USING APA STYLE:
SELECTED EXAMPLES FROM THE
APA MANUAL, 6TH ED.
(These examples are based on APA style)

REFERENCE CITATIONS IN THE BODY OF THE PAPER

Properly citing an author’s work in your report or paper documents your work, briefly identifies the source, and enables the reader to locate the source of information in the reference list at the end of the paper or article. APA style uses author, date, and page number in parentheses for print sources and electronic sources are cited with author, date, and paragraph numbers if the page number is not available. These methods of citation are inserted in the text of the paper at the appropriate point to indicate you have used someone else’s research or quoted them directly.


EXAMPLES OF HOW TO CITE SOURCES WITHIN THE PAPER:

PRINT SOURCES

Quotations: When quoting, always provide the author, year, and specific page citation in the text of your paper. Quotes of less than 40 words should be incorporated into the text using double quotation marks [section 6.03].

Example: He stated, “the use of this test.....” (Smith, 1998, p. 212)

Quotes of 40 words or more are formatted as a free-standing block of text indented 5 spaces from the left margin. Omit the quotation marks, include the page number(s) in the citation, and use double spacing throughout the quoted passage.

ELECTRONIC SOURCES

Quotations: When quoting from an electronic source use page numbers when available; if they are not use the paragraph number prefixed by the abbreviation para. [section 6.05]

Example: He stated, “the use of this test...” (Smith, 1998, para. 5).

If there are headings in the document and page numbers or paragraph numbers are not included, cite the heading and the number of the paragraph following the heading.

Example: “The current theory of information literacy instruction is use of hands on instruction for the best results” (Jones, 2002, Introduction section, para. 1).

CITING REFERENCES WITHIN THE TEXT:

ONE WORK BY A SINGLE AUTHOR [section 6.11]

One work means one book, journal article, or electronic source.

Example: Smith (1995) compared reactions times...or... In a recent study of working mothers (Miller, 1994) findings included...

ONE WORK BY TWO OR MORE AUTHORS [section 6.12]

For works with two authors, always cite the author’s last names every time the work occurs in the text. When a work has more than two but fewer than six authors, cite all the authors the first time the reference occurs; in later citations include only the last name of the first author followed by the phrase “et al.” and the year.

Example: Miller, Richardson, Hoag, and Zalud (1994) the first time cited. Later references to the same authors as in Miller et al. (1994).

The last author is preceded by the word and in a multiple-author citation in running text. In parentheses, in tables, a caption, and in the reference list, use an ampersand (&) before the last author.
WHEN A WORK HAS SIX OR MORE AUTHORS [see table 6.1]

When a work has six or more authors, cite only the last name of the first author followed by “et al. and the year. (See example above).

GROUPS AS AUTHORS [section 6.13]

Groups that serve as authors (e.g., corporations, associations, government agencies, and study groups) are named every time in the within-text citation. Long or cumbersome names may be abbreviated in subsequent citations providing the abbreviated version is understandable.

Examples: First text citation: (National Institute of Mental Health [NIMH], 1991)
Second citation: (NIMH, 1991)

AUTHORS WITH THE SAME LAST NAME [section 6.14]

When you have two or more authors sharing the same last name, use the author’s initials for all within-text citations. Use both first and middle initials if known.


WORKS WITH NO AUTHOR OR AN ANONYMOUS AUTHOR [section 6.15]

If you cannot identify the author or organization responsible for the work being cited, use the first few words of the reference list entry (usually the title) and the year to cite the work within the text. Use double quotations marks for the titles of articles or chapters. Titles of periodicals, books, brochures, reports, or software are italicized.

Example: (“Study finds,” 1992) or in the book College Bound Seniors (1989),…

SPECIFIC PARTS OF A SOURCE in PRINT AND ELECTRONIC SOURCES [section 6.19]

When citing specific parts of PRINT sources, indicate the page, chapter, figure, table, or equation at the appropriate point in the text. Always give page numbers for quotations. The word page is abbreviated but chapter is written out in the within-text citation.

Example: (Johnson & Olson, 1995, p. 332) or (Miller, 1994, Chapter 3)

Electronic sources using HTML format for the document text will not provide page numbers of the text. To cite an electronic source that does not provide page numbers, use the abbreviation para followed by the paragraph number. If paragraph or page numbers are not visible, cite the heading and the number of the paragraph following it. [section 6.05]

Example: (Johnson & Olson, 1995, para.4) or (Benton, 2001, Introduction section, para.1)

PERSONAL COMMUNICATION for PRINT AND ELECTRONIC MEDIA and INTERVIEWS, ETC. [section 6.20]

Personal communications are letters, memos, some electronic communications, (such as e-mail, discussion groups or electronic bulletin boards), personal interviews, and telephone conversations. Cite these in the paper only and provide the exact date if possible.

