

APA Citation Style, 6th edition

Some classes are still using the 5th edition, so be sure to use the right handout!!!

- The Table of Contents is on the back of the handout.
- Examples of citing within the text of the paper appear after the Reference List examples.
- Read the *Changes* section and the *Tips* section because duplication of information is minimized.
- When an exact example is not available, find the closest example and *adapt it* as needed.
- All deviations from the *APA Handbook* were personally okayed by APA's style experts.

The authority for APA style is the *Publication Manual of the American Psychological Association* (called *Handbook* here), which is available at most libraries for in-library use. The *Handbook* is sold by the AC Bookstore and other booksellers.

Changes in the 6th Edition & Exceptions to the *APA Handbook*

—Changes in the 6th edition

DOI numbers for sources. A Digital Object Identifier (DOI) number is like a social security number for a document—a unique, permanent, identifier. APA recommends including DOIs in citations when they are provided by the source. They are not always provided. Print sources rarely provide DOIs. DOIs are assigned by publishers and by CrossRef.org, a non-profit clearinghouse.

Where to look for DOIs. Check the other citation information, the top and bottom of the item, and the copyright area. The reader/instructor can go to <http://crossref.org> and paste in a DOI from a citation to get information about the publication. When DOIs are used, URLs and other publication information are not required, according to APA. DOIs start with a "10" prefix, and they are typically the last item in a citation entry. **Examples:**

Online citation from journal publisher's website

Linhares, A., & Brum, P. (2007). Understanding our understanding of strategic scenarios: What role do chunks play? *Cognitive Science*, 31(6), 989-1007. doi:10.1080/03640210701703725

Journal article from library database. (See the Exceptions section if you want more information.)

Linhares, A., & Brum, P. (2007). Understanding our understanding of strategic scenarios: What role do chunks play? *Cognitive Science*, 31(6), 989-1007. Retrieved from Psychology and Behavioral Sciences Collection database. doi:10.1080/03640210701703725

Electronic book from NetLibrary database

McCafferty, T. (2003). *The market is always right : The 10 principles of trading any market*. Retrieved from NetLibrary database. doi:10.1036/0071416102

Publisher location. Book citations now must include the state in addition to the city. The country is now required for countries outside the U.S., even for well-known cities, e.g., London, England. If the location is not provided, put *N.p.* where it would appear in the citation. (The *n.p.* ruling was made by an APA style expert). **Example:**

Clark, N. J. (2009). *Tall tales from the American West*. N.p.: Jubilee Press.

Retrieval dates of electronic sources can now be omitted except for those whose content is expected to change over time, such as wikis, e.g., Wikipedia. (Note: Even the founder of Wikipedia says it should not be used for serious research.)

Include a format type in square brackets after the title for source types not used routinely. Formats listed in the *Handbook* are letters to the editor, special issues, special sections, monographs, abstracts, audio podcasts, data files, brochures, motion pictures, lecture notes, CDs, computer software, video webcasts, and supplemental material. **Example:**

Research and Training Center on Independent Living. (1993). Guidelines for reporting and writing about people with disabilities (4th ed.) [Brochure]. Lawrence, KS: Author.

Exceptions to the *Handbook* (okayed by experts at APA)

Library database information. The new edition says library database information is not required in citations. However, in response to our inquiry, an APA style expert ruled that including library database information is permitted when it provides the most convenient access. This situation is true of most colleges, including AC. Therefore, include database names in citations *unless your instructor says otherwise*.

When provided in the source information, issue numbers can be included for all electronic periodical citations. An APA style expert said it is “not wrong” to include issue numbers, regardless of how issues are numbered. The *Handbook* recommends *determining* how journal volumes are numbered in order to decide whether to include an issue number for clarity. Determining the page numbering system can be difficult when using the electronic version of a print publication. When provided in the source information, issue numbers can be included for all periodical citations *unless your instructor says otherwise*.

Tips on Authors, Editors, Editions, Capitalization, Formatting, etc.

Arrangement of Reference List entries. Arrange citations alphabetically by the last name of the first author. When there is no named author, the citation begins with the title of the publication.

Author, general information: Only initials are used regardless of how the source presents the name(s). All authors' names are reversed with the last name appearing before the initial(s). Type one space between the initials.

