

AMERICAN PSYCHOLOGICAL ASSOCIATION (APA) *Citation Style*

The American Psychological Association (APA) style is the preferred form of documenting research sources in various fields, including business, the social sciences, and nursing. The following guide is a collection of information taken from 6th Edition of the *Publication Manual of the American Psychological Association* (2010).

Please note that not all information regarding APA citation style is included in this guide. Students are encouraged to consult the APA Manual or meet with a tutor if they have any questions not addressed in this guide.

DOCUMENTING SOURCES

Note the following general guidelines for referencing in the APA style:

1. Material borrowed from *all* sources must be documented *within the text* by a brief parenthetical reference to avoid plagiarism.
2. *All* sources cited in a paper must be listed in the References section located at the end of the paper.
3. Numbered footnotes or author notes are used to present supplementary information. In-text citations and the reference list are *requirements* of all research papers, while footnotes and author notes are optional.

IN-TEXT CITATIONS

Basic Format: (Author's last name, publication year, page or paragraph number).

The in-text citation of sources has two requirements:

1. They must include just enough information for the reader to locate the appropriate source in the list of references.
2. They must include just enough information for the reader to locate the place in the source where the borrowed material appears.

NOTE: The page or paragraph number should only be included when citing direct quote or when referring to a specific chapter. It is encouraged when paraphrasing or summarizing. Page numbers are denoted by "p." ("pp." for multiple page numbers). Paragraph numbers are denoted by "para" or the paragraph symbol.

- If consecutive pages are cited, use a hyphen between the first and last pages (e.g., pp.76-78). If several pages are cited, use a comma (e.g., pp. 76-78, 81).
- If two references with six or more authors shorten to the same form, cite the surnames of the first authors and of as many of the subsequent authors as are necessary to distinguish the two references, followed by "*et al.*"

Placing and Punctuation of In-Text Citations

- Parenthetical reference should be placed at the end of the sentence, *before* the final period.
- On some occasions, the reference can be placed *within* the sentence to clarify its relationship to the part of the sentence it documents.
- When the reference documents a long quotation that is set off from the text, place it at the end of the passage *after* the final period.
- Join the names in a multiple-author citation, in running text, by the word *and*. Join the names by an ampersand (&) in parenthetical material, in tables and captions, and in the reference list.

➤ An author not named in the text

In a recent study, women had significantly faster reaction times than men (Rogers, 1994).

➤ An author named in the text

Rogers (1994) compared reaction times of women and men.

➤ A work with two authors

In a recent study of memory, ethnic differences were tested (Rogers & Bradley, 1994).

➤ A work with three, four, or five authors

Cite all authors the first time the reference occurs; in subsequent citations, include only the surname of the first author followed by "et al." and the year if it is the first citation of the reference with a paragraph.

Wasserstein, Zappulla, Rosen, Gerstman, and Rock (1994) found [Use as first citation in text.]

Wasserstein et al. (1994) found [Use as subsequent first citation per paragraph thereafter.]

Wasserstein et al. found [Omit year from subsequent citations after first citation within a paragraph.]

**Note: If two references with the same year shorten to the same form (e.g., both Bradley, Ramirez, & Soo, 1994, and Bradley, Soo, Ramirez, & Brown, 1994, shorten to Bradley et al., 1994). Cite the surnames of the first authors and of as many of the subsequent authors as necessary to distinguish the two references, followed by a comma and "et al." Bradley, Ramirez, and Soo (1994) and Bradley, Soo, et al. (1994)*

- A work with six or more authors

Cite only the surname of the first author followed by "et al." and the year for the first and subsequent citations.

Kosslyn et al. (1994) found

- Groups as Authors

Cite a group author in full if the abbreviation would not be readily understandable.

University of Pittsburgh. (1993). [Entry in reference list.]

(University of Pittsburgh, 1993) [All text citations.]

Cite a group author with an abbreviation that is readily understandable.

