing references
  • Parenthetical citations in text
  • References page

Quotes vs. Paraphrases
✓ APA prefers the use of paraphrases to quotations; however, if a quotation is necessary, then there are two variations to consider.
✓ Short Quotations
  • Shorter than 40 words
  • Formatted: As stated by Johnson (2010), “quote goes here” (p. 93).
✓ Block Quotations
  • 40 words or more
  • Formatted: Must list author’s name prior to quote with year for context. Page number goes after the period.
    • As stated by Johnson (2010): (indented ½ inch) Quote goes here. The entire quote is indented to show that it is all the same quote. (p. 97)
✓ Never drop a quote in by itself. Always introduce it in some way, either using a Running Acknowledgment or another means.
✓ If you use a quote that begins a sentence, lower case the first letter so it flows with your own writing
  • Johnson (2010) eagerly anticipated that “nonetheless, The Hunger Games will be a great film” (p. 97).

Parenthetical Citations

I. Basic Information
✓ Parenthetical citations can take two forms: Reference in Text or No Reference in Text
✓ Reference in Text is called a “Running Acknowledgment.”
  • The author’s(s’) name(s) appears in the sentence, not inside the parentheses.
  • When this occurs, always place the year with the author(s) name(s).
✓ No Reference in Text means all information goes in the parentheses.
✓ Basic structure always includes: Author(s) Last Name(s), Year of Publication, and Page Number(s) (if applicable).

II. Authors
✓ One or Two Authors
  • When a work has One Author
    • Reference in Text
      • Author (Year) …
      • Rowling (2005) argues for the development of new curricula.
    • No Reference in Text
      • … (Author, Year).
      • The development of new curricula has been argued before (Rowling, 2005).
When a work has Two Authors

- Reference in Text
  - Author and Author (Year) …
- No Reference in Text
  - … (Author & Author, Year).
  - The development of new curricula has been argued before (Rowling & Cramer, 2005).

Three to Five Authors

- Always cite all the authors the first time the text is used. Thereafter, use the first author’s last name followed by “et al.”
- First Mention
  - Reference in Text
    - Author, Author, and Author (Year) …
  - No Reference in Text
    - … (Author, Author, & Author, Year).
    - The development of new curricula has been argued before (Rowling, Dowling, Benis, George, & Cramer, 2005).
- Subsequent Mentions
  - Reference in Text
    - Author et al. (Year) …
    - Rowling et al. (2005) argue for the development of new curricula.
  - No Reference in Text
    - … (Author et al., Year).
    - The development of new curricula has been argued before (Rowling et al., 2005).

Six or More Authors

- Always use “et al.” after the first author’s last name.
- Reference in Text
  - Author et al. (Year) …
  - Jones et al. (2008) …
- No Reference in Text
  - … (Author et al., Year).
  - … (Jones et al., 2008).

III. Miscellaneous

- Works Without an Author
  - When a work is listed as Anonymous (such as in legal documents or some web sources), cite the word “Anonymous” at the beginning of the citation.
    - (Anonymous, Year, p. #)
    - Statistics show a higher incidence of criminal activity during the summer months (Anonymous, 2007, p 87).
  - When there is no author listed for a source, cite the title and the year of publication.
    - Italicize the title of a book.
      - (Title of Book, Year)
      - Statistics show a higher incidence of criminal activity during summer months (New Yorker, 2007).

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1 NOTE: “and” is always used outside of parentheses. “&” is always used inside parentheses.
2 “et al.” is a Latin phrase meaning “and all the rest” – it signifies there are more authors than are listed, but allows you to not have to list them every time. It’s a great tool!
3 NOTE: Only use “Anonymous” if the source actually lists “Anonymous” as the author. If there is no author listed, see next section for how to format those citations.
Use double quotation marks around the title of an article or chapter

- (“Article/Chapter Title,” Year)
- Statistics show a higher incidence of criminal activity during summer months (“Study Results,” 2007).

Groups as Authors

- Corporations, associations, government agencies, research groups, etc. are usually listed each time they are used in text, unless an abbreviation makes the group easily recognizable.
- If the name is not easily recognizable by an abbreviation, such as the University of Iowa, the group must be spelled out each time it is mentioned.

Reference in Text

- First Mention
  - Full Name (Abbreviation, Year) …
  - The National Institute of Mental Health (NIMH, 2002) reported that …
- Subsequent Mentions
  - Abbreviation (Year) …
  - The NIMH (2002) reported that …

No Reference in Text

- First Mention
  - … (Full Name [Abbreviation], Year).
  - … (The National Institute of Mental Health [NIMH], 2002).
- Subsequent Mentions
  - … (Abbreviation, Year).
  - … (NIMH, 2002).

Classical Works

- When using classical works such as the Greeks, Romans, or the Bible, a reference entry is not required. You must only identify the version and lines used.
  - 1 Cor. 13:1 (Revised Standard Edition)
- When using very old works where the date is not applicable, list the year of the translation you used.
  - Reference in text
    - Aristotle (trans. 1922) argued …
  - No Reference in Text
    - The ethos, pathos, and logos … (Aristotle, trans. 1922).

