

Third Year Students – Department of English – Fifth Lecture

Asst. Lect. Marwah Firas Abdullah Al-Rawe

Guide to Citing and Writing in APA Format

APA stands for the [American Psychological Association](#). You'll most likely use APA format if your paper is on a scientific topic. Many behavioral and social sciences use APA's standards and guidelines.

What are behavioral sciences? Behavior sciences study human and animal behavior. They can include:

- Psychology
- Cognitive Science
- Neuroscience

What are social sciences? Social sciences focus on one specific aspect of human behavior, specifically social and cultural relationships. Social sciences can include:

- Sociology
- Anthropology
- Economics
- Political Science
- Human Geography
- Archaeology
- Linguistics

Many other fields and subject areas regularly use this style too. There are other formats and styles to use, such as [MLA format](#) and Chicago, among many, many others. If you're not sure which style to use for your research assignment or project, ask your instructor.

While writing a research paper, it is always important to give credit and cite your sources, which acknowledge others' ideas and research that you've used in your own work. Not doing so can be considered plagiarism, possibly leading to a failed grade or loss of a job. This style is one of the most commonly used citation styles used to prevent plagiarism.

In this guide, you'll find information related to writing and organizing your paper according to the American Psychological Association's standards. You'll also learn how to form proper in-text citations that correspond to an entry in a "Reference List."

Writing and Organizing Your Paper in an Effective Way

This section of our guide focuses on proper paper length, how to format headings, and desirable wording.

Paper Length:

Since APA style format is used often in science fields, the belief is "less is more." Make sure you're able to get your points across in a clear and brief way. Be direct, clear, and professional. Try not to add fluff and unnecessary details into your paper or writing. This will keep the paper length shorter and more concise.

Using Headings Properly:

Headings serve an important purpose – they organize your paper and make it simple to locate different pieces of information. In addition, headings provide readers with a glimpse to the main idea, or content, they are about to read.

Bullying in Juvenile Detention Centers (Level 1)

Negative Outcomes of Bullying in Detention Centers (Level 2)

Depression (Level 3)

Depression in School (Level 4)

Withdrawal from peers (Level 5)

Withdrawal from staff

Depression at Home (Level 4)

Writing Style Tips:

Writing a paper for scientific topics is much different than writing for English, literature, and other composition classes. Science papers are much more direct, clear, and concise. This section includes key suggestions, from APA, to keep in mind while formulating your research paper.

Verb usage:

Research experiments and observations rely on the creation and analysis of data to test hypotheses and come to conclusions. While sharing and explaining the methods and results of studies, science writers often use verbs. When using verbs in writing, make sure that you continue to use them in the same tense throughout the section you're writing.

Here's an example:

We tested the solution to identify the possible contaminants.

It wouldn't make sense to add this sentence after the one above:

We tested the solution to identify the possible contaminants. Researchers often test solutions by placing them under a microscope.

Notice that the first sentence is in the past tense while the second sentence is in the present tense. This can be confusing for readers.

For verbs in scientific papers, the manual recommends using:

- Past tense or present perfect tense for the explanation of the procedure
- Past tense for the explanation of the results
- Present tense for the explanation of the conclusion and future implications

Tone: Even though your writing will not have the same fluff and detail as other forms of writing, it should not be boring or dull to read. The Publication Manual suggests thinking about who will be the main reader of your work and to write in a way that educates them.

Reducing Bias & Labels: The American Psychological Association strongly objects of any bias towards gender, racial groups, ages of individuals or subjects, disabilities, and sexual orientation. If you're unsure whether your writing is free of bias and labels or not, have a few individuals read your work to determine if it's acceptable.

