



## APA

*Publication Manual of the American Psychological Association, (7<sup>th</sup> ed.).*

### Documentation: Preparing a Reference List

Your reference list should appear at the end of your paper. 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. Each entry in the reference list must be cited in your text.

Your references should begin on a new page separate from the text of the essay; label this page **References** in bold, centered at the top of the page (do NOT underline or use quotation marks for the title). All text should be double-spaced.

**Check with your teacher when you are uncertain about your use of sources.**

### Citing Electronic Publications

When citing sources from the internet, try adding as much of the following in the same sequence:

Author, if found. (Year [use n.d. if not given]). *Larger Publication Title*, Volume or issue number.  
Retrieved from <http://url address>

#### Piece of Online Content

Sinik, S. (2009 Sept). *How Great Leaders Inspire Action*. Ted Talks.

[https://www.ted.com/talks/simon\\_sinek\\_how\\_great\\_leaders\\_inspire\\_action?language=en&utm\\_campaign=tedsread&utm\\_medium=referral&utm\\_source=tedcomshare](https://www.ted.com/talks/simon_sinek_how_great_leaders_inspire_action?language=en&utm_campaign=tedsread&utm_medium=referral&utm_source=tedcomshare).

#### Entire Website

Rare Books and Special Collections Reading Room (2016, December). *Library of Congress*,  
Retrieved <https://www.loc.gov/rr/rarebook/rosenwald-blake.html>

#### Page from Website with unknown author

Media giants. (2001). *Frontline: The Merchants of Cool*. Retrieved from  
<http://www.pbs.org/wgbh/pages/frontline/shows/cool/giants/>

**Wikipedia Article**

*Title of article.* (Year, Month Date). In *Wikipedia*. URL of archived version of page

*Enzymes.* (2021, October 4). In *Wikipedia*. <https://en.wikipedia.org/wiki/Enzyme>.

**YouTube Video**

Author, A. A. [Screen name]. (year, month day). *Title of video* [Video file]. Retrieved from

<https://www.someaddress.com/full/url/>

The "author" is the person who uploaded the video file. The screen name should be spelled and capitalized exactly as it appears, even if it does not observe standard spelling and capitalization rules.

If no author name is available, or if the author's name is identical to the username, leave it out. In this case, do not put the username in brackets.

**Graphic Data**

HatchMed. (2017). *8 ways to improve patient satisfaction* [Infographic].

HatchMed.com. <https://www.hatchmed.com/blog/2017/1/30/8-ways-to-improve-patient-satisfaction>

**Scholarly Journal (online version)**

Cadullo, B. (2008). Through the looking glass: the role of memory in *The Glass Menagerie*.

*Notes on Contemporary Literature*, 38(4), 5. Retrieved from

<http://go.galegroup.com/ps/i.do?p=LitRC&sw=w&u=pl1941>.

**Article in an online newspaper from a database**

Natsios, A. S. (2015, July 29). A new approach for south sudan. *New York Times*, p. NA(L).

<http://link.galegroup.com/apps/doc/A423474878/GIC?u=pl1941&xid=7319beed>

**Article from an online newspaper**

Kelling, G. (2009). How New York became safe: the full story. *City Journal*.

<https://www.city-journal.org/html/how-new-york-became-safe-full-story-13197.html>

**Gale Student Databases**

Ireland: Peace Accords. (2016). In *Global Issues in Context Online Collection*. Farmington Hills, MI: Gale.

<http://link.galegroup.com/apps/doc/CP3208520068/GIC?u=pl1941&xid=54fe652f>

**Print Publications (Books, Reference books, etc.)****One author**

Fukuyama, F. (2002). *Our Posthuman Future: Consequences of the biotechnology Revolution*. New York, NY: Farrar.

**Two authors**

Hutcheon, L., & Hutcheon, M. (2000). *Bodily charm: living opera*. Lincoln, NE: University of Nebraska Press.

**More than Twenty authors** (Use et al. Latin for and others, instead of listing all authors.)

**Group authors (corporates, government agencies or organizations as the author)**

American Psychiatric Association. (2005).

**No author given**

*Merriam-Webster's collegiate dictionary* (10th ed.).(1993). Springfield, MA: Merriam-Webster.

**An editor, but no single author**

Lopate, Phillip, (ed.). *The art of the personal essay: an anthology from the classical era to the present*. New York, NY: Anchor-Doubleday, 1994.

**A Work in an Anthology****A poem, short story, essay, or chapter from a collection of works by one author**

Harris, Muriel. (2000). Talk to me: engaging reluctant writers. In Ben Rafoth (Ed.), *A tutor's guide: helping writers one to one* (pp. 24-34). Portsmouth, NH: Heinemann.

**Reference Book (Multi-volume work)**

A chapter in one volume of a **set** of volumes

Weiner, P. (Ed.) (1973). *Dictionary of the history of ideas* (Vols. 1-4). New York, NY: Charles Scribner's Sons.