Author, group. An organization can be an author. In the text, the name is written in full upon first mention. When an abbreviated form, such as NASA, is well known, it can be used in later citations in the text of the paper. **Example:**

The report provided by the National Aeronautics and Space Administration (NASA) was described in a NASA news release as “a comprehensive report written for the general public” (NASA, 2007, p. 23).

Author NOT provided. Place the title first in the Reference List citation, and use it for alphabetization purposes. Use a shortened form for citations in the text of the paper.

Article: . . . this finding will soon be “the talk of the scientific community” (“Study Finds,” 2005, p. 2)
Book: . . . the book *College-Bound Seniors* (2008)

Authors, multiple. The entries in the Reference List are in alphabetical order by the first author's last name. **Examples:**

In the Reference List (include them all up to seven authors).

One: Monroe, R. L. (2001).

Two: Monroe, R. L., & Evans, D. J. (1998).

Three to seven: Monroe, R. L., Evans, D. J., Smith, C. T., Brown, J., Jones, J. K., Sweeney, D. N., & Nelson, S. L. (2003).

In the text of the paper

One: (Monroe, 2001, p. 5)

Two: (Monroe & Evans, 2001, p. 5)

Three to seven: Include names of all authors upon first mention. Then use the last name of the first author with *et al.* **Examples:**

Monroe, Evans, Smith, Hensley, and Jones duplicated Johnson's results (2001).

The report was "a new classic in the field" (Monroe et al., 2001, p. 7).

Book citation vs. periodical citation. The citations below represent a book, a journal, and an article from a book, respectively. Notice that only the book citations contain the publisher's name and location (or *n.p.* for no place of publication). Notice also that the second example, a journal article, has an issue number, e.g., (2). Books can have volume numbers but not issue numbers.

Eysenck, M. W. (1976). *Human memory: Theory, research, and individual differences*. Elmsford, NY: Pergamon Press.

Wong, E. (2009). Novel nursing techniques for the Rapid Response System. *International Journal of Nursing Terminologies & Classifications*, 20(2), 53-63.

Baker, F. M., & Lightfoot, O. B. (1993). Psychiatric care of ethnic elders. In A.C. Gaw (Ed.), *Culture, ethnicity, and mental illness* (pp. 517-552). Washington, DC: American Psychiatric Press.

Capitalization of titles. Book titles and article titles are capitalized like a sentence and not in traditional title style. However, words that are always capitalized, such as people's names, are capitalized in citations, e.g., *The ugly American*.

Date, missing/n.d. The publication date for printed works is the copyright date. For electronic works, it can be the date of publication, date of latest update, or date of retrieval. If there is no date, use *n.d.* in the location where the date would go.

Farley, C. J. (n.d.). *Standing on the shoulders of giants*. Retrieved from <http://www.ascp.org>

Edition. See *Book in More than One Edition* in the *Books* section.

Editor. See *Book with an editor* and *Signed article or chapter from a book with an editor* sections in the *Books* section.

Head, running, or header. The running head is an identifying notation at the top of each page. The title (or a shortened form of **no more than 50 characters**) is placed flush left, and the page number is placed flush right. Create the head with the "header" function of your word processor. As shown below, the first-page running head differs from those on other pages because it contains the phrase "Running head" before the title. **Example:**

The first-page running head should look like this:

Running head: PSYCHOTHERAPY AND THE DECEASED 1
Starting with page 2, the running head should look like this:

PSYCHOTHERAPY AND THE DECEASED 2

Indentation. Use a hanging indentation format (see examples). The indentation should be 5-7 spaces or ½ inch.

Interviews, personal. They cannot be retrieved later and are not included in the Reference List. They can be introduced in sentence form in the text of the paper. **Example:** During the interview, T.K. Lutes responded to many probing questions (personal communication, April 18, 2001).

Line-spacing. Double-space the paper and the Reference List.

Margins. One inch on all sides.

Page numbers—When to use *p.* and *pp.* abbreviations in Reference List citations:

Do <u>not</u> use them for periodicals with volume numbers. (Six is the volume, two is the issue.)	Smith, J. (2001). Research trends in 2009. <i>Educator</i> , 6(2): 4-6.
Use them for periodicals without volume numbers.	Smith, J. (2001, May 1). Research trends in 2009. <i>Educator</i> , pp. 4-6.
Use <i>p.</i> if the source is a page or less long.	Use <i>p.</i> instead of <i>pp.</i>
Use them for newspaper articles	New drug appears to sharply cut risk of death from heart failure. (2001, August 3). <i>The Washington Post</i> , p. A12.
Use them for book chapters or articles.	Harker, J. (2006). New directions in the classroom. In L. Poe (Ed.), <i>Educating students in the new century</i> , (pp. 23-25). Washington, DC: Hall Foundation.

