

# APA Style Guide

---

*Used for: Business, Economics, Education, Political Science, Psychology, Social Sciences, Sociology*

## General Guidelines to APA Citations

### In-text Citations

- If the author is introduced in the text of your paper, include the date of the work right after the author's name and the page reference at the end of the sentence. If the author is not introduced in the text of your paper, include the author, date and page reference at the end of the sentence.

*Borchert (2007) noted that a government employee "cannot be promoted for doing exemplary work, not can he be fired for doing shoddy work" (p. 47).*

OR

*A government employee "cannot be promoted for doing exemplary work, not can he be fired for doing shoddy work" (Borchert, 2007, p. 47).*

- Note how the end period falls after the parenthetical citation.
- Separate items in the citation by a comma.
- For direct quotes, include the author, date, and page number; for referencing an idea, include only the author and year.
- For works without an author, use the title; if the title is long, use a shortened version of it.

### References

In an APA document, the list of works cited is usually titled "References." The list should be in alphabetical order by the first word in the citation. The style of the entries in your References list varies depending on the type of material it is.

- The new guidelines, released in 2009 and updated in 2013, specify using a DOI (Digital Object Identifier). While some online resources include this information, many do not yet. A DOI is a unique identifying number for articles, making it easy for others to find and reference.
- Personal communications, such as e-mails or personal interviews, are not included in the references list.
- Do not include first names; use only initials.
- In titles, only capitalize the first word and the first word after a colon.
- For all American cities, include the two-letter abbreviation for its state.
- In the citations, use one space after a period. In the text of your paper, use two spaces after each closing period.
- Spell out months in date information; do not abbreviate.

Type of Source	In-text Citation	References List
<b>Books, Print</b>		
<b>Book, One Author</b>	(Abbott, 2008, p. 135)	Abbott, C. (2008). <i>How cities won the west</i> . Albuquerque, NM: University of New Mexico Press.
<b>Book, More than One Author</b>	(Eggins & Slade, 1997, p. 25)	Eggins, S., & Slade, D. (1997). <i>Analysing casual conversation</i> . London, UK: Cassell.
<b>Notes:</b> In the in-text citation, if there are three to five authors, identify the last names of all authors during the first citation. For additional citations, use the first name followed by "et al." If there are six or more authors, use the first author's name followed by "et al." for all in-text citations. In the references list, include up to six authors by last names followed by initials. If there are more than six authors, list the first six followed by "et al."		
<b>Book, Corporate Author</b>	(American Psychological Association, 2010, p. 14)	American Psychological Association (2010). <i>Publication manual of the American Psychological Association</i> . Washington, DC: Author.
<b>Notes:</b> If the author is the same as the publisher, include Author where the publisher information usually is.		
<b>Book, No Author</b>	("Macmillan," 1997, p. 18)	<i>Macmillan centennial atlas of the world</i> . (1997). New York, NY: Macmillan.
<b>Notes:</b> If the author is indicated as "Anonymous," use that term as if it were a real name; enter the work in your references list as "Anonymous."		
<b>Book, Editor</b>	(Forbes & Mahan, 2005, p. 9)	Forbes, B. D., & Mahan, J. H. (Eds.). (2005). <i>Religion and popular culture in America</i> . Berkeley, CA: University of California Press.
<b>Notes:</b> If there is only one editor, use the abbreviation Ed.		

<b>Book, Edition and Volume Information</b>		Knuth, D. (1998). <i>The art of computer programming</i> (Vol. 2, 3 <sup>rd</sup> ed.). Reading, MA: Addison-Wesley.
<b>Notes:</b> If a book is a part of a multi-volume work, indicate the volume information in parentheses after the title. If the book is an edition other than the first, indicate that information in parentheses after the title. Put volume information before edition information. If you refer to multiple volumes in the series, indicate them all. For example, include "Vols. 1-3." A revised edition should be abbreviated "Rev. ed."		
<b>Work in an Anthology</b>	(Pratt, 1993, pp. 188-91)	Pratt, C. (1993). Experimental practice in the city and country school. In G. Willis, W. H. Schubert, R. V. Bullough, Jr., C. Kridel, & J. T. Holton (Eds.), <i>The American curriculum</i> (pp. 183-203). Westport, CT: Greenwood Press. (Original work published 1924)
<b>Notes:</b> If there are multiple editors, list their initials and last names in normal, not reverse, order. Include the page numbers of the cited chapter or essay. If the anthology compiles works previously published, indicate the original publication date at the end of the citation, but do not close with a period.		
<b>Bible</b>	(Rom. 3:23, Revised Standard Version)	
<b>Notes:</b> Rather than page numbers, include the book, chapter, verse(s), and translation. Major classical works such as the Bible are not included in the References list.		
<b>Dictionary or Encyclopedia, Single Author</b>	(Jackson, 1999, pp. 128-129)	Jackson, B. M. (1999). G.I. Bill. In <i>Encyclopedia of American public policy</i> (pp. 128-129). Santa Barbara, CA: ABC-CLIO.
<b>Dictionary or Encyclopedia, Author and Editor</b>	(Green, 1996, p. 240)	Green, C. (1996). Cubism. In J. Turner (Ed.), <i>The dictionary of art</i> (Vol. 8, pp. 239-246). New York, NY: Grove's Dictionaries.
<b>Notes:</b> In a multi-volume work, include the volume number in parentheses after the title.		

