

APA Documentation

Reference List: Basic Rules

Your reference list should appear at the end of your paper. It provides the information necessary for a reader to locate and retrieve any source you cite in the body of the paper. Each source you cite in the paper must appear in your reference list; likewise, each entry in the reference list must be cited in your text.

Your references should begin on a new page separate from the text of the essay; label this page References (with no quotation marks, underlining, etc.), centered at the top of the page. It should be double-spaced just like the rest of your essay.

Please Note: APA documents should be **double-spaced throughout**.

Basic Rules

- All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin. This is called hanging indentation.
- Authors' names are inverted (last name first); give the last name and initials for all authors of a particular work unless the work has more than six authors. If the work has more than six authors, list the first six authors and then use et al. after the sixth author's name to indicate the rest of the authors.
- Reference list entries should be alphabetized by the last name of the first author of each work.
- If you have more than one article by the same author, single-author references or multiple-author references with the exact same authors in the exact same order are listed in order by the year of publication, starting with the earliest.
- When referring to any work that is NOT a journal, such as a book, article, or Web page, capitalize only the first letter of the first word of a title and subtitle, the first word after a colon or a dash in the title, and proper nouns. Do not capitalize the first letter of the second word in a hyphenated compound word.
- Capitalize all major words in journal titles.
- Italicize titles of longer works such as books and journals.
- Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.

BOOKS

Edited Book, No Author

Duncan, G.J., & Brooks-Gunn, J. (Eds.). (1997). *Consequences of growing up poor*.
New York:Russell Sage Foundation.

Organization as Author

American Psychological Association. (2003).

Single Author

Last name first, followed by author initials.

Berndt, T. J. (2002). Friendship quality and social development.
Current Directions in Psychological Science, 11, 7-10.

Two Authors

List by their last names and initials. Use the "&" instead of "and."

Wegener, D. T., & Petty, R. E. (1994). Mood management across affective states: The hedonic
contingency hypothesis. *Journal of Personality & Social Psychology, 66*, 1034-1048.

Unknown Author

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

NOTE: When your essay includes parenthetical citations of sources with no author named, use a shortened version of the source's title instead of an author's name. Use quotation marks and italics as appropriate. For example, parenthetical citations of the two sources above would appear as follows: (*Merriam-Webster's*, 1993) and ("New Drug," 1993).

JOURNALS OR PERIODICALS (MAGAZINES)

Abstract

If you only cite an abstract but the full text of the article is also available, cite the online abstract as other online citations, adding "[Abstract]" after the article or source name.

Paterson, P. (2008). How well do young offenders with Asperger Syndrome cope in custody?: Two prison case studies [Abstract]. *British Journal of Learning Disabilities, 36*(1), 54-58.

Article From a Database

When referencing material obtained from an online database (such as a database in the library), provide appropriate print citation information (formatted just like a "normal" print citation would be for that type of work). This will allow people to retrieve the print version if they do not have access to the database from which you retrieved the article. For articles that are easily located, do not provide database information. If the article is difficult to locate, then you can provide database information. Only use retrieval dates if the source could change, such as Wikis.

Smyth, A. M., Parker, A. L., & Pease, D. L. (2002). A study of enjoyment of peas. *Journal of Abnormal Eating, 8*(3), 120-125.

Article From an Online Periodical

Online articles follow the same guidelines for printed articles. Include all information the online host makes available, including an issue number in parentheses.

Article in a Magazine

Henry, W. A., III. (1990, April 9). Making the grade in today's schools. *Time, 135*, 28-31.

Article in a Newspaper

Unlike other periodicals, p. or pp. precedes page numbers for a newspaper reference in APA style. Single pages take p., e.g., p. B2; multiple pages take pp., e.g., pp. B2, B4 or pp. C1, C3-C4

Schultz, S. (2005, December 28). Calls made to strengthen state energy policies. *The Country Today, pp. 1A, 2A.*

Article From an Online Periodical

Online articles follow the same guidelines for printed articles. Include all information the online host makes available, including an issue number in parentheses.

Government Document

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.

Journal or Periodical Article

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article.
Title of Periodical, volume number(issue number), pages.

OTHER SOURCES

E-mail

E-mails are not included in the list of references, though you parenthetically cite them in your main text: (E. Robbins, personal communication, January 4, 2001).

Interviews, Email, and Other Personal Communication

No personal communication is included in your reference list; instead, parenthetically cite the communicators name, the fact that it was personal communication, and the date of the communication in your main text only.

(E. Robbins, personal communication, January 4, 2001)

Motion Picture

Basic reference list format:

Producer, P. P. (Producer), & Director, D.D. (Director). (Date of publication).

Title of motion picture [Motion picture]. Country of origin: Studio or distributor.

Music Recording

Songwriter, W. W. (Date of copyright). Title of song [Recorded by artist if different from songwriter]. On *Title of album* [Medium of recording]. Location: Label. (Recording date if different from copyright date).

Taupin, B. (1975). *Someone saved my life tonight* [Recorded by Elton John].