**An encyclopedia article (author listed)**

Mohanty, Jitendra M. Indian Philosophy. *The New Encyclopaedia Britannica: acropaedia*. (15<sup>th</sup> ed).

**Periodical Print Publications – (Scholarly Journal, Magazine, Newspaper, Review, Abstract, Editorial)**

Basic guidelines: Present journal titles in full, italicize journal titles, and maintain any nonstandard punctuation and capitalization that is used by the journal in its title.

- For example, you should use **PhiloSOPHIA** instead of *Philosophia*, or *Past & Present* instead of *Past and Present*.

**Scholarly Journal**

An article from a quarterly or monthly journal –

Piper, A. (2006) Rethinking the print object: *Goethe and the Book of Everything*. 121(1), 124-38.

**Magazines**

An article from a quarterly or **monthly** magazine

Kates, R. (2000, April). Population and consumption: what we know, what we need to know. *Environment*, 10-19.

An article from a **weekly** magazine

Weintraub, A. (2002, May 6) A thousand-year plan for nuclear waste. *Business Week*, 694-96.

**Newspapers**

An article from a daily newspaper

Chang, K. (2002, April 2) The Melting (Freezing) of Antarctica. *New York Times*, p. F1.

**Citing Web Publications**

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Sinek, S. (2009 Sept). *How Great Leaders Inspire Action* [Video file]. Retrieved from [https://www.ted.com/talks/simon\\_sinek\\_how\\_great\\_leaders\\_inspire\\_action?language=en&utm\\_campaign=tedsread&utm\\_medium=referral&utm\\_source=tedcomshare](https://www.ted.com/talks/simon_sinek_how_great_leaders_inspire_action?language=en&utm_campaign=tedsread&utm_medium=referral&utm_source=tedcomshare).

### Scholarly Journal (online version)

Cadullo, B. (2008). Through the looking glass: the role of memory in *The Glass Menagerie*. *Notes on Contemporary Literature*, 38(4), 5. Retrieved from <http://go.galegroup.com/ps/i.do?p=LitRC&sw=w&u=pl1941>.

### Article in an online newspaper from a database

Natsios, A. S. (2015, July 29). A new approach for south sudan. *New York Times*, p. NA(L). Retrieved from <http://link.galegroup.com/apps/doc/A423474878/GIC?u=pl1941&xid=7319beed>

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### Gale Student Databases

Ireland: Peace Accords. (2016). In *Global Issues in Context Online Collection*. Farmington Hills, MI: Gale. Retrieved from <http://link.galegroup.com/apps/doc/CP3208520068/GIC?u=pl1941&xid=54fe652f>

## Citing Images and Photographs

### Photographs from websites [go back to the original source if possible].

Bassano, A. (1887). *Queen Victoria* [Photograph].

Photographer (date) Title of photograph [Photograph].  
(n.d. for no date).

### Images from websites [go back to the original source if possible].

Partridge, J. (1840). *Prince Albert* [Image].

Person created the image (date). *Title of image* [image].  
(n.d. for no date).

## Documentation: Citing Sources in the Text

1. Place parenthetical documentation in the sentence where a pause would naturally occur (preferably at the end of a sentence), as near as possible to the material documented. The parenthetical reference precedes the punctuation mark.

2. After any quotation, paraphrase, or précis, enter a single space (as between words). Then in parentheses, write the source name, copyright date, and the page number.

- a. Use the author's last name to indicate the source.

Example:

The point has already been argued (Tannen, 2016, p. 178).

- b. If there are two authors, use both last names.

Example:

Others hold the opposite point of view (Jakobson and Waugh 2014, p. 210-15).

- c. If there are four or more authors, use et al. (Fannon, Chan, Ramirez, et al., 2019)

- c. If there is no author, use the title. Use quotation marks or underscore as appropriate for the title.

Example:

Earlier labeled "the Rodney Dangerfield of the environment" ("Importance" 2), wetlands are gaining respect as an integral part of life's interdependence.

- d. If you use more than one work by a given author, you must identify both the author and the work. Separate the author's name from the title with a comma.

Example:

"Since 1950 over 4.5 million acres of wetlands have been lost in the Mississippi flyway alone" (Kusler, "Roles" 43).

- e. If you include the author's name in the text of a sentence that requires documentation, you need not include the author's name in the citation. Instead, include only the page number in the parentheses.

Examples:

According to Jones (1998), "students often had difficulty using APA style, especially when it was their first time" (p. 199)

Note: If both author and page numbers are included in the text of the sentence, no citation is necessary.

Example:

According to Seymour Bloch on page 264 of his book entitled *Benjamin Franklin: His Wit, Wisdom, and Women*, "The accumulation of wealth was desirable...but not for its own sake."

## Title Page

The title page should contain the **title** of the paper, the **author's name**, and the **institutional affiliation**. Include the page header (described above) flush left with the page number flush right at the top of the page. Please note that on the title page, your page header/running head should look like this:

Running head: TITLE OF YOUR PAPER

Looking for more information on APA? On the Purdue OWL webpage there are examples for citing sources and how to write.