Here are a few guidelines that the American Psychological Association suggests:

- Only include information about an individual's orientation or characteristic if it is important to the topic or study. Do not include information about individuals or labels if it is not necessary to include.
- If writing about an individual's characteristic or orientation, make sure to put the person first. Instead of saying, "Diabetic patients," say, "Patients who are diabetic."
- Instead of using narrow terms such as, "adolescents," or "the elderly," try to use broader terms such as, "participants," and "subjects."
- Be mindful when using terms that end with "man" or "men" if they involve subjects who are female. For example, instead of using "Firemen," use the term, "Firefighter." In general, avoid ambiguity.
- When referring to someone's racial or ethnic identity, use the census category terms and capitalize the first letter. Also, avoid using the word, "minority," as it can be interpreted as meaning less than or deficient.
- When describing subjects, use the words "girls" and "boys" for children who are under the age of 12. The terms, "young woman," "young man," "female adolescent," and "male adolescent" are appropriate for subjects between 13-17 years old. "Men," and "women," for those older than 18. Use the term, "older adults," for individuals who are older. "Elderly," and "senior," are not acceptable if used only as nouns. It is acceptable to use these terms if they're used as adjectives.

Spelling, Abbreviations, Spacing, and other Word & Number Rules:

- Use one space after most punctuation marks unless the punctuation mark is at the end of a sentence. If the punctuation mark is at the end of the sentence, use two spaces afterwards.
- If you're including an acronym in your paper (like "APA"), it is not necessary to include periods between the letters.
- Use abbreviations sparingly. If too many abbreviations are used in one sentence, it may become difficult for the reader to comprehend the meaning.
- Prior to using an unfamiliar abbreviation, you must type it out in text and place the abbreviation immediately following it in parentheses. Any usage of the abbreviation after the initial description, can be used without the description.
 - Example: While it may not affect a patient's short-term memory (STM), it may affect their ability to comprehend new terms. Patients who experience STM loss while using the medication should discuss it with their doctor.
- If an abbreviation is featured in *Merriam-Webster's Collegiate Dictionary* as is, then it is not necessary to spell out the meaning. Example: AIDS
- Use an oxford comma. This type of comma is placed before the words and OR or in a series of three items. Example: The medication caused drowsiness, upset stomach, and fatigue.
- Use the same spelling as words found in *Merriam-Webster's Collegiate Dictionary* (American English)
- If the word you're trying to spell is not found in Webster's Collegiate Dictionary, a second resource is *Webster's Third New International Dictionary*.
- If attempting to properly spell words in the psychology field, consult the *American Psychological Association's Dictionary of Psychology*
- When writing a possessive singular noun, place the apostrophe before the s. For possessive plural nouns, the apostrophe is placed after the s.
 - Singular: Linda Morris's jacket
 - Plural: The Morris' house

- For hyphens, do not place a space before or after the hyphen: custom-built
- For numbers, use the numeral if the number is more than 10. If it's less than 10, type it out.
- 14 kilograms
- seven meters

Use of Graphics:

- If you plan to add any charts, tables, drawings, or images to your paper, number them using Arabic numerals. The first graphic, labeled as 1, should be the first one mentioned in the text. Follow them in the appropriate numeral order in which they appear in the text of your paper. Example: Chart 1, Chart 2, Chart 3.
- Only use graphics if they will supplement the material in your text. If they restate what you already have in your text, then it is not necessary to include a graphic.
- Include enough wording in the graphic so that the reader is able to understand its meaning, even if it is isolated from the corresponding text. However, do not go overboard with adding a ton of wording in your graphic.

Fundamentals of an APA Citation

Generally, APA citations follow the following format:

Contributors. (Date). *Title*. Publication Information.

Contributor Information and Titles:

The main contributor(s) of the source (often the name of the author) is placed before the date and title. If there is more than one author, arrange the authors in the same order found on the source. Use the first and middle name initials and the entire last name. Inverse all names before the title.

One author:

Smith, J. K. (Date).

Two authors:

Smith, J. K., & Sampson, T. (Date).

Three authors:

Smith, J. K., Sampson, T., & Hubbard, A. J. (Date).

Eight or more:

Smith, J. K., Sampson, T., Hubbard, A. J., Anderson, J., Thompson, T., Silva, P.,...Bhatia, N. (Date).