Example: Z.M. Peach (personal communication, April 7, 1993) stated…

HOW TO CITE YOUR SOURCES IN THE BIBLIOGRAPHY OR REFERENCE LIST (EXAMPLES) [Chap. 7]

The reference list at the end of a paper or article documents the article or paper and provides the information necessary to identify and credit each source used in the paper. List the authors in alphabetical order using the surname of the first author.
BOOK BY A SINGLE AUTHOR

BOOK BY MORE THAN ONE AUTHOR

EDITED BOOK

BOOK CHAPTER or ANTHOLOGY

JOURNAL ARTICLE with continuous pagination by volume

JOURNAL ARTICLE paginated by issue

MAGAZINE ARTICLE

NEWSPAPER ARTICLE, NO AUTHOR

If an article appears on another page or pages, give all page numbers and separate the numbers with a comma (e.g., pp. B1, B3)

EDITED BOOK

BOOK, NO AUTHOR OR EDITOR

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.”

GOVERNMENT PUBLICATIONS (GPO)

GOVERNMENT HEARING
ERIC REPORT


TELEVISION BROADCAST NEWS


TELEVISION SERIES EPISODE (Note: treat the writer or director as the author if known. If not, use the producer.)


CITING A COURT CASE [section A7.01]

Each reference for a court decision contains three sections, which are: 1) title or name of case (i.e. one party versus another); 2) the citation (i.e. volume and page); and 3) the jurisdiction of the court writing the decision with the date of the decision in parentheses.

For additional examples, see References to Legal Material in the Publication Manual of the American Psychological Association. Maryland v. Craig, 100 S. CT. 3160 (1990)

CITING ELECTRONIC MEDIA

PERIODICALS OR JOURNALS [sections 6.31-6.33]

APA uses the Digital Object Identifier (DOI) if one is assigned to the article being cited [section 6.31]. DOI’s are usually listed on the first page of an article. When a DOI is provided no additional retrieval information is required.

When a DOI is not provided you need to provide either the full URL link to the article or provide the URL link to the journal’s home page. This may require a quick web search to find the home page of the journal. Do not use the URL or name of the database such as JSTOR or Academic Search Premier as part of the citation.

If you need to break a URL across lines do so before most punctuation. Do not add a period at the end of a URL. Finally, do not include retrieval dates unless the material can change over time such as with Wiki based materials.

JOURNAL ARTICLE WITH DOI


JOURNAL ARTICLE WITHOUT DOI


ARTICLE IN AN INTERNET-ONLY JOURNAL


E-MAIL See PERSONAL COMMUNICATION for PRINT AND ELECTRONIC MEDIA and INTERVIEWS, ETC. [section 6.20]

INTERNET MESSAGE BOARDS, ELECTRONIC MAILING LISTS, AND OTHER ONLINE COMMUNITIES [SECTION 7.11]
Any message or communication you cite should have scholarly value and should be retrievable. If the newsgroup, online forum, discussion group, or listserv does not maintain an archive, the message should not be listed in the reference list, but cited as a personal communication.

- Use the authors’ last name and initials when available and use the screen name if the real name is unknown.
- Provide the exact date of the posting (Year, Month, Day)
- Provide the subject line of the message (or the thread) immediately following the date of the post.
- Provide a brief description of the message in [brackets] following the title or subject line of the message.
- Use the phrase “Retrieved from” followed by the complete URL of the message.

**EXAMPLE FROM NEWSGROUP:**


**REFERENCE ORDER IN THE REFERENCE LIST** [section 6.25]

The reference list or bibliography is arranged in alphabetical order by the first authors' last name. Follow these rules for alphabetizing:

- Alphabetize letter by letter.
- Alphabetize the prefixes M’, MC and Mac literally not as if they were spelled Mac. MacArthur precedes McAllister, and MacNeil precedes M’Carthy.

General rules:
- The beginning of the first line of the entry is even with the left margin. Subsequent lines are indented 5 spaces.
- Only the first word and proper nouns are capitalized.
- Journal titles, book titles and volume numbers are *italicized*.
- Note periods after date, title, and publisher.

**ORDER OF SEVERAL WORKS BY THE SAME AUTHOR or AUTHORS**

Single author entries come before multiple-author entries beginning with the same last name.

**Examples:**


References by the same author with the same order are arranged by the year of publication:


References by the same author or authors with the same publication date are arranged alphabetically by the title.

- Blue, Y. R. (1994). Roles

**ORDER OF SEVERAL WORKS BY DIFFERENT AUTHORS WITH THE SAME LAST NAME**

Works by different authors with the same last name are arranged alphabetically by the first initial:


**ORDER OF WORKS BY GROUP AUTHORS OR NO AUTHORS**

Alphabetize corporate authors, such as associations or government agencies by the first significant word of the name. Full official names should be used (e.g. American Psychological Association, not APA).

If there is no author, the title moves to the author position, and the entry is alphabetized by the first significant word of the title.