National Institute of Mental Health. (1991). [Entry in reference list.]

(National Institute of Mental Health [NIMH], 1991) [First text citation.]

(NIMH, 1991) [Subsequent text citations.]

- A work by an author (or by the same two or more authors in the same order) of two or more works with the same publication date

Order the references alphabetically by the title that immediately follows the date element. Identify the different works by the suffixes a, b, c, and so forth after the year.

Several studies (Johnson, 1991a, 1991b, 1991c)

- A work by an author who has the same last name as another author

Include the first author's initials in all text citations, even if the year of publication differs. Initials help the reader to avoid confusion within the text and to locate the entry in the list of references.

R.D. Luce (1959) and P.A. Luce (1986) also found

- An unsigned work

Cite the first few words of the reference list entry (usually the title) and the year.

...on free care ("Study Finds," 1982)

**Note: When a work's author is designated as "Anonymous," cite the word Anonymous followed by a comma and the date:*

(Anonymous, 1993)

- An indirect or secondary source

Give the secondary source in the reference list. In the text, name the original work and give a citation for the secondary source.

Seidenberg and McClelland's study (as cited in Coltheart, Curtis, Atkins, & Haller, 1993)

- More than one work in the same parentheses

Arrange two or more works by the same authors in the same order by year of publication.

Past research (Edeline & Weinberger, 1991, 1993)

List two or more works by different authors in alphabetical order by the first author's surname. Separate the citations by semicolons.

Several studies (Balda, 1980; Kamil, 1988; Pepperberg & Funk, 1990)

- A multivolume work

If more than one volume is referenced, include the volume number after the author's last name, a colon, then the appropriate page number.

(Blotner 2: 247)

- Personal Communications (e.g., letters, memos, E-mail, discussion groups, telephone conversations, interviews, e-mail, etc.)

**Note: Be cautious, it is possible to send an email note disguised as someone else. Authors – not editors – are responsible for verifying the source of email communications.*

Because they do not provide recoverable data, personal communications are not included in the reference list. They are only cited in the text. Give the initials as well as the surname of the communicator, and provide as exact a date as possible.

K.W. Schaie (personal communication, April 18, 1993)

- A web site

To direct readers to an entire web site (but not a specific document on the site), it's sufficient to give the web address in the text.

To cite specific parts of a Web document, indicate the chapter, figure, table, or equation as appropriate. For quotations, give page numbers (or paragraph numbers) if they are available.

As Myers (2000, ¶ 5) aptly phrased it, "positive emotions are both an end – better to live fulfilled, with joy [and other positive emotions] – and a means to a more caring and healthy society."

**Note: The abbreviation "para" can be substituted for the ¶ symbol if unavailable. If page or paragraph numbers are not available (i.e., they are not visible to every reader), they can be omitted from the in-text citation. With most browsers, readers will be able to search for the quoted material.*

PREPARING THE LIST OF REFERENCES

- Begin a *new page* at the end of the paper entitled References. *Center* the title one inch from the top. *Do not underline* or use quotation marks.
- Double-space between the title and the first entry, and between entries. The first line is flush left and each successive line indented one-half inch, which is called a "hanging indent."
- List entries in alphabetical order according to authors' last names. For unknown authors, list in alphabetical order according to the first word of the title (exclude A, An, The). **DO NOT** change the order of author names in a multi-author work. The names should be listed in the same order as presented in the work.
- If there is no author or editor, place the title in the author position. Alphabetize by the first significant word in the title. In text, use a short title (or the full title if it is short) for the parenthetical citation: ("The New Health-Care Lexicon," 1993).
- If two or more cited works are by the same author within the same year, list them in alphabetical order by the title and distinguish them by adding the letters a, b, c, etc., to the year.
- Alphabetize group authors by the first significant word of the name. When the author and publisher are identical, use the word *Author* as the name of the publisher.
- Separate author, title, and publication information with a period followed by one space.
- Except for poems, short stories, essays, and articles, not every word in the title of the works being cited is capitalized. Only the first word in the title, the first letter after a semicolon in the title, and any proper nouns in the title are capitalized.
- Italicize longer titles from books and the name of newspapers or journals. Underlining is used in place of the italics if the italic typeface is unavailable.