<b>Dictionary or Encyclopedia, Editor, Unsigned Entries</b>	("Bluegrass music," 2003, p. 103)	Bluegrass music. (2003). In D. M. Randel (Ed.), <i>The Harvard dictionary of music</i> (4 <sup>th</sup> ed., pp. 103-104). Cambridge, MA: Belknap Press.
<b>Notes:</b> If a specific edition is noted, include the edition number in parentheses after the title.		
<b>Books, Electronic</b>		
<b>Book, Electronic</b>	(Limbert, 2000)	Limbert, M. E. (2010). <i>In the time of oil: Piety, memory, and social life in an Omani town</i> . Retrieved from <a href="http://site.ebrary.com/lib/northwesterniowa/Doc?id=10394879">http://site.ebrary.com/lib/northwesterniowa/Doc?id=10394879</a>
<b>Notes:</b> URLs should not be underlined, but it is okay to leave them hyperlinked. Do not include a period after the URL.		
<b>Dictionary or Encyclopedia, Electronic</b>	(Evans & Evans, 2011)	Evans, J. R., & Evans, S. B. (2011). Pricing of tickets. In L. E. Swayne & M. Dodds (Eds.), <i>Encyclopedia of sports management and marketing</i> (Vol. 3, pp. 1176-1179). Retrieved from <a href="http://go.galegroup.com/">http://go.galegroup.com/</a>
<b>Notes:</b> URLs should not be underlined, but it is okay to leave them hyperlinked. Do not include a period after the URL.		
<b>Journal Articles, Print</b>		
<b>Journal Article, One Author</b>	(Willis, 2014, p. 29)	Willis, J. (2014). Neuroscience reveals that boredom hurts. <i>Phi Delta Kappan</i> , 95(8), 28-32.
<b>Notes:</b> Unlike books, page numbers in the references list are not prefaced with "p." or "pp." Many journals are paginated by volume, which means subsequent issues for that year's publications continue numbering from previous issues. For those journals, do not include the issue number. For journals that are paginated by issue, include the issue number in parentheses after the volume number.		

<b>Journal Article, More Than One Author</b>	(Nakano & Tluczek, 2014)	Nakano, S. J., & Tluczek, A. (2014). Genomic breakthroughs in the diagnosis and treatment of cystic fibrosis. <i>American Journal of Nursing</i> , 114(6), 36-45.
<b>Notes:</b> In the in-text citation, if there are three to five authors, identify the last names of all authors during the first citation. For additional citations, use the first name followed by “et al.” If there are six or more authors, use the first author’s name followed by “et al.” for all in-text citations. In the references list, include up to six authors by last names followed by initials. If there are more than six, list the first six followed by “et al.”		
<b>Journal Article, With DOI</b>	(Levine & Schweitzer, 2014, 112)	Levine, E. E., & Schweitzer, M. E. (2014). Are liars ethical? On the tension between benevolence and honesty. <i>Journal of Experimental Social Psychology</i> , 53, 107-117. <a href="http://dx.doi.org/10.1016/j.jesp.2014.03.005">http://dx.doi.org/10.1016/j.jesp.2014.03.005</a>
<b>Notes:</b> Some, but not all, publishers are beginning to include DOI numbers on articles. If you have a DOI, include it at the end of the citation in URL format. Do not include a period after the number.		
<b>Journal Articles, Electronic</b>		
<b>Journal Article, Electronic, with DOI</b>	(Goodman & Smyth, 2011, 83)	Goodman, L. A., & Smyth, K. F. (2011). A call for a social network-oriented approach to services for survivors of intimate partner violence. <i>Psychology of Violence</i> , 1(2), 79-92. <a href="http://dx.doi.org/10.1037/a0022977">http://dx.doi.org/10.1037/a0022977</a>
<b>Notes:</b> Some, but not all, publishers are beginning to include DOI numbers on articles. If you have a DOI, include it at the end of the citation in URL format. Do not include a period after the number.		

