

APA Citation Style Basics

Guidelines established by the American Psychological Association (APA) are used by writers in many disciplines to give proper credit to previous works and studies that have informed their own writing. The guidelines for APA Citation Style are outlined in the *Publication Manual* produced by the APA (2010).

Plagiarism (APA Manual, pp. 15-16)

It is essential students and scholars do not claim credit others' words and ideas and properly give credit to others who informed their work. To avoid plagiarism, each time a writer paraphrases or quotes the works of another, that source must be credited in the text. Be sure to cite any worked paraphrases or quoted in your text via an "in-text citation" (usually a parenthetical reference).

For More Information about APA Citation Style see:

Library APA Citation Style Resources (CSU Stanislaus Library):

Available via: <http://library.csustan.edu/apa>

- Links to examples for basic types of resources
- Access to help via other websites and librarians
- Link to EasyBib citation software

Purdue Online Writing Lab (OWL):

Available via: <http://owl.english.purdue.edu/owl/resource/560/01/>

Includes online examples for:

- How to cite books, articles, and other sources
- How to cite print and online sources
- Introductory video tutorials on References List and MS Word

APAStyle.Org Website (APA):

Available via: <http://apastyle.org/>

Blog updates answers to questions on many aspects of APA style

Introductory video tutorials on using APA style

EasyBib (CSU Stanislaus Library):

Available via: <http://library.csustan.edu/s/purl.php?1258>

Online software that helps format References list entries in APA style:

- Manual forms require correctly typing in author, title, date, etc.
- "Automatic" forms may generate APA-formatted citation based on journal article title or website address

In Text Citation Basics

- To avoid plagiarism, academic authors credit works that provided major ideas as well as facts, figures and quotations for that paper.
 - Any work listed in the References must be cited in the text of the paper, and works cited in the text must appear in the References list.
 - Citations usually include the author names and the year of publication.
 - Author's names and publications years are usually found in parentheses. However, if those elements are included in the prose of the paper (making it clear to the reader what the source is), those elements may be excluded from the parenthetical citation.
 - The beginning of a parenthetical citation must match the beginning of the corresponding References list entry (usually the first author's last name).
 - APA format for in-text citations can be found on pages 170-171 in the American Psychological Association's (2010) *Publication manual*.
 - Direct quotations of less than forty words appear in the normal text in quotation marks. Forty words or more appear in an indented block quote.
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Format for In-Text Citations

Single author:

(Author's last name, year) Example: (Taylor, 2004)

Two authors:

(Taylor & Green, 2004)

Corporate Author:

(American Psychological Association, 2010)

If no author, abbreviate title:

("State staff visited chaotic assisted care center," 2013)

Three to Five Authors:

List all first time work is cited: (Taylor, Green & Cho, 2007)

List first followed by et al. for subsequent citations: (Taylor et al., 2007)

Six or More Authors:

List first author's last name followed by et al.: (Jones et al., 2007)



References List

For details, see the *APA Manual*, pp. 180-192.

References List General Guidelines (APA Manual, pp. 180-183)

- Appears at the end of a paper, usually on a separate page
- Double-spaced and indented with a “hanging indent” (The first line of each entry is flush left, and subsequent lines are indented 0.5 inch.)
- Alphabetize list by each entry’s first word (usually 1st author’s last name).

Author Names (APA Manual, pp. 181-183)

For first and middle names, use initials (not the full name). Example: Ringstad, R.

- If **seven or fewer**, list all in References list, ampersand (&) before last author:

Examples:

Ringstad, R. (2005).

Garcia, J. & Floyd, C. (2012).

Leyva, V., Greer, J. M., Buckley, J. J., & Krisak, A. F. (2003).

- If no individual is listed as an author, a **corporate body** (e.g. government agency, research institute, company) may sometimes be considered the author.

National Association of Social Workers. (2012).

- **If there is clearly no author** (for example, a newspaper article without a byline or author listed), the work’s title is placed first.

State staff visited chaotic assisted care center. (2013, November 1).

Dates

- For most publications, simply include the year of publication.
- Newspapers & online pages that change daily include month/day (2013, May 1)
- If there is no date listed, use n.d. instead. Example: Adams, J. Q. (n.d.).



APA References List Examples

Journal Articles (APA *Manual*, pp. 183-186, 198- 202)

Note the capitalization rules (different for article titles and journal names). Italicize the name of the journal and the volume number. Add issue number in parentheses if page numbers restart in each issue:

Format:

Author's last name, Initials. (Year). Title of the article: Subtitle of article. *Name of the Journal*, volume #, pages. doi:doi number

Examples:

Ringstad, R. (2005). Conflict in the workplace: Social workers as victims and perpetrators. *Social Work*, 50, 305-313. doi:10.1093/sw/50.4.305

Bowns, C., & Stevenson, A. (2010). Toward small town revitalization in the Middle Susquehanna River Valley: Re-assessing historic and regional resources for collaborative development. *Material Culture*, 42(2), 1-27.

Newspaper Article (APA *Manual*, p. 200)

Include the month and day after the year. Since *newspapers* often number their pages with a section letter (e.g. page A7), include p. (or pp.) before the page number. For online articles, include URL.

Format:

Author's last name, Initials. (Year, Month Day). Title of the article: Subtitle of article. *Name of the Newspaper*, pages.

Examples:

State staff visited chaotic assisted care center. (2013, November 1). *Modesto Bee*, p. A6.

