

Refer to the Publication Manual of the American Psychological Association, Sixth Edition (Ref BF 76.7.P83 2010) for a more complete and accurate list of examples.

Bibliography Resource Citing

- APA Style requires hanging indentations for citations.
- APA Style uses initials rather than first and middle names for authors, editors and translators: Arnheim, R.
- Capitals only on first word, proper nouns and adjectives of titles and subtitles.
- Double space all citations.

PRINT RESOURCES

- When a work has up to and including seven authors, cite all authors, last name first. When authors number is eight or more, include first six authors' names, then insert three ellipses, and add last author's name.
- If two or more locations are given, give the location that is listed first or the publisher's home office.
- When the publisher is a university and the state/province is listed as part of their name, do not repeat the state/province in the publisher location.
- When the author and publisher are identical, use the word "Author" as the name of the publisher.

Book - Single Author

Arnheim, R. (1971). *Art and visual perception*. Berkeley: University of California Press.

Book - Multiple Authors

Festinger, L., Riecken, H., & Schachter, S. (1956). *When prophecy fails*. Minneapolis: University of Minnesota Press.

Roeder, K., Howdeshell, J., Fulton, L., Lochhead, M., Craig, K., Peterson, R., . . . Roeder, B. (1967). *Nerve cells and insect behaviour*. Cambridge, MA: Harvard University Press.

Book - No Author Identified

Experimental psychology. (1938). New York: Holt.

Book - Specific Edition

Brockett, O. (1987). *History of the theatre* (5th ed.). Boston: Allyn and Bacon.

Periodicals (*journals, magazines, newspapers & newsletters*)

- If the journal does not include volume number, include "pp." before the page number so the reader will understand that the numbers refer to pagination.
- Include digital object identifier (DOI) if one is assigned.

Journal - with DOI

Sawyer, J. (1966). Measurement and prediction, clinical and statistical. *Psychological Bulletin*, 66(3), 178-200.
doi:xx.xxxxxxxx

Journal - without DOI (*DOI not available*)

Passons, W. (1967). Predictive validities of the ACT, SAT and high school grades for first semester GPA and freshman courses. *Educational and Psychological Measurement*, 27, 1143-1144.

Journal - without DOI (*retrieved online*)

Kauffman, S. (1993, October 18). On films: class consciousness. *The New Republic*, p.30. Retrieved from <http://www.abcd.edu.ca>

Newspaper

Monson, M. (1993, September 16). Urbana firm obstacle to office project. *The Champaign-Urbana News-Gazette*, pp. A1, A8.

Online Newspaper

Brody, J. E. (2007, December 11). Mental reserves keep brain agile. *The New York Times*. Retrieved from <http://www.nytimes.com>

Audiovisual Media

- Primary contributors are listed in author position. Their roles are identified in parentheses () after their names.
- After the title, the medium is identified []: [Motion picture] or [Video tape] or [CD] etc.

Films/Videos

Weir, P.B. (Producer), & Harrison, B.F. (Director). (1992). *Levels of consciousness* [Motion picture]. Boston, MA: Filmways.

Podcast

Van Nuys, D. (Producer). (2007, December 19). *Shrink rap radio* [Audio podcast]. Retrieved from <http://www.shrinkrapradio.com/>

Electronic Resources

- If an individual has property rights to the software, their name(s) are listed at the head of the entry, otherwise treat such references as unauthored.
- Specify in brackets [] if the source is computer software, program or language.
- There are no page's for internet only journals or newsletters.
- Do not add a period at the end of a citation if it ends in a web address.
- Do not include retrieval dates unless the source material may change over time (e.g. Wikis).
- Always test URLs before submission of your work. If the document you are citing has moved, update the URL. If the URL is no longer available remove it from your work.

Electronic Sources - Computer Software

Arend, D.N. (1993). Choices (Version 4.0) [Computer software] Champaign, IL: U.S. Army Corps of Engineers Research Laboratory. (CERL Report No.CH7-22510).

Electronic Sources - Internet only Journal

Kawasaki, J. L., & Raven, M. R. (1995). Computer-administered surveys in extension. *Journal of Extension*, 33. Retrieved from <http://joe.org/joe/index.html>

Electronic Sources - Internet-only newsletters

Waufton, K. K. (1999, April). Dealing with anthrax. *Telehealth News*, 3(2). Retrieved from http://www.telehealth.net/subscribe/newsletter_5b.html#1

Use of Quotations

- Accuracy of quotations in research writing is extremely important.
- Original sources must be reproduced exactly. There cannot be any changes whatsoever to the spelling, capitalization, or interior punctuation of the source.
- Block quotations should always be double spaced.
- When using quotations always provide the author, year and specific page citation in the text and also include a complete reference in the reference list.

Double or Single Quotation Marks

- Use double quotation marks to enclose quotations in text.
- Use single quotation marks within double quotation marks to set off material that was originally enclosed in double quotation marks.

Quotation - Fewer Than 40 Words

- Incorporate a short quotation into text.
 - Enclose the quotation with double quotation marks.
- She stated, "The 'placebo effect' . . . disappeared when behaviours were studied in this manner" (Miele, 1993, p. 276), but she did not clarify which behaviors were studied.

Block Quotation - 40 Words and More

- Display the quotation in a freestanding block and omit quotation marks.
- Start block quotation on a new line and indent 5 spaces from the left margin.
- For additional paragraphs within the quotation, indent the first line of each paragraph an additional 5 spaces.
- The entire quotation should be double-spaced.
- Enclose original direct quotations with double quotation marks.

Miele (1993) found the following:

The "placebo effect," which had been verified in previous studies, disappeared when behaviours were studied in this manner. Furthermore, the behaviours were never exhibited again, even when real drugs were administered. Earlier studies . . . the results to a placebo effect. (p. 276)

Quotation Marks and Punctuation

- When a period or comma occurs within closing quotation marks, place the punctuation before the quotation marks.
- Place other punctuation outside quotation marks unless it is part of the quoted material.

Reference Citations in Text

- Document throughout the text by citing author and date used in research.
- Use surname only in citations and do not use suffixes - Jr
- This type of citation briefly identifies the source to readers and enables them to locate the source of information in the reference list at the end of the article.

Parenthetical Citations

- If the name of the author appears in the narrative, cite only the year of the publication in parentheses.

Walker (2000) compared reaction times.

- Otherwise place both the name and the year, separated by a comma, in parentheses.

In a recent study of reaction times (Walker, 2000)

- In rare cases when the author and year are part of the text, do not put into parentheses.

In 2000 Walker compared reaction times

- Within a paragraph, the year need not be included in subsequent references to a study as long as the study cannot be confused with other studies cited in the article.

In a recent study of reaction times, Walker (2000) described the method . . . Walker also found

- When a work has two authors, always cite both surnames every time the reference occurs in the text.
- When a work has from three to five authors, cite all surnames the first time the reference occurs; in subsequent citations, use only the first author followed by et al. and the year if it is the first citation reference within a paragraph.

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

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

- When a work has six or more authors, cite only the first surname followed by et al. and the year for the first and subsequent citations.

Kosslyn, et al. (1996) found

Also, in the Parrott Centre:

Writing: a guide for college and beyond
Cites & Sources: an APA documentation guide
APA style guide to electronic references