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INTRODUCTION

American Psychological Association (APA) Citation Style in Brief

All of the sources that you utilize when writing your research paper must be documented. These items can include direct sources and paraphrases, as well as information and ideas you encounter while doing your research if they lend support to your paper.

The American Psychological Association (APA) is the guide most commonly used to cite sources within behavioral and social sciences. There are different documentation styles available, so check with your professor to see which style is preferred.

If you need additional information for your citations, please refer to:


This book is available at the QCC Library reference desk, second floor of the Library.

APA Format for Papers

Be sure to follow these guidelines in formatting your paper:

- Papers should be typed double-spaced on standard-sized paper (8.5 x 11”) with 1” margins on all sides.
- Number all pages including the title page and reference pages.
- Use an easily readable typeface such as Times New Roman with a 12-point font size.
- The title of the paper should be typed in upper and lowercase letters centered on the front page.
- For paragraphs and indentation, set tab at 5 to 7 spaces.
- Sample Papers for first page, abstract, etc., see Figure 2.1 for Manuscript Structure and Content in Publication Manual of the American Psychological Association, Sixth Edition.
IN-TEXT CITATIONS

It is important to document your paper throughout the text by citing the author, page(s), and date of the work(s) researched. This enables readers to identify your sources and locate full documentation in the alphabetical reference list at the end of the paper.

Quotations

If you take words, phrases, or sentences exactly as they appear in a source, you must enclose those words in quotation marks (“ ”) and cite the author, year of publication and page number (or paragraph number for non-paginated material).

If your quotation has less than 40 words, incorporate them into the body of the text.

Although it has been over 100 years since an Austrian physician discovered a link between hand washing and infection, Wilfinger (2004) notes that “hand hygiene has never been more important” (p. 200), since the patient population is increasingly vulnerable to infection.

or

Findings suggest that postoperative telephone calls may be an important part of a patient’s recovery process and these calls “may be the most helpful to patients between 12 and 24 hours after surgery” (Flanagan, 2009, p. 45).

Direct Quotations of Online Material without Pagination

If the information you wish to use does not have either a page number of a paragraph number, cite the heading and the number of the paragraph following it.

In their study, McPhaul and Lipscomb (2004) found that “workplace violence is a complex issue in today’s healthcare environment and nurses acting on their own have very little influence over the level of violence in their workplaces” (Conclusion, para. 1).
Block Quotations

Quotes longer than 40 words should be placed in a free-standing block of typewritten lines and omit the quotation marks. The quotation should start on a new line, indented 5 spaces and the page citation comes after the closing punctuation mark.

Baston’s (1999) study found the following:

Moral people often fail to act morally. One of the most important lessons to be learned from the tragically common atrocities of the modern age – the Holocaust, My Lai, Cambodia, Bosnia, Rwanda, corporate cover-ups of product dangers – is that horrendous things are not done only by monsters. (p. 525)

Paraphrasing

Rephrasing or rewriting the thoughts and ideas of someone else in your own words is called paraphrasing. You must give credit to the person(s) whose ideas you are rewriting. This is done by providing the page(s) or paragraph number(s), so that a reader can retrieve the appropriate passage in the text you are citing.

In-Text Citation

One Work by One Author

Depue (1996) holds that one of the major factors underlying personality structure is . . .

or

Positive emotionality is one of the major factors underlying personality structure (Depue, 1996).

or

In 1996, Depue’s study of positive emotionality showed that . . .
One Work by Two Authors

When citing use both names every time. Type the word “and” between the authors’ names in the text of the paper, and use the ampersand (&) for all citations in-text when you use the parentheses.

Studies conducted by Smith and Longstreet (2011) show that....

or

Studies conducted in the field of childhood obesity show that over a period of five years...

(Smith & Longstreet, 2011)

One Work Three, Four or Five Authors

When you cite three to five authors for the first time in your paper, cite all of the authors. Any following citations use the last name of the first author followed by et al., with a period after the al. Add the year if it is the first citation.

Note: et al. means “and others”

First Citation in-text

Smith, Longstreet, Jannes, and Mareil (2010)

Following Citations in-text

Smith et al., (2010) discussed the results of the final survey......

One Work Six or More Authors

Cite only the last name of the first author followed by et al.

Philibin et al., (2012) discussed the results of the final survey...

-or-

(Philibin et al., 2012)
REFERENCES

- References appear at the end of your paper on a new page.