Other contributor types

Sometimes the main contributor is not an author, but another contributor type, such as an editor for a book, a conductor for a musical piece, or a producer for a film. In this instance, follow the contributor with the contributor type (abbreviate Editor(s) as Ed. or Eds. and most other roles can be spelled out in their entirety).

One contributor examples:

Smith, J. K. (Ed.). (Year published).

Lu, P. (Producer). (Year published).

Two contributors examples:

Smith, J. K., & Sampson, T. (Eds.). (Year published).

Lu, P., & Winters, U. (Producers). (Year published).

Corporate or group authors

Some sources may have corporate or group authors. Write these organizations in their entirety, and place them where you would write the author. If the organization is also the publisher of the source, write “Author” instead of repeating the publisher name.

Corporate author:

American Psychological Association. (Date). *Title*. Washington, DC: Author.

Government author:

Illinois Department of Industrial Relations. (Date). *Title*. Springfield, IL: McGraw-Hill

No contributor information

Sometimes you will come across sources with no contributor information. In this instance, do not write the date first. Instead, write the name of the title and then the date, then followed by the remaining appropriate bibliographic data.

Webster's dictionary. (1995). Springfield, MA: Merriam-Webster.

Title Rules – Capitalization and Italics

Article titles and works within larger works, such as chapters and web pages, as well as informally published material are not italicized. Main titles that stand alone, such as those for books and journals, are italicized. Generally, capitalize the first letter of the first word of the title or any subtitles, and the first letter of any proper nouns. For titles of periodicals, such as journals and newspapers, capitalize every principal word.

How to Format In-Text, or Parenthetical Citations:

Researchers include brief parenthetical citations in their writing to acknowledge references to other people's work. Generally, parenthetical citations include the last name of the author, year of publication and Page numbers.

If some of the information is included in the body of the sentence, exclude it from the parenthetical citation. In-text APA citations typically appear at the end of the sentence, between the last word and the period.

Example of a parenthetical citations without the author's name in the text:

Harlem had many artists and musicians in the late 1920s (Belafonte, 2008:89).

Example of a parenthetical citation when author is mentioned in the text:

According to Belafonte, Harlem was full of artists and musicians in the late 1920s (2008:89).

For **parenthetical citations with two authors**, format your parenthetical citation like this:

Rallying to restore sanity was a revolutionary undertaking (Stewart & Colbert, 2010:23).

For **parenthetical citations with three to five authors**:

- Include all names in the first in-text parenthetical citation, separated by commas and then an ampersand (&).
- Rallying to restore sanity was a revolutionary undertaking (Stewart, Colbert, & Oliver, 2010:22).
- For all subsequent in-text parenthetical citations, include only the first author, followed by “et al.” and the publication year if it is the first citation in a paragraph.
- The event resulted in thousands of participants flocking to the National Mall in support of the cause (Stewart et al. 2010:88).
- Stewart et al. (2010:88) state that the event resulted in thousands of participants flocking to the National Mall in support of the cause.

For **parenthetical citations for six or more authors**, include only the last name of the first author, followed by “et al.” and publication year in ALL parenthetical citations.

The study did not come to any definitive conclusions (Rothschild et al., 2013:45).

For **parenthetical citations for sources without an author**:

- If a work has no author, include the first few words of the bibliography entry (in many cases, the title), the year, and page number.
- Use quotation marks around the titles of articles, chapters, and/or websites.
- However, unlike in your reference list, parenthetical citations of articles and chapters should have all major words capitalized.
- Italicize the titles of periodicals, books, brochures, or reports.

Example:

- Statistics confirm that the trend is rising (“New Data,” 2013:90).
- The report includes some bleak results (*Information Illiteracy in Academia*, 2009:80).

Citing a part of a work:

When citing a specific part of a work, provide the relevant page number or section identifier, such as a chapters, tables, or figures. Direct quotes should always have page numbers.

