

APA STYLE GUIDE: PRINT & ONLINE SOURCES

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APA (American Psychological Association) is most commonly used to cite sources within the social sciences. The following guide was developed to assist students with the American Psychological Association (APA) documentation style. For more extensive rules and examples of the APA style, consult the *Publication Manual of the American Psychological Association, 6th ed.* (R 808 qA51p 2010) or visit the APA style website @ <http://www.apastyle.org/apa-style-help.aspx>

Citing References In The Text

Anytime facts, ideas, or words are taken directly from an original source, credit must be given within your paper. Whether paraphrasing, directly quoting in part, or quoting in entirety, always be sure to cite your sources.

Paraphrase: Use the author and year of publication

Example:

Feminists had the overwhelming task of restructuring women's identity so that women would no longer be considered vacuous and negligible (Friedan, 1963).

Direct quote: Include the author, year of publication, and page number

Example:

"They (feminists) had to prove that woman was not a passive empty mirror, not a frilly useless decoration, not a mindless animal, not a thing to be disposed of by others" (Friedan, 1963, p.81).

Miscellaneous Guidelines for Citing In Text:

- **When citing a work with two authors**, always include both last names
- **When citing a work with 3 or more authors**, include all names in first reference. Afterwards, use only first author's last name followed by *et al.*
- **When citing a work with no author**, cite the first few words of the reference list entry (usually the title) and the year. Example: ("New Drug," 1993)
- **When a quotation is 40 words or longer**, do NOT use quotation marks. Begin the block quotation on a new line indenting the block a half inch from the left margin. Include a parenthetical reference after the final mark of punctuation.
- **When referring to electronic resources**, use the page numbers with PDF documents. If no page numbers are available, refer to paragraph numbers or document headings and paragraph numbers.

Reference List

The reference list at the end of a paper provides the information needed to locate and retrieve the source documents cited in the paper. Each reference cited in-text must appear in the reference list; each entry in the reference list must be cited in-text.

- Arrange entries in alphabetical order by last name of author.
- Use a hanging indent: the first line is at the left margin; subsequent lines are indented five spaces.
- Double space all entries.
- No extra space needed between entries; the hanging indents indicate the separate citations.
- Space once after all punctuation.
- Capitalize only the first words of book or article titles and subtitles; capitalize all important words in the name of a journal.
- Italicize the names of books and periodicals.
- If no date is available, write **n.d** in parenthesis.

Formatting Authors Names in the Reference List

No Author: Begin with the title of the work, followed by the year of publication.

Example: Six sites meet for anti-gang initiative conference (*Gang Violence*, 2006).

One Author: List last name and first initial, separated by a comma.

Example: Smith, J.

Two Authors: Place an ampersand (&) between names.

Example: Smith, J., & Jones, S.

3 to 7 Authors: Place an ampersand before the final author's name.

Example: Kern, M.H., Cole, D.P., Sun, C.R., Berr, A., Hare, T., & Bach, J.S.

8 or more Authors: List the first six author's names, then insert 3 ellipses and add the final author's name.

Example: Miller, F.H., Choi, M.J., Angeli, L.L., Harland, A.A., Stamos, J.A., Thomas, S.T., ... Rubin, L.H.

Using the Digital Object Identifier (DOI) system (6.31)

A digital object identifier (**doi**) is a series of numbers and characters assigned permanently to any entity - for instance, a journal article - for use on digital networks. Typically the doi is located on the first page of the article in a journal near the publication information OR appears somewhere toward the end of an item record in a database. Here is an example of a doi:

10.1016/j.jada.2009.08.015

The current APA Style includes a DOI as a standard part of a citation whenever it is available. You will see them in many of the examples in this guide. They are used to provide current information about an item, including where the item (or information about it) can be found on the Internet.

Include a DOI in citations for both print and electronic resources whenever the DOI is available. Because the DOI string can be long, copy and paste whenever possible to avoid errors.

If No DOI is Found:

- If no DOI is found for print resources, no additional information is needed.
- If no DOI is found for an online (or electronic) resource, provide the URL for the webpage of the journal or publisher. You may have to search the Web for this information.
- If no URL can be found for the journal or publisher, provide the URL of the entry page of the database the publication was found in.
- If no DOI is found, you may also want to try www.crossref.org. Click on Guest Query and enter the title and the first author's last name.

CITING PRINT & MEDIA SOURCES

Books- Basic Formats (7.02)

Author's last name, First initial, Middle initial. (Year of publication). *Title of book*. City of publication: Publisher.

6.27 **No Author** Cite the title of the work used.

Diseases (4th ed.). (1983). New York: Springhouse.

7.02, 18 **One Author**

Barkley, R.A. (2000). *Taking charge of ADHD: The complete authoritative guide for parents* (Rev. ed.). New York, NY: Guilford Press.

6.12 **Two Authors**

Anderson, A., & Randall, B. (1989). *Nursing care plans and documentation*. Boston: Beacon Press.

6.27 **Between 2 and 7 Authors**

Kernis, M.H., Cornell, D.P., Sun, C.R., Berry, A., Harlow, T., Bach, J.S., & Chambers, D.L. (1993). *There's more to self-esteem than whether it is high or low*. Ann Arbor: University of Michigan Press.

6.27 **8 or more Authors**

Miller, F.H., Choi, M.J., Angeli, L.L., Harland, A.A., Stamos, J.A., Thomas, S.T., ... Rubin, L.H. (2009). *Technical Communication*. Baltimore: John Hopkins Press.

7.03, 32 **Corporate Author**

American Medical Association. (1998). *American Medical Association guide to the health care field*. Chicago: Author.

6.27 **Editor as Author**

Gibbs, F.T., & Huang, L.N. (Eds.). (1991). *Children of divorce: Psychological intervention*. Boston: Allyn & Bacon.