State staff visited chaotic assisted care center. (2013, November 1). *Modesto Bee*. Retrieved from <http://www.modbee.com/2013/11/01/3005721/janitor-at-ca-care-facility-recounts.html>



APA References List Examples

Books (APA *Manual*, pp. 184-187, 202-205)

Italicize the title of the book and capitalize the first word of the title, subtitle, and any proper nouns. For the U.S. state, use the two letter abbreviation.

Format:

Author's last name, Initials, & Second author's last name, Initials. (Year). *Title of the book: Subtitle of the book*. City, State: Publisher.

Example:

Schneider, J. (2006). *Social capital and welfare reform: Organizations, congregations, and communities*. New York, NY: Columbia University Press.

Web Page – Individual Author Sponsored by an Organization (p. 206)

Format:

Author's last name, Initials. (Year). *Title of web page*. Retrieved from Name of Organization's website: URL.

Example:

Leonard, J. (2014). *Lecturer collecting Hmong stories for celebratory exhibition*. Retrieved from CSU Stanislaus website: <https://www.csustan.edu/article/lecturer-collecting-hmong-stories-celebratory-exhibition>

Web Page – Corporate/Organization as Author (pp. 206 - 207)

Format:

Name of Organization. (Year). *Title of web page*. Retrieved from URL.

Example:

National Association of Social Workers. (2008). *Code of ethics*. Retrieved from <http://www.socialworkers.org/pubs/code/default.asp>



Online Publications (Articles, Reports, or Books)

For articles, books, technical reports, or newspaper articles retrieved online, you can often cite the item in the same way you would a “normal” print item, but add either a “doi” or a “Retrieved from” statement.

- For items with a doi number, simply include doi: and the number at the end.
- For items without a doi and retrieved from a library database, APA now suggests simply citing it as a normal print item (p. 192).
- For online items **lacking a doi and not retrieved from a library database**, add a “Retrieved from” statement and the appropriate URL (web address).

Other Online Publications

To Indicate Item was Retrieved Online (APA *Manual* pp. 214-215):

- If they are identifiable, use the name of an individual author (or the responsible corporate body). If not available, “screen names” can be used instead.
- For items of a non-traditional format (e.g., not a book, article, report, etc.), include a brief “description of form” in brackets after title. E.g. [Web log post].

Web Page (for informally / self-published works) (p. 212)

Author’s last name, Initials. (Year). *Title of web page*. Retrieved from URL

Blog Post

Author’s last name, Initials. (Year, Month Day). Title of post [Web log post].

Retrieved from URL

You Tube Video

Author’s last name, Initials [Screen name]. (Year, Month Day). *Title of video* [Video file]. Retrieved from URL

Apsolon, M. [markapsolon]. (2011, September 9). *Real ghost girl caught on Video*

Tape 14 [Video file]. Retrieved from

<http://www.youtube.com/watch?v=6nyGCBxD848>

Examples are from the APAStyle.org and Purdue OWL APA Style websites.



Direct Quotations (p. 92)

In-Text Quote (less than 40 words)

Quotations of forty words or less are placed in quotation marks and included in the normal text of a paper. The closing quotation mark is followed by a space and then a parenthetical reference to the source, including a page number.

Referrals from mandated reporters of child abuse account for a majority of substantiated child abuse cases. “This is not to claim mandated reporting even approaches a perfect system of case-finding. Even with it, many cases evade the attention of authorities” (Matthews & Bross, 2008, p. 512).

Block Quotations (40 words or more)

If you are quoting a lengthier block of text, do not use quotation marks but put the text in a separate paragraph which is entirely indented one-half inch from the left margin. After the closing punctuation mark (period), place the parenthetical reference including the page number(s).

The current success of mandated reporters in disclosing cases can be enhanced, and problems with reporting can be reduced. The substantiation rate of all referrals including those screened out is low in the USA (15.92%) and Australia (18.25%), but as a proportion of all investigated referrals increases in the USA to 25.7% (with another 3% indicated), in Australia to 51.63%, and in Canada to 49% (with another 12% suspected). (Matthews & Bross, 2008, p. 512)

Secondary Source (p. 178)

When at all possible, only reference original sources you have obtained and read yourself. In rare circumstances, you may want to include a statistic or a quote that was originally published in a different source and reprinted in the source you have in front of you (a “secondary” source). To reference the original quote, you mention the original author’s name in the text along with the quote. At the end of the quote, the parenthetical reference includes the words “as cited in” followed by a reference to the source you consulted.

Besharov declared “there is no dispute that the great bulk of reports now received... would not have been made but for the passage of mandatory reporting laws (as cited in Matthews, 2008, p. 512).

Examples of In-Text Citations:

As stated in the American Psychological Association's (2010) *Publication manual* and various web site guides (CSU Stanislaus University Library, 2010; Purdue University Online Writing Lab, 2011), the basic format for a citation in the text of a paper includes the author's last name and the year of publication in parentheses. Each "in-text" citation leads the reader to a specific entry in the References list attached to the end of a paper. This handout includes an example of a scholarly journal article that is continuously paginated (Rjecki & Borden, 2011), and one that is not (Meymandi, 2010).

References

- American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.
- CSU Stanislaus University Library. (2010). *APA format 6th edition*. Retrieved from <http://library.csustan.edu/guides/citation-style/apa/apa6th.pdf>
- Meymandi, A. (2010). The sad state of American education. *Psychiatry*, 7(8), 53-55.
- Purdue University Online Writing Lab. (2011). *APA style*. Retrieved from <http://owl.english.purdue.edu/owl/section/2/10/>
- Rajecki, D. W., & Borden, V. H. (2011). Psychology degrees: Employment, wage, and career trajectory consequences. *Perspectives on Psychological Science*, 6, 321-335. doi:10.1177/1745691611412385.
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