

APA STYLE: A BRIEF GUIDE

The Publication Manual of the American Psychological Association (APA) is the standard writing guide for psychology and other disciplines in the social sciences. It is used by authors, editors, students, and publishers. The following information is taken from 5th edition (2001). If you don't find the information and/or examples you need here, consult the publication manual (call number: **Ref BF 76.7. P83 2001**). **ALSO: The Online Writing Lab at Purdue University has created a very good guide to using the APA style. It includes examples and can be accessed at: http://owl.english.purdue.edu/handouts/research/r_apa.html.**

Reference Citation in Text

In the text of your paper, you must document the source from which you are quoting or paraphrasing. When paraphrasing, cite the author and date of the work. For quotations, cite the author, date and page number (use paragraph numbers for electronic text). This enables the reader to locate in your reference list the source you used. Note that if a work has no author, you must use the title for the in-text citation. There are two basic methods for in-text citations:

Integrating the author's name into the sentence: Walker (2000) compared reaction times . . .

Including the author's name in a parenthetical citation: In a recent study of reaction times (Walker, 2000) . . .

For works with 2 authors:

Always list both authors' surnames every time you refer to that work. *NOTE: When there are two authors **and** is used in the text; **&** is used in the parenthetical citation.*

Examples:

as Nightlinger and Littlewood (1993) demonstrated . . .

as has been shown (Nightlinger & Littlewood, 1989) . . .

For works with 3-5 Authors:

List all the authors' surnames the first time you refer to the work. After that, list only the surname of the first author followed by **et al.**

Examples:

First occurrence:

Eley, Lichenstein, and Stevenson (1999) studied differences in . . .

Second occurrence:

Eley et al. (1999) found that . . .

For works with 6 or more authors:

List only the surname of the first author followed by **et al.** in all instances. (*see example above*)

The Reference List

Start the Reference List on a new page. Type the word **References** (Reference, if there is only one) in uppercase and lowercase letters, centered at the top of the page. Double-space all reference entries. Entries that are more than one line long should have a hanging indent.

Citing a book with an author(s) or editor(s):

Format	Author/Editor's last name, Author/Editor's initial(s). (Publication year). <i>Title [in italics]</i> . Place of Publication: Publisher. [NOTE: Not all title words are capitalized; see examples below.]
Example	Benner, D. G. (Ed.). (1987). <i>Psychotherapy in Christian perspective</i> . Grand Rapids, MI: Baker Book House.
Example	Reno, R. R. (2002). <i>Redemptive change: Atonement and the Christian cure of the soul</i> . Harrisburg, Pa.: Trinity Press International.

Citing a book with no author or editor:

Format	<i>Title</i> (Edition - if there is one). (Publication year). Place of publication: Publisher.
Example	<i>Merriam-Webster's collegiate dictionary</i> (10 th ed.). (1993). Springfield, MA: Merriam-Webster.

Citing a book with a group author (government agency) as publisher:

Format	Group author (government agency). (Publication year). <i>Title</i> (edition – if there is one). Place of publication: Publisher. (When the author and publisher are identical, use the word Author as the name of the publisher.)
Example	U. S. Census Bureau. (2001). <i>Statistical Abstract of the United States: 2001</i> (121 st ed.). Washington, DC: Author.

Citing an entry from a multivolume encyclopedia:

Format	Author's (of the entry) last name, Author's initial(s). (Publication year). Entry title. In <i>Title of encyclopedia</i> (Edition, volume number, pages). Place of publication: Publisher.
Example	Thomas, R. M. (1994). Religious education. In <i>The International encyclopedia of education</i> (2 nd ed., Vol. 9, pp. 4995-5008). New York: Elsevier Science.

NOTE: If an encyclopedia entry has no author, place the title in the author position.

Citing a Journal article, one author:

Format	Author's Last Name, Author's initial(s). (year of publication). Title of article. <i>Title of Journal, volume number[italics]</i> (issue number for journals paginated by issue), pages.
Example	Moreland, J. P. (2001). Intelligent design psychology and evolutionary psychology: A comparison of rival paradigms. <i>Journal of Psychology & Theology</i> , 29(4), 361-377.

Citing a Journal article, two authors, journal paginated by issue:

Format	Authors' Last Names, Initial(s) [both inverted, separated by the & symbol]. (Year of publication). Title of article. <i>Title of Journal, volume number[italics]</i> (issue number), pages.
Example	Beck, R. & McDonald, A. (2004). Attachment to God: The attachment to God inventory, tests of working model correspondence, and an exploration of faith group differences. <i>Journal of Psychology & Theology</i> , 32(2), 92-103.

Citing a Magazine article:

Format	Author's Last Name, Initial(s). (Date of publication). [Give the date shown on the publication—month for monthlies or month and day for weeklies.] Title of article. <i>Title of magazine, volume number[italics]</i> (issue number), pages.
Example	Jeschke, M. (2005, August). Fixing church discipline. <i>Christianity Today</i> , 49(8), 30-32.

[Based on a document created by Nancy Getty, Glendale College Librarian, 2003. Edited by Kimberley Wilcox, APU, 2005.]