Periodicals (journals, magazines, newspapers): Periodical items are published continuously on a regular schedule.

Publisher name: Publishers' names should be shortened whenever possible. Omit words like *Publishers, Co.,* and *Inc.* Retain *Books* and *Press*. **Example:** *Scribner's* instead of *Charles Scribner's Sons*.

Punctuation (spaces). APA recommends two spaces after the period at the end of the sentence to improve comprehension.

Titles, books. *Family mediation: Facts, myths, and future prospects.*

Titles, book chapter. Psychiatric care of ethnic elders.

Titles, journal. *Journal of Personality and Social Psychology.*

Titles, article. Husbands at home: Predictors of paternal participation in childcare and housework.

ELECTRONIC SOURCES

Double-space the entries in the Reference List!

- APA recommends including the same elements in the same order for an electronic source as you would for a print source. Then add as many electronic elements as needed for a reader to locate the item.
- **Issue numbers can be used in all periodical article citations** that provide these numbers *unless your instructor tells you otherwise*. See the *Exceptions* section for an explanation.

- Not all electronic documents have page numbers that can be used in citations.

PDF documents typically have “real” page numbers that can be used in citations. The pages are scanned from a journal or book and show any page numbers from the original. They are displayed by the Adobe Reader, a free reader program available for download at <http://www.adobe.com>.

HTML documents do not have “real” page numbers that can be used in citations. These documents consist of Web page text and not “real” page numbers from a permanent print source. Paragraph numbers or document headings can be used to cite these in the text of your paper. See “Reference Citations in Text of Paper” for information.

- **Prior print information:** If an electronic item was published first in print, your citation must include both the print and electronic information. Almost all items in library databases were published first in print.

Library Databases

This category includes AC Library's online databases such as Academic Search Complete, CINAHL Plus with Full Text, CQ Researcher, Health Reference Center Academic, NetLibrary, Opposing Viewpoints Resource Center, Points of View Reference Center, STAT!Ref, and Psychology and Behavioral Sciences Collection. Retrieval dates are not needed for library databases because the content is stable.

ACADEMIC SEARCH COMPLETE

Scholarly journal, PDF with page numbers, DOI

Wong, E. (2009). Novel nursing techniques for the Rapid Response System. *International Journal of Nursing Terminologies & Classifications*, 20(2), 53-63. Retrieved from Academic Search Complete database. doi:10.1111/j.1744-618X.2009.01116.x

Magazine, HTML with no page numbers

Mardesich, J. (1999, October 25). Online music stocks: Expect plenty of static ahead. *Fortune*, 140(8). Retrieved from Academic Search Complete database.

CINAHL PLUS WITH FULL TEXT

Article from scholarly journal, PDF with page numbers, DOI

Hubbard, I. J., Parsons, M. W., Neilson, C., & Carey, L. M. (2009). Task-specific training: Evidence for and translation to clinical practice. *Occupational Therapy International*, 16(3): 175-189. Retrieved from CINAHL Plus with Full Text database. doi:10.1002/oti.275

Article from trade publication (not scholarly), HTML with no page numbers

Murphy, J. (2006, October 27). Reducing the impact of migraines. *Practice Nurse*, 32(5), 202-203. Retrieved from CINAHL Plus with Full Text database.

Evidence-based care sheets, PDF with page numbers

Note: There are no obvious examples in the *Handbook*. This example interprets these documents as “A Work in a Series.”

Strayer, D. (2006, March 20). Melanoma: The role of immune response. In *Evidence-Based Care Sheet* series. Glendale, CA: CINAHL Information Systems. Retrieved from CINAHL Plus with Full Text database.

Quick Lessons (CINAHL)

Buckley, L. (2006, March 20). Liver cancer. In the *Quick Lessons* series. Glendale, CA: CINAHL Information Systems. Retrieved from CINAHL Plus with Full Text database.

CQ Researcher Database

HTML Version (Default view, HTML with no page numbers).

