

Townsend Library
New Mexico State University, Alamogordo

APA Citation/Documentation Style

APA (American Psychological Association) format is a referencing system for research papers. It is used extensively for research written in the social science fields. Proper use of APA style provides researchers with information about the sources of the material used within a document. It helps readers to accept the author's credibility since it enables readers to check on the reliability and accurate usage of sources. It also, perhaps most importantly, protects writers from the charge of plagiarism, of using source material from other writers without adequate and appropriate credit. Plagiarism, whether purposeful or accidental, is the theft of intellectual property. As such, it is a very serious charge, both academically and legally.

The authority for APA format is the *Publication Manual of the American Psychological Association*, currently in the 5th edition. Check it for additional information.

Definitions

Reference List: The reference list at the end of an article or research paper lists the works that specifically support that particular article or research paper. Contrast with "bibliography".

Bibliography: A bibliography cites works for background or for further reading and may include descriptive notes (annotations). Contrast with "reference list".

Text Citation: The reference to a source that appears in an article or research paper after the material used from that source. It must refer to an item included in the reference list.

Reference List Format

Spacing: The reference list should be double-spaced. No extra spaces should be placed between entries.

Indentation: All entries should be in hanging indention format (first line of the entry at the margin, all others at the first tab).

Numbering: APA format uses arabic numerals instead of roman numerals. The one exception is if a roman numeral is a part of a title.

Author's names: Authors' names in each entry should be inverted: last name, first and middle initials. If there is more than one author, use an ampersand (&) before the last author listed.

Titles: Titles of books and journals should be italicized. Titles of articles and chapters should be in plain text with a period at the end (no other punctuation). Only the first word of a title and any proper names used in a title should be capitalized.

Title of Reference List: The first page of the reference list should be titled: References (plain text, no punctuation, centered at the top of the page).

Order of entries: The reference list entries must be arranged in alphabetical order by the first word in the entry (usually the last name of the first author listed for each entry).

Because a reference list includes only references that document the article and provide recoverable data, do not include personal communication, such as letter, memoranda, and informal electronic communication. Instead, cite personal communications only in text.

Reference List – APA Citation Examples

Below is a list of examples of Reference List entries. Note that these entries, for the sake of space, are not double-spaced. **Always double-space the entries in your own Reference List.** The information in brackets after each entry details the format used.

Book, Single Author

Bernstein, T. M. (1965). *The careful writer: A modern guide to English usage* (2nd ed.). New York: Atheneum.

[Author's last name, first and middle initials. (year of publication). *Full title of book*. (edition). Place of publication: Publisher.]

Edited Book

Letheridge, S., & Cannon, C. R. (Eds.). (1980). *Bilingual Education: Teaching English as a second language*. New York: Praeger.

[First editor's last name, first initial, & second editor's last name, first and middle initials. (editors). (year of publication). *Full title of book*. Place of publication: Publisher.]

Article or Chapter in an Edited Book

Hartley, J. T., Harker, J. O., & Walsh, D. A. (1980). Contemporary issues and new directions in adult development of learning and memory. In L.W. Poon (Ed.), *Aging in the 1980s: Psychological issues* (pp. 239-252). Washington, DC: American Psychological Association.

[First article/chapter author's last name, first and middle initials, second article/chapter author's last name, first and middle initials, & third article/chapter author's last name, first and middle initials. (year of publication). Title of article/chapter. In initials and last name of book editor (Editor), *Full title of book* (pp. page numbers of article/chapter). Place of publication: Publisher.]

Book Review

Carmody, T.P. (1982). A new look at medicine from the social perspective [Review of the book *Social contexts of health, illness and patient care*]. *Contemporary Psychology*, 27, 208-209.

[author's last name, first and middle initials. (year of publication). Title of review. [review of the book *full title of the book*]. *Title of Journal*, volume number, page numbers.]

Corporate Author

National Institute of Mental Health. (1982). *Television and behavior: Ten years of scientific progress and implications for the eighties* (DHHS Publications No. ADM 82-1195). Washington, DC: U.S. Government Printing Office.

[Corporate author's name. (year of publication). *Full title of book*. (special designation/publications number). Place of publication: Publisher.]

Journal Article (two authors)

Spetch, M. L., & Wilkie, D. M. (1983). Subjective shortening: A model of pigeons' memory for event duration. *Journal of Experimental Psychology: Animal Behavior Processes*, 9, 14-30.

[First author's last name, first and middle initials, & second author's last name, first and middle initials. (year of publication). Full title of article. *Title of journal*, volume number, page numbers.]

Anonymous Journal Article

In the line of fire. (1999, August 23). *Newsweek*, 134, 20+.

