

APA Citation Style Guide

(Adapted from *Keys for Writers: A Brief Handbook*, by Ann Raimes, published by Houghton Mifflin Company, and the Diana Hacker website <http://www.dianahacker.com/resdoc/>).

Additional Resources:

The Owl Perdue Website <http://owl.english.perdue.edu/>

The APA Publication Manual provides guidelines for submitting professional papers for publication. Many instructors ask students to follow those guidelines in order to prepare students for further advanced work and possible submission of papers for publication. As with other citation styles, APA has two parts: in-text citation and reference list.

APA In-Text Citation: Basic Guidelines

APA in-text citation requires three main pieces of information:

1. The author's last name
2. The dates the work was published
3. Page Numbers (a page number is not required for a summary or a paraphrase, but include one if it helps readers find the passage in a long work)

One Author: If you have mentioned the author's name in your sentence, include the year in parenthesis directly after the author's name.

Example: Wilson (1994) has described in detail his fascination with bugs.

If you did not mention the author's name in your sentence, place the author's last name followed by the year of publication and the page number (preceded by "p.") in parenthesis, all separated by commas.

Example: The army retreated from Boston in disarray (McCullough, 2001, p. 14).

**Note that the page number is optional in this example since it is an indirect quotation.*

If you use a direct quotation in your sentence:

Example: Memories are built "around a small collection of dominating images" (Wilson, 1994, p. 5).

Example: Wilson (1994) stated that memories are built "around a small collection of dominating images" (p. 5).

APA Reference List: Basic Guidelines

1. List only works you have cited (quoted, summarized, paraphrased, or commented on) in the text of your paper, not everything you have read.
2. Start the list on a new numbered page after the last page of text or notes. Center the heading “References,” without quotation marks, not underlined, and with no period following it.
3. Begin each entry with the author’s name, last name first, followed by an initial or initials. Give any authors’ names after the first in the same inverted order, separated by commas.
4. List the works alphabetically, by last names of primary authors. Do not number the entries.
5. Put the date in parenthesis after the authors’ names. For journals, magazines, and newspapers, do not abbreviate the names of the months.
6. Use a period and one space to separate the main parts of each entry.
7. Double-space throughout. Follow your instructor’s guidelines about indentation of items in the list.
8. In titles of books and articles, capitalize only the first word of the title or subtitle and any proper nouns or adjectives. Underline the titles of books, but do not underline or use quotation marks around the titles of articles.
9. For magazines and journals, italicize the publication name, the volume number, the comma, and the space between them. Italicize the names of newspapers.
10. Give inclusive page numbers for articles and sections of books, using complete page spans (“251-259”). Use the abbreviation “p.” or “pp.” only for newspaper articles and sections (such as chapters) of books.

APA Reference List: Order of Entries

Alphabetical order:

Alphabetize letter by letter. Treat Mac and Mc literally by letter.

Example: MacKay, M.
McCarthy, T.
McKay, K.

A shorter name precedes a longer name by beginning with the same letters, whatever the first initial.

Example: Black, T.
Blackman, R.

For a work with no known author, list by the first word in the title other than A, An, or The.

Alphabetize numerals according to their spelling: 5 (“five”) will precede 2 (“two”).

Several works by the same author:

List chronologically.

Example: Goleman, D. (1987). Failing to recognize bias in science. *Technology Review*, 90(8), 26-27.

Goleman, D. (1992a). *The creative spirit*. New York: Dutton.

Goleman, D. (1992b, July). Gender fears. *Self*, 14, 73.

Goleman, D., Nolan, J., & Peters, L. (1992, December). Are you as happy as you could be? *Redbook*, 180, 94-97, 110.

List the author's name in each entry. Arrange entries chronologically from past to present. Entries published in the same year should be arranged alphabetically by title and distinguished with lowercase letters after the date ("a," "b," and so on). Note that entries for one author precede entries for the same author with coauthors.

Author with the same last name:

List alphabetically by first initial.

Example: Smith, A.
Smith, F.

Examples:

APA Books: One Author

Put titles of books in italics

Example: Sidel, R. (1990). *On her own: Growing up in the shadow of the American dream*. New York: Penguin.

Description: Last name / comma / initial / period / date in parenthesis / period / title underlined / period / place of publication / colon / publisher / final period

If your entry is more than one line, indent all lines (other than the first) five spaces so that the first line stands out.

APA Books: Edited Book or Reference Book

Example: Seegmiller, B. (1993). Pregnancy. In F. Denmark & M. Paludi (Eds.), *Psychology of women: A handbook of issues and theories* (pp.427-474). Westport, CT: Greenwood.

List the author, date of publication, and the title of the article or chapter you cited in your text. Follow this with the names of the editors of the book (not inverted), the title of the book, and the page numbers (preceded by “pp.”) of the chapter or article in parenthesis. End with the place of publication and the publisher.

APA Books: No Author Named

Example: The Far East and Australasia 1991. (1990). London: Europa.

Put the title first. Ignore A, An, and The when alphabetizing.

APA Articles: In a Scholarly Journal

Pages run continuously across each volume.

Example: Slack, W.D., & Porter, D. (1980). The SAT: A critical appraisal.
Harvard Educational Review, 50, 154-175.

Description: No quotation marks around title / journal title & volume number & all punctuation marks italicized / no “p.” or “pp.” before page numbers. For the title of an article, use capital letters only for the first word of a title or subtitle and for proper nouns.

Each issue paged separately

Example: Lofland, J. (1993). Theory-bashing and answer-improving in the study of social movements. *The American Sociologist*, 24 (2), 37-58.

Include the issue number in parenthesis (not italicized) immediately following the volume number.

Important Note: The above examples are merely to illustrate how various sources are cited differently, each according to its specific case. When you are researching a topic, you deal with sources of various types, for example, books with two or more authors, edited books, articles in magazines or newspapers, online resources, etc. In order to cite a specific source properly, you need to determine what your source is, then consult a citation guide that tells you how to cite it and provides examples illustrating how it is cited. We recommend the three citation guides on the first page of this handout. If you need more instruction or help on APA citation, please contact the Writing Center at 267-3059, or stop by Carson 106 to set up an appointment.