7.02, 25 **Article or chapter in an edited book**

Massaro, D. (1992). Broadening the domain of the fuzzy logical model of perception. In H.L. Pick, P. van den Broek, & D.C. Knill (Eds.), *Cognition: Conception and methodological issues* (pp. 51-84). Washington, DC: American Psychological Association.

7.02, 27 **Signed article in reference book**

Jamison, L.R. (1991). The disappearing ozone layer. In *Encyclopedia of ecology* (Vol.4, pp. 22-27). New York: Academic Press.

Periodicals- Print Journals, Newspapers, & Magazines (7.01)

7.01 Journal with continuous paging

Mellera, B.A. (2000). Choice and the relative pleasure of consequences. *Psychological Bulletin*, 126, 910-924.

7.01,1 Print Journal with DOI

Gerry, R. (2000). Tempo training for freestyle. *Journal of Swimming Technique*, 34(1), 40-42. Doi: 10.1022/2002-9822.77.4.444

7.01,7 Print Magazine Articles

Kandel, E.R., & Squire, L.R. (2000, November 10). Neuroscience: Breaking down scientific barriers to the study of brain and mind. *Science*, 290, 1113-1120.

7.01,10 Newspaper Articles

Painter, K. (1996, April 4). Body fights AIDS hard...at first. *U.S.A. Today*, p. A1.

Other Types of Print Resources (7.03)

7.03,33 Technical or Research Report

Kessy, S.S.A., & Urios, F.M. (2006) *The contribution of microfinance institutions to poverty reduction in Tanzania* (Research Report No. 06.3). Ottawa Institute of Economics.

7.03, 31 **Government publication**

National Institutes of Mental Health. (1990). *Clinical training in serious mental illness* (DHHS Publication No. ADM 90-1679).

7.06, 45 **Book Review**

Tan, J.K.H. (2000). Wired Hospitals. [Review of the book *Managing computers in health care: A guide for professionals*]. *Hospital Topics*, 69(1), 40-41.

Audio Visual Media (7.07)

7.07, 49 **Videocassette or DVD**

American Psychological Association. (Producer). (2000). *Responding therapeutically to patient expressions of sexual attraction* [DVD]. Available from <http://www.apa.org/videos/>

Smith, J.D. (Producer), & Smithee, A.F. (Director). (2001). *What goes around comes around* [Motion Picture]. United States: Paramount Pictures.

7.07, 52 **Music recording**

lang, k.d. (2008). *Shadow and the frame. On Watershed* [CD]. New York, NY: Nonesuch Records.

7.07 **Video from YouTube or other website**

Chotani, I. (2008, September 21). Spotlight on Malcolm Knowles [Video File]. Retrieved from <http://youtube.com/watch?v=U4iMFu4CnLQ>

CITING ONLINE/ELECTRONIC SOURCES

Journal Articles 7.01

7.01,1 Library Database with a DOI

Herbest-Damn, K.L., & Kulick, J.A. (2005). Volunteer support, marital status, and the survival times of terminally ill patients. *Health Psychology, 24*, 225-229. doi: 10.1037/0278-6133.24.2.225

701.1,3 Library Database without a DOI

Sillick, T.J., & Schutte, N.S. (2006). Emotional intelligence and self-esteem mediate between perceived early parental love and adult happiness. *E-Journal of Applied Psychology, 2*(2), 38-48. Retrieved from <http://ojs.lib.swin.edu.au/index.php/ejap>

701.1,1 Journal found directly on the Internet with DOI

Giancola, P.R. (2004). Executive functioning and alcohol-related aggression. *American Psychologist, 59*(2), 5-7. doi:10.1152/advan.00028.2009

Magazine Articles 7.01

701.1,8 Online Magazine Article

Clay, R. (2008, June). Science vs. ideology: Psychologists fight back about the misuse of research. *Monitor on Psychology, 39*(6). Retrieved from <http://www.apa.org/monitor/>

701.1,8 Magazine in a Library Database using URL of database homepage

Borowitz, A. (2004, November 15). Pavlov's brother. *New Yorker, 80*(35), 63-66. Retrieved from <http://www.gale.cengage.com/>

Newspaper Articles 7.01

7.01,11 Online Newspaper Article

Brody, J.E. (2007, December 11). Mental reserves keeps brain agile. *The New York Times*. Retrieved from <http://www.nytimes.com>

7.01, 11 Newspaper article from Library Database using URL of database homepage

Schartz, J. (1993, September 5). Obesity affects economic, social status. *The Washington Post*, pp. A1. Retrieved from <http://gale.cengage.com/>

Electronic Book 7.02

7.02, 19 Electronic Book found on the Internet

Bryant, P. (1989). *Biodiversity and conservation*. Retrieved from <http://darwin.bio.uci.edu/~sustainbio65/Titlpag.htm>

7.02, 20 Electronic Book from a Library Database

Fischbach, Michael R. (2004). Bush, George Walker. In Phillip Mattar (Ed.), *Encyclopedia of the Modern Middle East*, (Vol. 1., 2nd ed., p.549). New York: Macmillan Reference USA. Retrieved from <http://www.gale.cengage.com/>

Other Documents on the World Wide Web

7.03, 31 **Government Documents**

U.S. Department of Health and Human Services, National Institutes of Health, National Heart, Lung, and Blood Institute. (2003). *Managing asthma: A guide for schools*. (NIH Publication No. 02-2650). Retrieved from http://nhlbi.nih.gov/health/prof/lung/asthma/asth_sch.pdf

701.3 **World Wide Web**

Greater Hartford (Ct) Area Healthy Community Taskforce. (2000). *Who has time for a family meal? You do!* Retrieved from <http://www.familymealtime.org/>