***On Captain fantastic and the brown dirt cowboy* [CD]. London: Big Pig Music Limited.**

Television Broadcast

Important, I. M. (Producer). (1990, November 1). *The nightly news hour* [Television broadcast]. New York: Central Broadcasting Service.

A Television Series

*Bellisario, D.L. (Producer). (1992). Exciting action show [Television series].
Hollywood:American Broadcasting Company.*

Electronic Sources (Web Publications)

Online articles follow the same guidelines for printed articles. Include all the information that you can access; author, title, date written, date updated, publishers, issue if it is a magazine. The retrieval date is not required unless it is a Wiki type source.

Online Periodical or scholarly journal

Author, A.A., & Author, B. B. (Date of Publication). Title of Article.
Title of Online Periodical, volume number (issue number if available). Retrieved from
<http://someaddress.com/full/url/>

Article from a database (If you are using EBSCO, the citation is done for you.)

Provide print citation information as if it was a print citation if the article is easy to find. If it is difficult, provide the database information.

**Symth, A. M., Parker, A. L., (2002). A study of enjoyment of peas.
Journal of Abnormal Eating, 8(3), 120-125**

Newspaper Article

Author, A. A. (Year, Month Day). Title of article. *Title of Newspaper*.
Retrieved from <http://digital.library.upenn.edu/woemn/dehuff/taytay/taytay.html>

Electronic Books

Use this format if the book is only available in an electronic format or is very difficult to find in print.

**De Huff, E. W. Taytay's tales: Traditional Pueblo Indian tales. Retrieved from
<http://digital.library.upenn.edu/women/dehuff/taytay.tayta.html>**

Graphic Data

Give the name of the researching organization followed by the date. In brackets, provide a brief explanation of what type of data is there and in what form it appears. Finally, provide the project name and retrieval information.

Statistics Canada. (2008) . (Information and statistics on the general health of the Inuit people).
Aboriginal Peoples Survey: Inuit health and Social Conditions. Retrieved from
<http://www.statcan.gc.ca/daily-quotidien/081203/dq081203b-eng.htm>

Blog(Weblog)

Include the title of the message and the URL. Please note that titles for items in online communities (blogs, newsgroups, forums) are not italicized. If the author's name is not available, provide the screen name.

Dean, J. (2008. May 7). When the self emerges: Is that me in the mirror?

Message posted to <http://www.spring.org.uk/>

Audio Podcast

For all podcasts, provide as much information as possible; not all of the following information will be available.

Bell, T. & Phillips, T. (2008. May 6) . A solar flare. Science & Nasa Podcast.

Podcast retrieved from <http://science.nasa.gov/podcast.htm>.

IN-TEXT CITATIONS OR PARENTHETICAL REFERENCES

In APA style, the author and the date of the publication are used to cite the information. At the end of the direct quote, paraphrase or summary; you cite in parenthesis, the author, the date of the publication. With a direct quote, also include the page number.

D.K. Howe (2007) indicates that “ From day one, babies born to fit mothers are leaner, stronger and healthier, and have dramatically reduced risks for developing common health problems like obesity, diabetes and asthma later in life.” (p. 21)

If it is a paraphrase or a summary, just the author and date of publication are required.

Studies on animals show that regular aerobic exercise actually increase brain power, maybe for humans exercising during pregnancy may make smarter babies. (Howe, 2007)

Two Authors

If the source has two authors, cite both of them every time you refer to the work.

Three or More Authors

Cite all of the authors the first time you mention the source. Thereafter, supply only the surname of the first author followed by “et al.”

Groups as Authors

First Reference: (National Association of Orthopedic Technicians <NAOT>, 2001)

Subsequent References: (NAOT, 2001)

Works with No Author

If a source has no author, provide the first few words of its References list entry (usually the title) and the year. If the source is a short text such as an article or a chapter, put the title in quotes. If its a full-length text, like a book, a report, a periodical or a brochure, put the title in italics.

(“Public Policy,” 1987)
(Three Syndromes, 2000)

Two or More Works with the Same Parentheses

If two or more works are cited at the same time, list the names in the order in which they appear in the References List, separated by semicolons:

(Hanson, 1997; Latoya, 1999)

Personal Communications

Communications such as e-mail, personal interviews, and discussion group postings are not recoverable sources so they are not included in the Works Cited page at the end of the paper, but they are cited within the text. Provide the communicator's initials and surname and an exact date:

(L.A. Clancy, personal communication, October 21, 2008)

Electronic Sources

If no author is indicated, supply a title. If there is no page number, supply a paragraph number if available, using either the "¶" symbol or the abbreviation "para". If no paragraph numbers are provided on the site, provide a heading from within the document and the number of the paragraph following it:

(Neurological Disorders, 2000, Conclusion, para. 2)

Sources: Heckman, Grant. (2007). Thomson Nelson Guide to Essay Writing: Toronto: Nelson.

The Writing Lab, Purdue University, Retrieved January 2008, from <http://owl.english.purdue.edu/workshops>