Clemmitt, M. (2006, November 17). Privacy in peril. *CQ Researcher*, 16(41). Retrieved from CQ Researcher Online database.

PDF Version (Click the View PDF icon if you prefer a PDF document).

Clemmitt, M. (2006, November 17). Privacy in peril. *CQ Researcher*, 16(41), 961-984. Retrieved from CQ Researcher Online database.

Health Reference Center Academic

Article from scholarly journal, PDF with page numbers, no DOI

Carter, L., Rukholm, E., & Kelloway, L. (2009). Stroke education for nurses through a technology-enabled program. *Journal of Neuroscience Nursing*, 41(6): 336-344. Retrieved from Health Reference Center Academic database.

Article from scholarly journal, PDF with page numbers, DOI.

Collier, R. (2010). Smoking rates declines stall. *CMAJ: Canadian Medical Association Journal*, 182(1): p. 49. doi:10.1503/cmaj.109-3122

NetLibrary (e-books)

Electronic version of print book

Prince, S. (2003). *Classical film violence: Designing and regulating brutality in Hollywood cinema, 1930-1968*. [NetLibrary version]. Retrieved from NetLibrary database.

Opposing Viewpoints Resource Center (Pro/Con)

Article from book, HTML with no page numbers

Skiar, H. (2004). Increasing the minimum wage can help the working poor. In K. Balkin (Ed.), *Opposing Viewpoints: Poverty*. San Diego, CA: Greenhaven. Retrieved from Opposing Viewpoints Resource Center database.

Article from magazine, HTML with no page numbers

Califano, J. A., Jr. (2007, May). Wasting the best and the brightest: Alcohol and drug abuse on college campuses. *America*, 196(19). Retrieved from Opposing Viewpoints Resource Center database.

Article from scholarly journal, PDF with page numbers

Satel, S., and Stolba, C. (2001). Who needs medical ethics? *Commentary*, 111(2): 37-41. Retrieved from Opposing Viewpoints Resource Center database.

Points of View Reference Center (Pro/Con)

Article from book (N.p. = no city of publication)

Wagner, G. (2009). Point: Music censorship is necessary to protect children. In *Points of view: Music censorship* (p. 2). N.p.: Great Neck Publishing. Retrieved from Points of View Reference Center database.

Articles from magazine (It has no volume number, so pp. must be used.)

Clifton, G. (2009, June 8). Healing health care. *America*, pp. 10-13. Retrieved from Points of View Reference Center database.

Article from scholarly journal, PDF with page numbers

Perry, R. (2003). Who wants to work with the poor and homeless?" *Journal of Social Work Education*, 39(2), 321-341. Retrieved from Points of View Reference Center database.

Psychology and Behavioral Sciences Collection

Article from scholarly journal, PDF with page numbers, DOI provided

Hughson, A. L., & Boakes, R. A. (2009). Passive perceptual learning in relation to wine: Short-term recognition and verbal description. *Quarterly Journal of Experimental Psychology*, 62(1): 1-8. Retrieved from Psychology and Behavioral Sciences database. doi:10.1080/17470210802214890

STAT!Ref

Click *show* on the *show/hide bibliography* link at the bottom of the article to view publication facts.

Signed Article in a Book

Barkun, J. S., Prosanto, C., & Barkun, A. N. (2006). Jaundice. In American College of Surgeons (Ed.), *ACS Surgery: Principles & Practice 2009*. U.S.A.: Decker. Retrieved from STAT!Ref Online Electronic Medical Library database.

World Wide Web

- APA no longer requires a retrieval date unless the content is expected to change.
- When you need to divide an electronic address from one line to the next, break only after a slash or before a period. Do not put a period after the ending URL.
- Also see information under the *Electronic Sources* heading.

Web page, signed

Daly, B. (1997). Writing argumentative essays. Retrieved May 12, 1998, from <http://www.eslplanet.com/teachertools/arguweb/frntpage.html>

Web document without an author (start with title)

Social constructionism. (2001, May 1). Retrieved June 3, 2005, from http://sites.unc.edu/~daniel/social_constructionism/

Web document with no author and no date (shown as n.d.)