Example for citing part of a source in your in-text or parenthetical APA citation:

One of the most memorable quotes is when he says, “You are going to live a good and long life filled with great and terrible moments that you cannot even imagine yet!” (Green, 2012, p. 272).

If the source does not include page numbers (such as online sources), you can reference specific parts of the work by referencing the:

- Paragraph number (only use if the source includes actual paragraph numbers. Do not count paragraphs) with the abbreviation “para.” Or the symbol " ¶ " (Klein, 2017, para. 7).
- Tables and figures spelled out, starting with capital letters (Klein, 2017, Table 1) or (Klein, 2017, Figure A).
- Chapters spelled out, starting with capital letters (Klein, 2017, Chapter 19).
- Official headings can be spelled out, starting with a capital letter. If they’re lengthy, use the first few words of the title. (Klein, 2017, Methodology section).
- These specific parts can be combined. (Klein, 2017, Chapter 19, para. 8).

Citing groups or corporate authors:

Corporations, government agencies, and associations can be considered the author of a source when no specific author is given.

- Write out the full name of the group in all parenthetical citations

Example:

The May 2011 study focused on percentages of tax money that goes to imprisonment over education funding (National Association for the Advancement of Colored People, 2011).

- You may abbreviate the group name if the group’s name is lengthy and it is a commonly recognized abbreviation in all subsequent parenthetical citations.

Example:

The report found that over a half billion of taxpayer dollars went to the imprison residents “from 24 of New York City’s approximately 200 neighborhoods” (NAACP, 2011, p. 2).

Parenthetical citations for classical, biblical, or religious works:

- It is not necessary to create a full APA reference list citation at the end of your project for these source types. Only include in-text, or parenthetical citations, for these sources.
- Cite the translation or version used.
 - (Homer, trans. 1998).
 - (King James Version).
- When citing specific content from these sources, include the paragraph/line numbers that are used in classical works. This information is consistent across versions/editions, and is the easiest way to locate direct quotes from classical works.
 - The Bible extols the virtues of love; “Love is patient, love is kind. It does not envy, it does not boast, it is not proud” (1 Cor. 13:4 New International Version).

Citing and formatting block quotes:

When directly quoting information from sources in your writing, you may need to format it differently depending on how many words are used.

If a quote runs on for more than 40 words:

- Start the direct quotation on a new line
- Indent the text roughly half an inch from the left margin
- If there are multiple paragraphs in the quotation, indent them an extra half inch
- Remove any quotation marks
- Double-space the text
- Add the parenthetical citation after the final sentence

Example:

Packer (2017) states that:

The future of fantasy sports depends on the advocacy of the Fantasy Sports Trade Association to work with various state government agencies on legislation and reform. With over ten executive board members on the Fantasy Sports Trade Association's team, we regularly attend various state legislation sessions when fantasy sports is on the agenda. This ensures that we're aware of and ready to take action on any changes in legislation. (p.34).

Web Rules

When citing electronic or online sources, keep these things in mind:

- When including URLs in the citation, do not place a period at the end.
- If a URL runs across multiple lines of text in the citation, break the URL off before punctuation (e.g., periods, forward slashes) – except <http://>.
- For journal articles, include the DOI (digital object identifier) in the citation, if there is a DOI number available. DOI numbers are preferred over URLs because DOIs never change, they remain static. URLs on the other hand can become broken or outdated links. Format it as follows: <http://dx.doi.org/xxxx>
- If no DOI is provided, include the URL of the homepage for the journal that published the article. Format it as follows: Retrieved from <http://www.xxx>
- Do not include database information, such as the name of the database or its publisher.

Plagiarism Basics:

We include citations in our research projects to prevent plagiarism. Plagiarism is when you use someone else's work in your own project, but do not acknowledge that author and their original work. You may pretend it's your own work or change the original author's work to make your own project seem valid. Plagiarism, while preventable, can result in serious consequences.

