

APA Documentation

This handout is only a guide and cannot address every type of source, so please use the *Publication Manual of the American Psychological Association* (6th edition) if you have questions. It can be found in the reference section of the NACC Library, and the call number is [REF] BF 76.7 .P83 2010.

General Format for a Paper

The general format for papers written in APA style is covered in Chapter 2 of the *Publication Manual of the American Psychological Association* (6th edition). Your paper may not need all of the parts described in that chapter **so follow the instructions of your instructor**. Usually, an APA-style essay consists of four parts: a title page, an abstract, the main body/text, and a reference list.

APA-style essays are usually typed, double-spaced, on 8.5- x11-inch paper, with margins of 1 inch on all sides. Each page should have a running head at the upper left and a page number at the upper right corner. The pages should be numbered consecutively, beginning with the title page. The reference list should begin on a separate page following the text of the paper. This page should have the title References centered at the top of the page. See the publication manual for an example of a title page, reference page, etc.

Handling References in Your Text

When using APA format, 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. Referencing citations in the text is covered in Chapter 6 of the *Publication Manual of the American Psychological Association* (6th edition). APA uses the author-date method of in-text citation. When referring to information gathered from a work (book, article, etc.), even if you are not directly quoting the material, you must show the author's name and year of publication in your in-text reference.

Examples:

- Smith (2005) noted a direct correlation in time spent studying and higher GPAs.
- In a recent study of GPAs, Smith (2005) concluded that there was a correlation between time spent studying and higher GPAs.
- In 2005, Smith compared GPAs and time spent studying.

In the case where there is no author given, such as when you are citing an anonymous article or 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. Then, give the full citation in the reference list at the end of the paper.

- Past studies regarding GPAs and time have had conflicting findings ("Findings," 2005).

Reference List

Your reference list should appear at the end of your paper. It provides the reader with a list of sources you used to write your essay in case he/she wants to retrieve the original articles, books, etc.

Print Books

Book (with one author)

Last name of author, Initial of author's first name. Initial of author's middle/maiden name. (Year of publication). *Title of book*. City and state of publication: Publishing company.

Example:

Smith, J. A. (2010). *Capital punishment: A fresh look*. Hoboken, NJ: Macmillan.

Book (with two authors)

Last name of first author, Initial of first author's first name. Initial of first author's middle/maiden name, & Last name of second author, Initial of second author's first name. Initial of second author's middle/maiden name. (Year of publication). *Title of book*. City and state of publication: Publishing company.

Example:

Smith, J. A., & Cooper, T. M. (2008). *Testing children with ADHD: A guidebook for professionals*. Boston, MA: Red School Press.

Book (with no author but an editor)

Last name of editor, Initial of editor's first name. Initial of editor's middle/maiden name. (Ed.) (Year of publication). *Title of book*. City and state of publication: Publishing company.

Example:

Jones, C. T. (Ed.). (2007). *Adoption: A good alternative*. Austin, TX: High Noon Press.

A Short Work (Essay/Chapter/Entry) in a Longer Work (Reference Book/Anthology)

Last name of author, Initial of author's first name. Initial of author's middle/maiden name. (Year of publication). Title of chapter/essay/article. In Editor's name (Ed.), *Title of longer work* (page numbers*). City and state of publication: Publishing company.

*Use p. for articles appearing on only one page and pp. for articles appearing on more than one page.

Example:

Allen, A. L. (2006). Privacy in health care. In T. Holmes (Ed.), *Encyclopedia of bioethics* (pp. 46-49). Hoboken, NJ: Random House.

Below shows an example of a reference book in which the authors of the individual entries/essays are not identified.

Irony in the writing of Jonathan Swift. (2009). In H. Bloom (Ed.), *Great writers* (pp. 62-67). Chicago: Houghton Mifflin Publishing.

Articles in Print Periodicals (Magazines, Journals, Newspapers)

Print Magazine Article

Last name of author, Initial of author's first name. Initial of author's middle/maiden name. (Date of Publication). Title of article. *Title of magazine, Volume Number*(Issue number), page numbers.

Example:

Sims, M. S. (2010, March). Controlling your anger. *Psychology Today, 114*(2), 26-29.

Print Scholarly Journal Article

Last name of author, Initial of author's first name. Initial of author's middle/maiden name. (Date of Publication). Title of article. *Title of Journal, Volume Number*(Issue number), page numbers.

Example:

Hanks, P. T. (2008). Euthanasia: Considering the options. *New England Journal of Medicine, 31*(6), 43-55.

Article in a Newspaper

Last name of author, Initial of author's first name. Initial of author's middle/maiden name. (Date of article). Title of article. *Title of newspaper*, page numbers.*

*Use p. for articles appearing on only one page and pp. for articles appearing on more than one page.

Example:

Williams, J. S. (2005, October 14). Immigration laws cause protests. *New York Times*, pp.A1, A4.

Online/Electronic Sources

Because online materials can potentially change URLs, APA recommends providing a Digital Object Identifier (DOI), when it is available, as opposed to an URL. DOIs are unique alphanumeric codes assigned to an article. Many, but not all, publishers will provide an article's DOI on the first page of the document.

Electronic Version of Print Book without DOI (eBook from NACC Library)

Last name of author, Initial of author's first name. Initial of author's middle/maiden name. (Year of Publication). *Title of eBook* [version]. Retrieved from web address

Example:

Spitzer, R. J. (1998). *The Politics of Gun Control* [NetLibrary version]. Retrieved from <http://www.netlibrary.com>

Online Magazine Article with DOI from the Alabama Virtual Library or Other Online Database

Similar to Print Magazine Article (page 3) except the page numbers will be omitted and the web address will be added to the citation (see example below)

Example:

Sims, M. T. (2009, December). Controlling your anger. *Psychology Today*, 25(5).
doi:10.1108/009053452586J999158

Online Journal Article with DOI from the Alabama Virtual Library or Other Online Database

Similar to Print Journal Article (page 3) except the page numbers will be omitted and the web address will be added to the end of the citation (see example below)

Example:

Davidson, K. F. (2009). Globalization. *Journal of Economics*, 24(3). 45-50. doi:10.5466/8649K15343312

Online Newspaper Article without DOI from the Alabama Virtual Library, Newsbank, or Other Online Database

Same as Print Newspaper Article (page 3) except the page numbers will be omitted and the web address will be added to the end of the citation (see example below).

Example:

Williams, J. S. (2005, October 14). Immigration laws cause protests. *New York Times*. Retrieved from <http://www.newsbank.com>

Other Various Sources

Webpage (non-periodical)

Last name of author, Initial of author's first name. Initial of author's middle/maiden name. (Date of publication). Title of page. Retrieved from webpage address

Example:

American Heart Association (2009). Preventing Heart Attacks. Retrieved from <http://www.aha.org>

Message Posted to Listserv

Smith, J. H. (2007, May 3). Re: Capital punishment statistics [Electronic mailing list message]. Retrieved from <http://paralegalstudents.groups.yahoo.com/message/890>

Video

American Psychological Association. (Producer). (2000). *Bipolar disorder* [DVD]. Retrieved from <http://www.apa.org/videos/>