BOOKS

- A book, one author

Steinbach, R.A. (1968). *Pain: A psychophysiological analysis*. New York: Academic Press.

- A book, two authors

Smith, R.J., & Gibbs, M. (1994). *Navigating the Internet*. Indianapolis, IN: Sams.

Note: Except for Baltimore, Boston, Chicago, Los Angeles, New York, Philadelphia, and San Francisco, publishers located in other states should include that state's two-letter postal abbreviation after the city as shown in the example above.

- A book, three or more authors

McMahan, E., Day, S., & Funk, R. (1993). *Nine short novels by American women*. New York: St. Martin's.

- A book, third edition, with Jr. in name

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

- A book with a group author or government agency as publisher

Australian Bureau of Statistics. (1991). *Estimated resident population by age and sex in statistical local areas, New South Wales, June 1990(No.3209.1)*. Canberra, Australian Capital Territory: Author.

- An edited book

Gibbs, J.T., & Huang, L.N. (Eds.). (1991). *Children of color: Psychological interventions with minority youth*. San Francisco: Jossey-Bass.

For a book with one author and one editor, give the author first, and list the editor in parentheses after the title.

Gibbs, J.T. (1991). *Children of color: Psychological Intervention with a minority youth*. (Huang, L.N., Ed.). San Francisco: Jossey-Bass.

- A translation

Dostoevsky, F. (1992). *Devils* (M.R. Katz, Trans.). Oxford, England: Oxford University Press.

- A book by an anonymous author

If the work is signed "Anonymous", use Anonymous as if it were a true name.

Anonymous. (1996). *Studying gray matter*. New York: Macmillan.

- A book with no author or editor

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

- A revised edition book

Rosenthal, R. (1987). *Meta-analytic procedures for social research* (Rev. ed.). Newbury Park, CA: Sage.

- Several volumes in a multivolume edited work, publication over period of more than one year

Koch, S. (Ed.). (1959-1963). *Psychology: A study of science* (Vols. 1-6). New York: McGraw-Hill.

- Encyclopedia or dictionary

For major reference works with a large editorial board, you may list the name of the lead editor, followed by "et al."

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

- Brochure, corporate author

Format references to brochures in the same way as those to entire books. In brackets identify the publication as a brochure.

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

PERIODICALS

Periodicals include journals, magazines, and scholarly newsletters.

Basic Format: Author's last name, first name. (Publication date). Title of article. *Title*, volume, page number(s). (Finish the entry with a period).

- Capitalize only the first word of the article title and of the subtitle, if any, and any proper names; do not underline the article title or place quotation marks around it.

- Enclose non-routine information that is important for identification and retrieval in brackets immediately after the article title (e.g., [Letter to the editor]). Brackets indicate a description of form, not a title.

➤ Journal article, one author

Bakerian, D.A. (1993). In search of the typical eyewitnesses. *American Psychologist*, 48, 574-576.

➤ Journal article, two authors, journal paginated by issue

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

➤ Journal article, three or more authors

Kneip, R.C., Delamater, A.M., Ismond, T., Milford, C., Salvia, L., & Schwartz, D. (1993). Self- and spouse ratings of anger and hostility as predictors of coronary heart disease. *Health Psychology*, 12, 301-307.

➤ An article or chapter in an edited book

Massaro, D. (1992). Broadening the domain of the fuzzy logical model of perception. In H.L. Pick, Jr., P. van den Broek, & D.C. Knill (Eds.), *Cognition: Conceptual and methodological issues* (pp. 51-84). Washington, DC: American Psychological Association.