How to Format an APA Bibliography

- Label the page References and center it at the top of the page
- Double space the entire list
- Every line after the first line of a citation should be indented one-half inch from the left margin (also known as hanging indentations)
- Alphabetize your entire bibliography list

Categories of Papers:

- Empirical Studies: Empirical studies take data from observations and experiments to generate research reports. It is different from other types of studies in that it isn't based on theories or ideas, but on actual data.
- Literature Reviews: These papers analyze another individual's work or a group of works. The purpose is to gather information about a current issue or problem and to communicate where we are today. It sheds light on issues and attempts to fill those gaps with suggestions for future research and methods.
- Theoretical Articles: These papers are somewhat similar to a literature reviews, in that the author collects, examines, and shares information about a current issue or problem, by using others' research. It is different from literature reviews in that it attempts to explain or solve a problem by coming up with a new theory. This theory is justified with valid evidence.
- Methodological Articles: These articles showcase new advances, or modifications to an existing practice, in a scientific method or procedure. The author has data or documentation to prove that their new method, or improvement to a method, is valid. Plenty of evidence is included in this type of article. In addition, the author explains the current method being used in addition to their own findings, in order to allow the reader to understand and modify their own current practices.
- Case Studies: Case studies present information related an individual, group, or larger set of individuals. These subjects are analyzed for a specific reason and the author reports on the method and conclusions from their study. The author may also make suggestions for future research, create possible theories, and/or determine a solution to a problem.

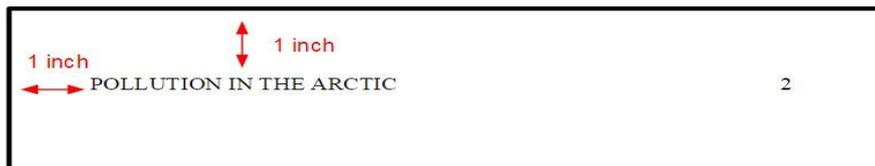
How to Format an APA Style Paper:

Your teacher may want you to format your paper using APA's guidelines. If you were told to create your citations in APA format, your paper should be formatted using the APA guidelines as well.

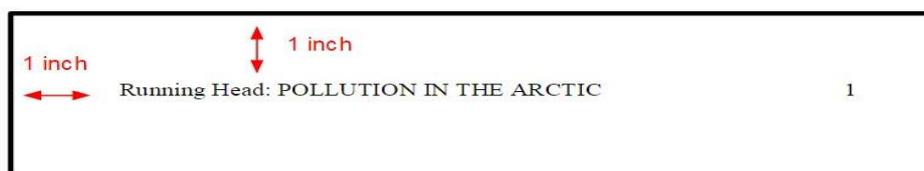
General guidelines:

- Use 8 ½ x 11" paper
- Make 1 inch margins on the top, bottom, and sides
- The first word in every paragraph should be indented one half inch
- Use Times New Roman font, size 12
- Double space the entire paper
- Include a page header known as the "running head" at the top of every page. (To make this process easier, set your word processor to automatically add these components onto each page)
- To create a running head/page header, insert page numbers justified to the right-hand side of the paper (do not put p. or pg. in front of the page numbers)
- Then type "TITLE OF YOUR PAPER" justified to the left using all capital letters
- If your title is long, this running head title should be a shortened version of the title of your entire paper.