What is the future of America? (n.d.). Retrieved June 7, 2003, from <http://www.futurewatchers.org/america/>

Web document from a university or government agency web site (*Occupational Outlook Handbook*)

McConnell, L. M. (2001, August 17). Genetic testing and Alzheimer's disease: Has the time come? Retrieved January 28, 2005, from Stanford University, Project in Genomics, Ethics, and Society Web site: <http://scbe.Stanford.edu/pges>

U.S. Department of Labor, Bureau of Labor Statistics. (2007, December 17). *Occupational outlook handbook, 2010-11 edition: Accountants and auditors*. Retrieved from <http://www.bls.gov/oco/ocos001.htm>

Web document from online journal, PDF with page numbers

Jacobson, J. W., Mulick, J. A., & Schwartz, A. A. (1995). A history of facilitated communication: Science, pseudoscience, and antiscience. *American Psychologist, 50*(7), 750-765. Retrieved from <http://www.apa.org/journals/jacobson.html>

Article in an online journal with no page numbers

Wissink, J. A. (2000). Techniques of smoking cessation among teens and adults. *Adolescent Medicine, 2*(3). Retrieved from <http://222.easu.edu/AdolescnetMedince/2-Wissink.html>

Web document from online magazine (Use pp. when there is no volume number and/or discontinuous pages.)

Sleek, S. (1996, January). Psychologists build a culture of peace. *APA Monitor*, pp. 1, 33. Retrieved December 3, 1999, from <http://www.apa.org/monitor/peacea.html>

Article in an online newspaper

Pear, R. (2001, January 23). Gains reported for children of welfare to work families. *The New York Times on the Web*. Retrieved from <http://www.nytimes.com/2001/01/23/national/23/WELF.html>

YouTube Online Video

Norton, R. (2006, November 4). How to train a cat to operate a light switch [Video file]. Retrieved from <http://www.youtube.com/watch?v=Vja83KLQXZs>

PRINT BOOKS

Double-space the entries in the Reference List!

Book by a single author

Eysenck, M. W. (1976). *Human memory: Theory, research, and individual differences*. Elmsford, NY: Pergamon Press.

Book by three to seven authors

Coates, J. F., Mahaffie, J. B., Hines, A., & Contes, J. F. (1996). *2025: Scenarios of U. S. and global society reshaped by science and technology*. Akron, OH: Oakhill Press.

Book by eight or more authors (List the first seven followed by "et al." in the citation.)

Wimple, P. B., Van Wijk, M., Potts, C. A., Hayes, J., Obergau, W. R., Zimmer, S., et al. (2001). *Case studies in moral decision making among adolescents*. San Francisco, CA: Jossey-Bass.

Book by a group or corporate author

National Research Council. (1999). *Funding a revolution: Government support for computing research*. Washington, DC: National Academy Press.

—When the author and publisher are the same, use *Author* as the publisher.

American Psychiatric Association. (1994). *Diagnostic and statistical manual of mental disorders* (4th ed.). Washington, DC: Author.

Book with no named author

United Press International stylebook: The authoritative handbook for writers, editors, and news directors (3rd ed.). (1992). Lincolnwood, IL: National.

Note: "United Press International" is widely known as "UPI." This source would be cited in the text of the paper the first time it appears as "(United Press International, 1992)." Afterwards the acronym "UPI" should be used.

Book with an editor

Bailey, R. (Ed.). (1995). *The true state of the planet*. New York, NY: Free Press.

Norris, S., & Stevenson, B. (Eds.). (1998). *Ecology for a strong earth*. New York, NY: Longman.

Signed article or chapter from a book with an editor

Baker, F. M., & Lightfoot, O. B. (1993). Psychiatric care of ethnic elders. In A.C. Gaw (Ed.), *Culture, ethnicity, and mental illness* (pp. 517-552). Washington, DC: American Psychiatric Press.

Book in more than one edition

Mitchell, T. R., & Larson, J. R., Jr. (1987). *People in organizations: An introduction to organizational behavior* (3rd ed.). New York, NY: McGraw-Hill.

Use "Rev. ed." for revised editions.

Book in a series (Information Plus Series)

Weier, J. W. (2006). *Capital punishment: Cruel and unusual?* In *Information Plus Reference Series*. Detroit, MI: Thomson Gale.

Brochure, corporate author

Research and Training Center on Independent Living. (1993). *Guidelines for reporting and writing about people with disabilities* (4th ed.) [Brochure]. Lawrence, KS: Author.