[Title of article. (year of publication, month and day of publication). *Title of magazine or journal*, volume number, page numbers [if not consecutive, use a plus sign after the first page number.]

SUBSCRIPTION ONLINE DATABASES

CQ Researcher Article

Medical marijuana: Background. (1999). CQ Researcher, 20 August 1999. Retrieved August 16, 1999 from the World Wide Web: <http://libraryip.cq.com/>

[Title of article. (year of CQ publication). CQ Researcher, day month year. Retrieved date of retrieval from the World Wide Web: <http://libraryip.cq.com/>]

ProQuest Article

Teachman, J. (1997). Gender of siblings, cognitive achievement, and academic performance: Familial and nonfamilial influences on children. *Journal of Marriage and the Family*, 59(2), 363-374. Retrieved January 27, 1999 from ProQuest database.

[last name of article author, initials of article author. (year of publication). Full title of article. *Title of Journal*, volume number(issue number), page numbers. Retrieved date of retrieval from ProQuest database.]

Infotrac Article

Madigan, T. J. (1998, Spring). Cloning and human dignity. *Free Inquiry*, 18(2), 57.

Retrieved October 7, 1998 from Infotrac (Expanded Academic Index ASAP) database.

[last name of article author, initials of article author. (year, season or month of publication). Full title of article. *Title of Journal*, volume number(issue number), page number. Retrieved date of retrieval from Infotrac (Expanded Academic Index ASAP) database.

FirstSearch Article

Floyd, K. (1995, March). Gender and closeness among friends and siblings. *Journal of Psychology*, 129, 193-202. Retrieved January 27, 1998 from FirstSearch (WilsonSelect) database.

[last name of author, initials of author. (year, season or month of publication). Full title of article. *Title of Journal*, volume number(issue number), page numbers. Retrieved date of retrieval from Infotrac (Expanded Academic Index ASAP) database.

netLibrary E-book

Kennedy, P. (1998). *A guide to econometrics*. Cambridge, Mass: MIT Press. Retrieved June 26, 2003, from netLibrary:
http://emedia.netlibrary.com/reader/reader.asp?product_id=11426
[last name of author, initials of author. (publication date of print version). *Full title of book*.
Place of publication of print version: Publisher of print version. Retrieved date of
retrieval, from netLibrary: URL.]

WEB PAGES OR SITES

Web Pages

Pritzker, T. J. (No date). An Early Fragment from Central Nepal. Retrieved June 8, 1995
from the World Wide Web:<http://www.ingress.com/~astanart/pritzker/pritzker.html>
[Last name of author, initials of author. (date, if one). Title of Web Page. Retrieved date
of retrieval from the World Wide Web: web address]

Mikkelson, B., & James, D. P. (1995). Urban Legends Reference Pages. 1995-1997.
Retrieved September 24, 1997 from the World Wide Web: <http://www.snopes.com/>
[Last name of first author, initials of first author, & last name of second author, initials of
second author. (date of posting or last update). Title of Web Page. Retrieved date of
retrieval from the World Wide Web: web address]

Online Encyclopedia Article

Levine, L. (1997). Forensic genetics. Retrieved October 7, 1998 from Grolier Multimedia
Encyclopedia on the World Wide Web: <http://gme.grolier.com/>
[Last name of author, initials of author. (year of publication). Title of article. Retrieved
date of retrieval from Grolier Multimedia Encyclopedia on the World Wide Web:
<http://gme.grolier.com/>]

Electronic Journals

Michaels, J. (1997). Online home schooling. *Journal of Educational Technology*. Retrieved
October 16, 1997 from the World Wide Web: <http://borg.lib.vt.edu>
[Last name of author, initials of author. (date of publication). Title of article. *Title of
Electronic Journal*. Retrieved date of retrieval from the World Wide Web: web address]

Online Newspaper Article

Johnson, T. (1994, December 5). Indigenous people are now more combative, organized.
Miami Herald, 29SA. Retrieved July 16, 1995 from the World Wide Web:
<http://www.miamiherald.com/daily/indig.html>
[Last name of author, initials of author. (year, month day of publication). Title of article.
Online Newspaper Title, page/section number. Retrieved date of retrieval from the
World Wide Web: web address]

Online Review

Ebert, R. (1999, July 7). Review of The Blair witch project. *Chicago-Sun Times*. Retrieved July 30, 1999 from the World Wide Web:
http://www.suntimes.com/ebert/ebert_reviews/1999/07/071603.html
[Last name of author, first initial of author. (year, month day of publication). Review of Title of item reviewed. *Online Newspaper or Magazine*. Retrieved date of retrieval from the World Wide Web: web address]

Email Message

Day, M. (MDAY@sage.uvm.edu). (1995, July 30). Review of film -- Bad lieutenant. Retrieved July 30, 1995 from e-mail to Xia Li (XLI@moose.uvm.edu).
[Last name of author, first initial of author. (email address of author). (year, month day of email message). Subject line of email. Retrieved date of retrieval from email to name of recipient (recipient's email address).