- If a text does not have a date, cite the author’s name followed by “n.d.”
  - Reference in text (n.d.)
    - Julius Caesar (n.d.) argued …
  - No Reference in Text
    - The Trojan horse … (Caesar, n.d.).

Reference List

I. Basic Information

- Used to indicate where information presented in the essay can be retrieved.
- Only include texts cited in the essay.
- Listed alphabetically by author or title.
- Reference list begins a new page, with “References” centered at top of page.
- The first line of an entry is at the left margin, and subsequent lines are indented ½”. This is called a hanging indent, and should look like this. ¹

¹ A hanging indent can easily be achieved by first writing out your citations without any formatting. Then, highlight all your citations, and hit “Control+T” on your keyboard. Word will automatically create a hanging indent for you!
Citations should be double-spaced.

**Author’s Names**
- Use last names, first initials with all authors’ names in reverse order, regardless of quantity.
  - One Author:
    - Last name, initial(s).
    - Mills, S. R.
  - Two Authors:
    - Last name, initial(s), & Last name, initial(s).
    - Mills, S. R., & Griggs, B. W.
  - Three to Seven Authors:
    - Last name, initial(s), Last name, initial(s), & Last name, initial(s).
    - Mills, S. R., Griggs, B. W., & Holland, R. H.
  - More than Seven Authors:
    - List the first seven authors’ names, write out “…” and then list the last author’s name.

**Special Treatment of Titles**
- Capitalization
  - Titles are capitalized differently in APA Reference pages.
    - For Journal Articles, Book Chapters, Books, and any other “main” titles:
      - First word of Title and Subtitle, and Proper nouns are capitalized
      - All other words are lowercased.
    - For Journal, Magazines, Newspapers, and any other “secondary” titles:
      - All words except articles, prepositions, and coordinating conjunctions are capitalized
- Treatment
  - Use no special treatment for titles of shorter works
    - This includes poems, short stories, essays, articles, TV episodes, short films, etc.
  - Italicize titles of longer works
    - This includes journals, books, plays, TV series, films, etc.

Don’t abbreviate the names of months, ever.

II. Common Print Sources

**NOTE: Place of Publication**
- Give the city for U.S. publishers and add the state abbreviations for all U.S. cities
  - City, State: Name of Press.
- Drop Co., Inc., or Publishers, but retain Books or Press

**Books**
- Basic Citation
  - Last name, initial(s). (year). Title. City, State: Press.
- Edition Other than the First
  - Last name, initial(s). (Year). Title (# ed.). City, State: Press.
- Article or Chapter in an Edited Book

**Same Author, Multiple Citations**
- Arrange references chronologically, earlier date of publication listed first

**No Author**
- Title (year). City of publication: press.

**Journal Articles**
- One Author
  - Last name, initial(s). (Year). Title of article. *Title of Publication, Volume*(*Issue*), Pages.
- Two to Eight Authors
  - Last name, initial(s), Last name, initial(s), Last name, initial(s), & Last name, initial(s). (Year). Title of article. *Title of Publication, Volume*(*Issue*), Pages.

**Newspaper and Magazine Articles**
- Newspaper:
  - The page number gets “p.” if a single page or “pp.” if multiple pages.
    - Last name, initial(s). (Year, Month Day). Title of article. *Title of Newspaper, page number(s)*.
- Magazine:
  - The volume and issue number are inserted after the magazine title, formatted: *Volume*(*Issue*).
    - Last name, initial(s). (Year, Month Day). Title of article. *Title of Magazine, Volume*(*Issue*), page number(s).

**III. Electronic Sources**
- **NOTE: DOI Number**
  - A DOI is a unique alphanumeric string assigned to identify content and provide a persistent link to its location on the Internet.
  - The DOI may be hidden; viewing the original copy of the article (.pdf form) is best to find it.
  - When a DOI is used, no further retrieval information is needed to identify or locate the content.
  - Use this format for the DOI in references: doi: xx.xxx/xx-xx.xx.x.xxx

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5 **NOTE:** When you list the pages of the chapter or essay in parentheses after the book title, use "pp." before the numbers: (pp. 1-21). This abbreviation, however, does not appear before the page numbers in periodical references, except for newspapers.
**Journal Article**
- With a DOI
  - Last name, initial(s). (Year). Title of article. *Title of Publication, Volume*(Issue), Page Numbers. doi: xx.xxx/xxx-xx.xx.x.xxx
- Without a DOI
  - List either a permanent link to the article, or the Database through which you found it:
  - Last name, initial(s). (Year). Title of article. *Title of Publication, Volume*(Issue), Page Numbers. Retrieved from LINK/DATABASE.

**Online Newspaper/Magazine Article**
- Last name, initial(s). (Year, Month Day). Title of article. *Title of publication*. Retrieved from http://www.webaddress.com

**Websites**
- Dates on web pages can be one of two things: Date Posted or Date Last Updated.
- If the author of a page is hard to discern, and it comes from an organization’s website, use their name as the “Author.”

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6 When including a link, do not place a period after it. This is not a style issue, but a retrieval issue, as it results in a broken link.
Sample Reference Page

References


