



# APA STYLE<sup>1</sup>

Your essay should be typed, double-spaced on standard-sized paper (8.5 X 11 inches) with one (1) inch margins on all sides. Your final essay should include, in the order indicated below, as many of the following sections as are applicable, each of which should begin on a separate page: title page, abstract, text, references, appendices, author notes, footnotes/endnotes, tables, figure captions, and figures (see APA Style Manual for further details).

## Handling Quotations In Your Text

When using APA format, follow the author-date method of in-text citation. This means that the author's last name and the year of publication for the source should appear in the text, and a complete reference should appear in the reference list at the end of the paper.

If you are referring to an idea from another work but **NOT** directly quoting the material, or making reference to an entire book, article or other work, you only have to make reference to the author and year of publication in your in-text reference.

*Examples for referring to another idea or study:*

Jones (1998) compared student performance...

In a recent study of student performance (Jones, 1998)...

In 1998, Jones compared student performance...

If you are directly quoting from a work, you **WILL** need to include the author, year of publication, and the page number for the reference.

*Examples for directly quoting from a text:*

She stated, "Students often had difficulty using APA style," (Jones, 1998, p. 199), but she did not offer an explanation as to why.

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 there is no author to cite, such as a web page that lists no author, use an abbreviated version of the title of the page in quotation marks to substitute for the name of the author.

*Example:*

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

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<sup>1</sup> (Updated to the 6<sup>th</sup> Edition)

If you are citing a work that has no author and no date, use the first few words from the title, then the abbreviation n.d. (for "no date"). Example:

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

## **Your Reference List.**

Your reference list should appear at the end of your paper, starting on its own page. It provides the information necessary for a reader to locate and retrieve any source you cite in the body of the paper. Each source you cite in the paper must appear in your reference list; likewise, each entry in the reference list must be cited in your text.

If you would like to see a sample reference list, these links to Sample APA Report (at <http://www.thewritesource.com/APA/APARESEARCH.HTM>) and an APA Simulated Journal Article (at <http://www-distance.syr.edu/apa5th.html>) both provide sample reference lists that you can view. Below are the basic types of entries you may encounter:

### **An article in a periodical (e.g., a journal, newspaper, or magazine)**

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of periodical, volume number, pages.*

### **A nonperiodical (e.g., book, report, brochure, or audiovisual media)**

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle.* Location: Publisher.

### **Part of a nonperiodical (e.g., a book chapter or an article in a collection)**

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In A. Editor & B. Editor (Eds.), *Title of book* (pages of chapter). Location: Publisher.

### **Nonperiodical Internet Document (e.g., a Web page or report)**

Author, A. A., & Author, B. B. (Date of publication). *Title of article.* Retrieved month date, year, from <http://Web address>.

### **A print journal or newspaper article retrieved from an online database**

Author, A. A., Author, B. B., & Author, C. C. (Date of publication). Title of article. *Title of Journal, volume number* (issue number). Retrieved month date, year, from Title of Database (e.g. PsycARTICLES) database.

For more examples, please refer to the *APA Style Manual* 6<sup>th</sup> Edition or go online to sites such as Purdue's OWL at <http://owl.english.purdue.edu>.