Editorial

Disaster in Turkey. (1999, August 19). Editorial. *Washington Post*, A20. Retrieved August 19, 1999 from the World Wide Web: <http://www.washingtonpost.com>
[Title of editorial. (year, month day of publication). Editorial. Newspaper or magazine title, page number. Retrieved date of retrieval from the World Wide Web: web address]

Note: The citations listed above are imaginary examples designed to reflect the types of sources community college students most frequently encounter while writing college papers.

Text and Parenthetical Citations

Page Format

Paper Size: 8.5 x 11

Color: white

Typing: double-spaced throughout (including quotations and Reference page)

Font: a normal 12-point font (Times-Roman or Palatino, for example)

Margins: 1 inch on all sides

Page numbers: number all pages consecutively, beginning with the title page. Number all pages, except artwork for figures, in arabic numerals in the upper right-hand corner.

Spacing: Space once after all marks of punctuation.

Title page: includes three elements: running head for publication, title, and byline and institutional affiliation. Type the running head flush left at the top of the title page (but below the manuscript page header). Type the title in uppercase and lowercase letters, centered between the left and right margins and positioned in the upper half of the page. If the title is two or more lines, double space between lines. Type the names of the author(s) using uppercase and lowercase letters, centered between the side margins, one double-spaced line below the title. Type the institutional affiliation, centered under the author's name, on the next double-spaced line.

Abstract: Begin the abstract on a new page, and identify the abstract page with the manuscript page header and the page number 2 in the upper right-hand corner of the page. Type the label "Abstract" in uppercase and lowercase letters, centered, at the top of the page. Type the abstract itself as a single paragraph in block format (without paragraph indentation), and do not exceed 120 words.

Quotations: Short quotations of fewer than 40 words should be incorporated into the text and enclosed by double quotation marks. Quotations of more than 40 words should be displayed in a double-spaced block of typewritten lines with no quotation marks; they should be indented five to seven spaces from the left margin and have no opening paragraph indentation.

Parenthetical citations – Handling quotations in your text

APA Format is an author-year-page method of citation within the text of the essay. The author's last name and the year of publication of the work from which the quotation is taken are required to appear in the text of your essay (generally, though not always, in parentheses). The complete reference to your source must appear in the Reference list. The author's name may appear along with the year of publication in parentheses or it may appear in the actual text of the essay.

Examples:

The essay "Taking Time" was an exposition developed by Howell (1992) and based on an earlier work by Celestine (1978).

....

Other researchers (e.g., Minsk and Battleby, 1988) successfully replicated the results

Sometimes you may want to use a quotation that is embedded in someone else's text. This is called an indirect quotation. For such quotations, use "cited in" to reference the source:

The second resource used was a study performed in 1978 that found "statistically significant results on all levels" (cited in Fergeson, 1982).

Short Quotations

A short quotation (of fewer than 40 words) in your text should be enclosed in double quotation marks and incorporated into your text (see above examples). Punctuation marks should appear after the parenthetical citation, not before it. Question marks and exclamation points should appear inside the quotation marks at the end of the quotation if they are a part of the original quotation; otherwise they should appear after the end parenthesis.

Long Quotations

Quotations of 40 or more words should be displayed in a free-standing block of type without quotation marks. The block should be indented 5 spaces from the left margin and should be double-spaced throughout (as should the entire paper). The parenthetical citation in a long quotation comes after the closing punctuation.

Example:

Thich Nhat Hanh explains that

Confucianism and Buddhism were at the very core of the Royalist Resistance Movement against the French from 1885-1898. In fact, these two religions provided the movement with its moral and material force. In the first stage, the movement relied heavily on Confucianism for its strength, but as Confucianism became exhausted, the principal force lay in Buddhism. (1990)

Bibliography

American Psychological Association. (2001). *Publication Manual of the American Psychological Association* (5th ed). Washington, DC: American Psychological Association.

American Psychological Association. (1999, August 9). Electronic reference formats recommended by the American Psychological Association. Retrieved October 25, 1999 from the World Wide Web: <http://www.apa.org/journals/webref.html>

University of Wisconsin-Madison Writing Center. (1997). APA documentation: References. Retrieved April 28, 1998 from Writing Handbook on the World Wide Web: <http://www.wisc.edu/writing/Handbook/DocAPARferences.html>

Walker, J. (1996). APA-style citations of electronic sources. Retrieved April 28, 1998 from Columbia Online Style on the World Wide Web: <http://www.cas.usf.edu/english/walker/apa.html>