- References are arranged alphabetically by the author’s last name or by title if there is no author. Use only initials for first and middle names.

- Capitalize only the first word of the title and the subtitle and any proper nouns.

- Double space between each line.

- Begin typing your citation at the left-hand margin, and indent succeeding lines of each entry 5 spaces from the left margin.

- Italics should be used for titles of books, periodicals, films, videos, TV shows, and microfilm publications.

- A sample reference list page is included in this guide.

Reference Page / Multiple Authors

Single Author:

Kent, P.

Two Authors:

Kent, P., & Dupont, R. E.

Three to Seven Authors

Kent, P., Dupont, R. E., Downton, G., Sarmiento, C., Zarion, L. H., & Janik, C.

More than Seven Authors

Include the names of the first six authors, type three ellipses (...) and add the name of the last author.
A DOI or digital object identifier is an alphanumeric string that is used to provide a reliable and permanent link to content (for example, articles) on the Internet. A DOI is assigned to sources when published and made accessible electronically.

The APA recommends citing a source’s DOI when available. Generally, you can locate the DOI on the first page of the electronic article you are utilizing, near the copyright notice. You may also locate it on the database landing page for the article.

If you need more information, refer to section 6.31 and 6.32 in the APA Publication Manual.

### Abbreviations

Acceptable abbreviations to use on the Reference page:

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Full Form</th>
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</thead>
<tbody>
<tr>
<td>ed.</td>
<td>edition</td>
</tr>
<tr>
<td>Rev. ed.</td>
<td>Revised edition</td>
</tr>
<tr>
<td>Ed. (Eds.)</td>
<td>Editor (Editors)</td>
</tr>
<tr>
<td>n.d.</td>
<td>no date</td>
</tr>
<tr>
<td>No.</td>
<td>Number</td>
</tr>
<tr>
<td>p. (pp.)</td>
<td>page (pages)</td>
</tr>
<tr>
<td>Vol.</td>
<td>Volume (as in Vol. 7)</td>
</tr>
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</table>
PERIODICALS

Journal Article

Online with DOI s


Online without DOI


*Note:* The URL you retrieve is the home page of the journal you are citing. You can locate this by searching for the journal title in a search engine (such as Google) and copying the URL of the journal’s home page and pasting it in the reference citation.

Print


Newspaper Article

Online


Print

Online


Print


BOOKS, REFERENCE BOOKS AND BOOK CHAPTERS

Print Book


E-Book


Reference Book, Print Version


Book Chapter, Print version


Entry in an online Reference Work

Entry in an online Reference Work, no author, editor or date

http://www.oxfordreference.com/views/GLOBAL.html

Electronic-only book

http://www.booksonlineonly.org/psych/soc/item140

**WEBSITE OR WEBPAGE**

At the minimum, a citation of a website should provide a document title or description, publication date, an Internet address (or URL) and a retrieval date if you believe the source may change over time.

Identify the authors of a document whenever possible. If the author of a document is not identified, begin the reference with the title of the document.

http://psychcentral.com/

**AUDIOVISUAL MEDIA**

Motion Picture


Music Recording

Video

PERSONAL COMMUNICATIONS
The APA suggests omitting personal communications from your references, as they cannot provide recoverable (verifiable) data. Instead, include personal communications within the body of your text.

J. Smith (personal communication, July 8, 2013)
-or-
(J. Smith, personal communication, July 8, 2013)

TWEET
Author. (Year, Month Day). Entire Tweet. URL. [Twitter post].

Example:
Retrieved from http://twitter.com/BarackObama/status/2651151366

Video Blog Post (YouTube, etc.)

General Format:
Author, A. A. [Screen name]. (Year, Month Day). Title of video (in Italics) [Video file].
Retrieved from http://xxx

If the real name is not available, include the screen name without brackets.

Screen name. (Year, Month Day). Title of Video (in Italics) [Video file]. Retrieved from http://xxx
Note: The person who posted the video is put in the author position. Provide the real name as the initial entry, not the screen name, when available. For further information on the Internet see APA Style Blog: How to Create a Reference for a YouTube Video. In the APA 6th Edition Publication Manual see page 215, Video blog post.

Reference page example when author and screen name are available:


[Video file]. Retrieved from http://www.youtube.com/watch?skv=LV978can

Reference page example when only screen name is available:


[Video file]. Retrieved from http://www.youtube.com/watch?skv=LV978can
References