Dictionary

Sadie, S. (Ed.). (1980). *The new Grove dictionary of music and musicians* (6th ed., Vols. 1-20). London, England: Macmillan.

Encyclopedia article without a named author

Scotland. (2000). In *World book encyclopedia* (Vol. 10, p. 79). Chicago, IL : World Book Encyclopedia.

Government publication

U.S. Census Bureau. (2006). Deaths—Life years lost and mortality costs by age, sex, and cause: 2000 and 2002. No. 118. *Statistical abstract of the United States: 2007*. Washington, DC: U.S. Government Printing Office.

—The handbook below is the one shelved in the Reference Department at the AC Library.

U.S. Department of Labor, Bureau of Labor Statistics. (2008). *Occupational outlook handbook* (2009 ed.). New York, NY: Skyhorse.

—Others may be published by the U.S. Government Printing Office.

U.S. Department of Labor. Bureau of Labor Statistics. (2006). Registered nurses. *Occupational outlook handbook*. 2006-07 Library ed. Washington, DC: U.S. Government Printing Office.

PRINT PERIODICALS (Journals, Magazines, Newspapers)

Double-space the entries in the Reference List!

- **DOI numbers.** The first example shows an article with a DOI number.
- **Issue numbers for print periodicals.** If you have access to the journals, examine them to see if each issue starts over with Page 1. If it does, you need to include the issue number in the citation. If the page numbers run continuously throughout the issues of a volume without starting over, do NOT include the issue number. It is not needed. Do use issue numbers for electronic periodical citations *unless your instructor tells you otherwise*.

Print journal article with DOI number

Klimoski, R., & Palmer, S. (1993). The ADA and the hiring process in organizations. *Consulting Psychology Journal: Practice and Research*, 45(2), 10-36. doi:10.1037/1061-4087.45.2.10

Journal article, one author

Duffy, M. E. (2005). Guidelines for otitis media: A valuable resource for evidence-based practice. *Clinical Nurse Specialist*, 19(3), 117-120.

Journal article, two authors

Klimoski, R., & Palmer, S. (1993). The ADA and the hiring process in organizations. *Consulting Psychology Journal: Practice and Research*, 45(5), 10-36.

Journal article, three to seven authors

Saywitz, K. J., Mannarino, A. P., Berliner, L., & Cohen, J. A. (2000). Treatment for sexually abused children and adolescents. *American Psychologist*, 55(9), 1040-1049.

Journal article, more than seven authors

Harris, M., Karper, E., Stacks, G., Hoffman, D., DeNiro, R., Cruz, P., et al. (2001). Writing labs and the Hollywood connection. *Journal of Film and Writing*, 44(5), 213-245.

Monthly or weekly magazine

Posner, M. I. (1993, October 29). Seeing the mind. *Science*, 262(7), 673-674.

Newsletter article, no author

The new health-care lexicon. (1993, August/September). *Copy Editor*, 4(1), 1-2.

Daily newspaper article, discontinuous pages

Schwartz, J. (1993, September 30). Obesity affects economic, social status. *The Washington Post*, pp. A1, A4.

A work discussed in another work

—*How to cite in the text of the paper:*

Jameson and Freeman's study (as cited in Atkins, 1990) provided exciting breakthroughs.

—How to cite in the Reference List:

Atkins, J. E. (1990). Memory studies in identical twins. *Twin Studies Journal*, 10(10), 589-608.

OTHER FORMATS

Double-space your entries!

Motion pictures (use for videos and DVDs)

Scorsese, M. (Producer), & Lonergan, K. (Writer/Director). (2000). *You can count on me* [Motion picture]. United States: Paramount Pictures.

Interviews, personal

Interviews are not included in the Reference List because they are not retrievable by the reader. They are included in the text of the paper as shown below:

K. Jones (personal communication, August 21, 2006) stressed that controls must be rigorous if a study is to be accepted as valid.

REFERENCE CITATIONS IN THE TEXT OF THE PAPER

What is a reference citation in the text?

- In-text citations are brief notations in the text of a research paper that direct readers to related entries in the Reference List.
- For quotes, the in-text citation should contain the author's last name, the date, and the page number. For sources without page numbers, use paragraph numbers if the source provides them. If the source provides headings but no page numbers or paragraph numbers, include the heading and count the paragraph numbers from there. **Example:** "...their physical condition" (Discussion section, para. 1).
- For paraphrased material (rewritten in your own words), APA "encourages" you to include the page number along with the author's name and the date.
- The author's name can be included in the text of the sentence, or it can be enclosed in parentheses with the date. (See *One work by one author* below).
- When the author is an organization, use its name in the citation.
- When there is no author, use the first few words of the title in quotation marks along with the date. Example: The veteran politician blamed his actions on the stresses of his office ("Politician Blames," 2002).