➤ Magazine article

Give the date shown on the publication – month for monthlies, or month and date for weeklies. Also include the volume number.

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

➤ Newsletter article

Give the date as it appears on the issue. Include the volume number.

Brown, L.S. (1993, Spring). Antidomination training as a central component of diversity in clinical psychology education. *The Clinical Psychologist*, 46, 83-87.

➤ Newsletter article, no author

The new health-care lexicon. (1992, August/September). *Copy Editor*, 4, 1-2.

➤ Daily newspaper article, no author

Precede page numbers for newspaper articles with "p." or "pp.". If an article appears on discontinuous pages, give all page numbers and separate the numbers with a comma (e.g., pp. B1, B3, B5-7).

New drug appears to sharply cut risk of death from heart failure (1993, July 15). *The Washington Post*, p. A12.

Note: If the source you are citing is a letter to the editor, place "Letter to the editor" in brackets after the newspaper title, before the period.

Markovitz, M.C. (1993, May). Inpatient vs. outpatient [Letter to the Editor]. *APA Monitor*, p. 3.

➤ Entire issue of a journal

For retrievability, provide the issue number instead of page numbers.

Barlow, D.H. (Ed.). (1991). Diagnoses, dimension, and DSM-IV: The science of classification [Special issue]. *Journal of Abnormal Psychology*, 100(3).

➤ Abstract as an original source

If the title of the periodical does not include the word abstracts, place Abstract in brackets between the abstract title and the period.

Woolf, N.J., Young, S.L., Fanselow, M.S., & Butcher, L.L. (1991). MAP-2 expression in cholinceptive pyramidal cells of rodent cortex and hippocampus is altered by Pavlovian conditioning. *Society for Neuroscience Abstracts*, 17, 480.

➤ Abstract from a secondary source

If only the abstract, not the entire article, is used as the source, cite the collection of abstracts in parentheses at the end of the entry (it is preferable to read and cite the original document). If the date of the secondary source is different from the date of the original publication, cite in text both dates, separated by a slash, with the original date first.

Nakazato, K., Shimonaka, Y., & Homma, A. (1992). Cognitive functions of centenarians: The Tokyo Metropolitan Centenarian Study. *Japanese Journal of Developmental Psychology*, 3, 9-16. (From *PsycSCAN: Neuropsychology*, 1993, 2, Abstract No. 604)

➤ Periodical published annually

Treat series that have regular publication dates and titles as periodicals, not books. If the subtitle changes in series published regularly, such as topics of published symposia (e.g.,

the Nebraska Symposium on Motivation and the Annals of the New York Academy of Sciences), treat the series as a book or chapter in an edited book.

Fiske, S.T. (1993). Social cognition and social perception. *Annual Review of Psychology*, 44,155-194.

ONLINE SOURCES

NOTE: As of the 6th edition of the Publication Manual of the APA, online sources no longer require retrieval dates, database names, nor “[Electronic Source].”

WEB SITES

Web documents share many of the same elements found in a print document (e.g., authors, titles, dates). Therefore, the citation for a Web document often follows a format similar to that for print, with some information omitted and some added.

- A press release posted by the APA Public Policy Office

American Psychological Association. (2005, March 15). Brain imaging suggests how higher education helps to buffer older adults from cognitive declines [APA press releases]. Washington, D.C. Retrieved from http://www.apa.org/releases/education_aging.html

- A journal article

Bushman, B., Pedersen, W. C., Bonacci, A. M., Vasquez, E. A., & Miller, N. (2005). Chewing on it can chew you up: Effects of rumination on triggered displaced aggression. *Journal of Personality and Social Psychology*, 88(6), 969–983. Retrieved from <http://www.apa.org/journals/features/psp886969.pdf>

- An online article, no author, no date

Understanding how people change is first step in changing unhealthy behavior. (n.d.). Retrieved from <http://www.psychologymatters.org/diclemente.html>