APA STYLE FOR CITING ELECTRONIC SOURCES: A BRIEF GUIDE

The following information and examples about citing electronic sources are taken from the 5th edition of *the Publication Manual of the American Psychological Association*, 2001. Because electronic media are changing rapidly, the APA’s web site (<http://www.apastyle.org/electmedia.html>) is the most up-to-date source of information on how to correctly site electronic sources. **ALSO: The Online Writing Lab at Purdue University has created a very good guide to the APA style. It includes some examples for citing electronic sources: http://owl.english.purdue.edu/handouts/research/r_apa.html.**

The citation begins with the same information provided for a print source and ends with information on where and when that information was retrieved. At times, only some of the traditional citation information will be available on a web site. When an element is missing, omit it. For instance, if no author is given, begin your citation with the title. Include the date after the first element listed.

Research Tip: As you proceed with your research **print the first page** of any web page you will be citing in your paper. This printed copy will usually include the URL (web address) and the date of access—information you will need for your Reference List.

Electronic Reference Citation in Text

In the text of your paper, you must document the source from which you are paraphrasing or quoting. When paraphrasing, cite the author and date of the work. For quotations, cite the author, date and page number (use paragraph number—and the ¶ symbol or the abbreviation "para." if paragraph numbers are visible in the electronic text). If page or paragraph numbers are not provided, omit them. Note that if a work has no author, you must use the title for the in-text citation. There are two basic methods for in-text citations:

Integrating the Authors' Names into the Sentence: as Parker and McKinney (1999) demonstrated in their study . . .

Including the Authors' Names in a Parenthetical Citation: “The current system of managed care and the current approach to defining empirically supported treatments are shortsighted” (Beutler, 2000, Conclusion section, ¶ 1)

In-Text Citations Which Do Not Require an Entry in the References List

Citing a web site (in general):

If you are citing (mentioning, referring to, etc.) a web site, but not a specific document on that web site, you do not need a reference entry. Simply enclose the URL in parentheses in the text.

Example:

Take the online personality questionnaire invented by Keirsey on the *Personality: Character and Temperament* web site (<http://keirsey.com/>).

Citing an email communication:

Cite email communications as you would a personal communication.

Example:

(L. Lampert, personal communication, January 22, 1999).

The References List

Citing an electronic copy of a journal article, retrieved from a database:

Format	Author’s Last Name, Initials. (Year of Publication). Title of article. <i>Title of Journal</i> , volume number [italics](issue number), page numbers. Retrieved on Month day, year, from Name of Database.
Example	Belaire, C., Young, J. S., & Elder, A. (2005). Inclusion of religious behaviors and attitudes in counseling: Expectations of conservative Christians. <i>Counseling & Values</i> , 49(2), 82-94. Retrieved September 6, 2005, from Academic Search Elite database.

Citing an electronic version of a daily newspaper article, retrieved from a database:

Format	Author's Last Name, Initials. (Year, Month Day). Title of Article. <i>Title of Newspaper [italics]</i> . Retrieved date, from Name of Database.
Example	Goodstein, L. & Kirkpatrick, D. D. (2005, May 22). On a Christian Mission to the Top. <i>New York Times</i> . Retrieved September 6, 2005, from Academic Search Elite database.

Citing an article in an Internet-only journal:

Format	Author's Last Name, Initials. (Year, Month Day of publication). Title of article. <i>Title of Online Journal, volume number [italics]</i> (issue number) [or any other identifying number], Retrieved Month day, year, from Internet address.
Example	Moreland, J. P. (2004, December 16). Why happiness isn't a feeling. <i>Boundless Webzine</i> . Retrieved September 6, 2005, from http://www.boundless.org/features/a0000980.html .

Citing a book in an online database accessed via the web (such as netLibrary):

Format	Author's Last Name, Initials. (Year of publication). <i>Title of book [italics]</i> . Place of Publication: Publisher. Retrieved Month day, year, from Name of database on the World Wide Web: Internet address.
Example	Spurgeon, C. H. (1874). <i>The claims of God</i> . Pensacola, Fla.: Mount Zion. Retrieved September 6, 2005, from netLibrary database on the World Wide Web: http://www.netlibrary.com/ .

Citing a U.S. government report available on government agency Web site, no publication date indicated

Format	Government Agency. (Year of publication). <i>Title of report [italics]</i> . Retrieved Month day, year, from Internet address.
Example	United States Environmental Protection Agency. (n.d.). <i>America's Children and the Environment (ACE)</i> . Retrieved September 6, 2005, from http://www.epa.gov/envirohealth/children/ .

Report from a private organization, available on organization Web site:

Format	Organization Name. (Year, month day of publication). <i>Title of online publication [italics]</i> . Retrieved Month day, year, from Internet address.
Example	Barna Group, Ltd. (2005, May 17). <i>What Is A Purpose-Driven Life to Americans?</i> Retrieved September 6, 2005, from http://www.barna.org/FlexPage.aspx?Page=BarnaUpdate&BarnaUpdateID=188 .