Page numbers in electronic sources

Online sources can appear in two formats: PDF and HTML. Page numbers are handled differently for each document type.

- **PDF:** These documents look like a photocopy of a print original because they are scanned in. These page numbers do not change and should be used in citations. PDF documents are usually easier to cite for this reason.
- **HTML:** These documents are created as Web pages. They have only "artificial" page numbers such as "Page 1 of 3" that are assigned by browsers like Internet Explorer or Firefox. This type of page number cannot be used in citations.

One work by one author

In-text citation examples without a direct quote (rewritten/paraphrased).

Smith asserted that the controversy surrounding his research is due to envy on the part of his colleagues (1999).

The controversial scientist accused colleagues of criticizing his research because they envy him (Smith, 1999).

In his 1999 article, Smith said the controversy surrounding his research stems from the envy of his colleagues.

In-text citation examples with a direct quote (includes page number of quoted material).

“They are stirring up controversy about my research because they are envious,” Smith asserted (1999, p. 23).

The controversial scientist recently angered his colleagues by stating that they are “stirring up controversy about my research results because they are envious” (Smith, 1999, p. 23).

In his 1999 article in the *Journal of Senseless Scientific Controversies*, Smith asserted that his colleagues are “stirring up controversy about my research because they are envious” (p. 23).

Reference List entry for this journal citation

Smith, J.C. (1999). Scientist accuses colleagues of envy: Smith is at it again. *Journal of Senseless Scientific Controversies*, 4(3): 23-24.

One work, two to seven authors (first mention)

Wasser, Zappula, Rosen, Gerstman, and Rock (1997) wrote that Smith’s allegations were “preposterous” (p. 3).

Later mentions:

Wasser et al. (1997) described Smith as a “ridiculous figure filled with self-importance” (p. 3).

One work, eight or more authors

Cite the first author’s surname, followed by “et al.” (typed as shown below) and the year for the first and later citations.

Williams et al. (1998) found that the Smith study was “seriously flawed” and “hard to believe” (p. 16).

Groups as authors (e.g., corporations, government agencies, associations)

Spell out the names of group authors the first time they appear. If the group is well known by an abbreviation, the abbreviation can be used in later mentions. For organizations without a well-known abbreviation, spell out the name each time it appears.

The American Medical Association (AMA) released the results of its malpractice insurance survey conducted in 2005, and a spokesperson called the implications “troubling” (2006, p. 5). However, new solutions are said to be “on the horizon” (AMA, 2006, p. 7).

The names of groups without a well-established abbreviation should be written in full each time

The Association of Abraham Lincoln Scholars released its conference report that discussed the “continuing proliferation” of books about former president (2003, p. 5).

Works with no stated author

The first few words of the Reference List entry (usually the title) should be cited in the text along with the date. They should be enclosed in quotation marks. Italicize the title of a periodical, book, brochure, or report.

In-text (article)

Many more careers are now available for women, and, consequently, the nursing shortage is expected to continue for the foreseeable future (“Nursing,” 2003).

Citation (article) (one page)

The nursing shortage. (2003, Fall). *Minority Nurse Newsletter*, 10, p. 3.

Citing 40 words or more of text (block quotation):

The parenthetical reference is included after the final punctuation. No period appears after the reference.

Drucker (1985) defines *innovation* as:

the specific tool of entrepreneurs, the means by which they exploit change as an opportunity for a different business or a different service. Entrepreneurs need to search purposefully for the sources of innovation, the changes and their symptoms that indicate opportunities for successful innovation. (p. 20)

If you believe you have spotted an error on this handout, please describe it in an e-mail to jkcomerford@actx.edu (Jana Comerford). We welcome your assistance in providing accurate information.

Reference List

Amato, C. (2002). *The world's easiest guide to using the APA* (3rd ed.). Corona, CA: Stargazer.

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

Perrin, R. (2007). *Pocket guide to APA style* (2nd ed.). Boston, MA: Houghton.

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