<b>Journal Article, Electronic, without DOI</b>	(Fousekis, Tsepis, & Vagenas, 2010)	Fousekis, K., Tsepis, E., & Vagenas, G. (2010). Lower limb strength in professional soccer players: Profile, assymetry, and training age. <i>Journal of Sports Science and Medicine</i> , 9, 364-373. Retrieved from <a href="http://www.jssm.org">http://www.jssm.org</a>
<b>Notes:</b> If you do not have a DOI, include the URL for the journal’s main page. Do this whether the article is found directly online or if it is in a database such as PsycArticles or EBSCO. Often in EBSCO, the publisher URL is included on the citation page. If not, you may need to do an Internet search for the journal’s home page if the journal’s web address is not included in the article. URLs should not be underlined, but it is okay to leave them hyperlinked. Do not include a period after the URL. In rare instances, a journal or its publisher will not have a web site, perhaps because the journal has been discontinued. In this case, include the home page URL for the database in which the journal article was found.		
<b>Magazine &amp; Newspaper Articles, Print</b>		
<b>Magazine Article</b>	(Miller, 2014, p. 65)	Miller, E. M. (2014, July/August). State of the union. <i>Relevant</i> , (70), 64-68.
<b>Notes:</b> Include the month and date of the publication. If the magazine has volume and issue information, include it after the title.		
<b>Newspaper Article, Author</b>	(Finney, 2014)	Finney, D. P. (2014, July 24). Private eyes: lowans warned to be on watch for hidden cameras as new technology aids scofflaws. <i>Des Moines Register</i> , pp. 1A, 9A.
<b>Notes:</b> Include all page numbers the article appears on. If it does not occur on consecutive pages, separate the numbers with a comma. While journals and magazines in the References list do not include “p.” or “pp.,” newspaper references do.		
<b>Newspaper Article, No Author</b>	(“ACT,” 2014)	ACT becomes optional. (2014, July 27). <i>Chicago Tribune</i> , sec. 1, p. 12.
<b>Notes:</b> You may use a shortened version of the article title, placed in quotations, for the in-text citation.		
<b>Magazine &amp; Newspaper Articles, Electronic</b>		
<b>Magazine Article, Electronic, from a Web Site</b>	(Rosin, 2014)	Rosin, H. (2014, March 19). The overprotected kid. <i>The Atlantic</i> . Retrieved from <a href="http://www.theatlantic.com">http://www.theatlantic.com</a>
<b>Notes:</b> If the source is not paginated, use paragraph information in the in-text citation. URLs should not be underlined, but it is okay to leave them hyperlinked. Do not include a period after the URL.		

<b>Magazine Article, Electronic, from a Database</b>	(Polter, 2014)	Polter, J. (2014, August). The rich get richer. <i>Sojourners</i> , 43(8), 16-21. Retrieved from  <a href="http://www.sojo.net">http://www.sojo.net</a>
<b>Notes:</b> Even if you retrieved a magazine article from a database, APA encourages you to use the magazine home page as the retrieval source. This information is often available in the database record, but you also may need to do a web search to find the home page address. If you cannot find the home page, use the name of the database from where you retrieved the article.		
<b>Newspaper Article, Electronic</b>	(Turker, 2014)	Turker, R. J. (2014, July 28). All played out. <i>The New York Times</i> , sec. A, p. 17.  Retrieved from <a href="http://www.nytimes.com">http://www.nytimes.com</a>
<b>Notes:</b> Even if you retrieved a newspaper article from a database, APA encourages you to use the newspaper home page as the retrieval source. This information is often available in the database record, but you also may need to do a web search to find the home page address. If you cannot find the home page, use the name of the database from where you retrieved the article.		
<b>Other Sources</b>		
<b>Film /Videorecording</b>	(Jarecki, 2013)	Jarecki, E. (Director). (2013). <i>The house I live in</i> . USA: Charlotte Street Films.
<b>Personal Communications</b>	(K. Norris, personal communication, May 15, 2014)	
<b>Notes:</b> Personal communication, whether a spoken conversation or a written one, should be noted in your in-text citations. They should not be included in the References list.		
<b>Web Site</b>	(Grohol, 2014)	Grohol, J. M. (2014, July 9). Schizophrenia and psychosis. Retrieved August 4, 2014, from PsychCentral website: <a href="http://psychcentral.com/disorders/schizophrenia/">http://psychcentral.com/disorders/schizophrenia/</a>
<b>Notes:</b> URLs should not be underlined, but it is okay to leave them hyperlinked. Do not include a period after the URL. If there is no publication date, include the retrieval date.		