- An abstract retrieved from university Web site

Kruschke, J. K., & Bradley, A. L. (1995). *Extensions to the delta rule of associative learning* (Indiana University Cognitive Science Research Report No. 14). Abstract retrieved from http://www.indiana.edu/~kruschke/deltarule_abstract.html

- An independent document (no author identified)

Electronic reference formats recommended by the American Psychological Association. (2003).
Washington, DC: American Psychological Association. Retrieved from the World Wide
Web: <http://www.apastyle.org/elecgeneral.html>

**Note: If no publication date is available for a document, use "n.d." (stands for "no date") in its place. It is important to give the date of retrieval because documents on the Web may change in content, move, or be removed from a site altogether.*

ARTICLES AND ABSTRACTS OBTAINED FROM ELECTRONIC DATABASES (aggregated databases)

Basic Format for CD-ROM databases: Retrieved from [source] database ([name of database], CD-ROM, [release date], [item no – if applicable])

Basic Format for on-line databases: Retrieved from [source] on-line database ([name of database], [item no.- if applicable])

Basic Format for databases accessed via the Web: Retrieved from [source] database ([name of database], [item no. – if applicable]): [URL]

Examples:

Federal Bureau of Investigation. (1998, March). *Encryption: Impact on law enforcement*. Washington, DC: Author. Retrieved from SIRS database (SIRS Government Reporter, CD-ROM, Fall 1998 release)

Schneiderman, R.A. (1997). Librarians can make sense of the Net. *San Antonio Business Journal*, 11 (31), pp. 58+. Retrieved from EBESCO database.

Kerrigan, D.C., Todd, M.K., & Riley, P.O. (1998). Knee osteoarthritis and high-heeled shoes. *The Lancet*, 251, 1399-1401. Retrieved from DIALOG database (#457, The Lancet): <http://www.dialogweb.com>

Davis, T. (1992). Examining educational malpractice jurisprudence: Should a cause of action be created for student-athletes? *Denver University Law Journal*, 69, 57+. Retrieved from WESTLAW on-line database (69 DENULR 57)

Bowles, M.D. (1998). The organization man goes to college: AT&T's experiment in humanistic education, 1953-1960. *The Historian*, 61, 15+. Retrieved from DIALOG on-line database (#88, IAC Business A.R.T.S., Item 04993186)

OTHER SOURCES

➤ A government report

Government documents available from the Government Printing Office (GPO) should show GPO as the publisher.

National Institute of Mental Health. (1990). *Clinical training in serious mental illness*. (DHHS Publication No. ADM 90-1679) Washington, DC: U.S. Government Printing Office.

➤ A report from a university

If the name of the state is included in the name of the university, do not repeat the name of the state in the publisher location. Give the name of the university first, then the name of the specific department or organization within the university that produced the report.

Broadhurst, R.G., & Maller, R.A. (1991). *Sex offending and recidivism*. (Tech Rep. No. 3). Nedlands, Western Australia: University of Western Australia, Crime Research Center.

➤ An unpublished dissertation

State whether the dissertation is a doctoral dissertation or a master's thesis

Wifley, D.E. (1989). *Interpersonal analyses of bulimia: Normal-weight and obese*. Unpublished doctoral dissertation, University of Missouri, Columbia.

➤ A review of a book

Identify the type of medium in brackets (film, book, television program, etc.). If the review is untitled, use the material in brackets as the title; retain the brackets to indicate that the material is a description of form and content, not a title.

Schatz, B. R. (2000). Learning by text or context? [Review of the book *The social life of information*]. *Science*, 290, 1304.

➤ A musical composition or work of art

General Form: Writer's last name, first name. (Date of copyright). Title of song [Recorded by artist if different from writer]. On Title of album [Medium of recording: CD, record, cassette, etc.]. Location: Label. (Recording date if different from copyright date)

Shocked, M. (1992). Over the waterfall. *On Arkansas traveler* [CD]. New York: Polygram Music.