Sample running head/page header

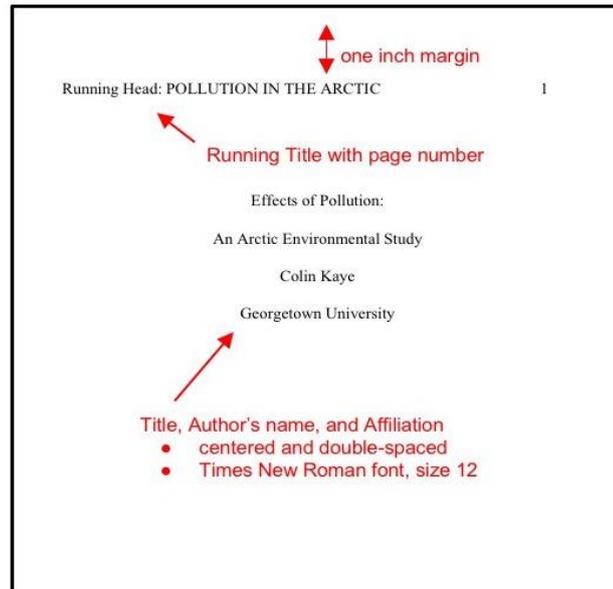


- APA Format Papers Components: Your essay should include these four major sections:
 - An APA format Title Page:
 - This page should contain four pieces: the title of the paper, running head, the author's name, institutional affiliation, and an author's note. Create the page header/running head as described above. *Please note that only on the title page, your page header/running head should include the words "Running Head" before your title in all capital letters. The rest of the pages should not include this in the page header. It should look like this on the title page:



- The title of the paper should capture the main idea of the essay, but should not contain abbreviations or words that serve no purpose.
- It should be centered on the page and typed in 12-point Times New Roman font. Do not underline, bold, or italicize the title.
- Your title may take up one or two lines, but should not be more than 12 words in length.
- All text on the title page should be double-spaced in the same way as the rest of your essay.
- Do not include any titles on the author's name such as Dr. or Ms.
- The institutional affiliation is the location where the author conducted the research.

Sample Title page:



Abstract

What is an Abstract?

An abstract is a summary of a scholarly article or scientific study. Scholarly articles and studies are rather lengthy documents and abstracts allow readers to first determine if they'd like to read an article in its entirety or not.

You may come across abstracts while researching a topic. Many databases display abstracts in the search results and also often display them before showing the full text to an article or scientific study. It is important to create a high quality abstract, that accurately communicates the purpose and goal of your paper, as readers will determine if it is worthy to continue reading or not.

If you're planning on submitting your paper to a journal for publication, first check the journal's website to learn about abstract and paper requirements.

Here are some helpful suggestions to create a dynamic abstract:

- Feature the main keywords of your project or paper in the abstract. In addition, use the keywords or keyword strings that you think readers will type into the search box. Individuals who are researching the same or similar topics may come across your abstract and find it useful to read or use for their own research purposes.
- Use concise, brief, informative language. You only have a few sentences to share the summary of your entire document, so be direct with your wording.
- Use an active voice, not a passive voice. When writing with an active voice, the subject *performs* the action. When writing with a passive voice, the subject *receives* the action.

Example:

Active voice: The subjects reacted to the medication.

Passive voice: There was a reaction from the subjects taking the medication.

- Instead of evaluating your project in the abstract, simply report what it contains.
- If a large portion of your work includes the extension of someone else's research, share this in the abstract and include the author's last name and the year their work was released.

On the following page, begin with the Running title.

1. On the first line of the page, center the word “Abstract” (but do not include quotation marks).
2. On the following line, write a summary of the key points of your research. Your abstract summary is a way to introduce readers to your research topic, the questions that will be answered, the process you took, and any findings or conclusions you drew.
3. This summary should *not* be indented, but should be double-spaced and less than 250 words.
4. If applicable, help researchers find your work in databases by listing keywords from your paper after your summary. To do this, indent and type *Keywords:* in italics. Then list your keywords that stand out in your research.

APA Sample Paper Abstract page:

Running Title with page number
(do not include the words
“Running Head” after the Title
Page)

double-spaced, Times New
Roman font, size 12

Do not indent abstract
summary paragraph

Between 150-250 words

All abbreviations and
important acronyms used in
the paper should be defined
here

indent

POLLUTION IN THE ARCTIC 2

Abstract

This paragraph should be a summary of the key points of your research. Your abstract summary is a way to introduce readers to your research topic, the questions that will be answered, the process you took, and any findings or conclusions you drew. Do not hesitate to mention the results of the study so that someone who is skimming your work knows whether to continue reading on or not.

Keywords: abstract, summary, conclusions

The Body

On the following page, begin with the Body of the APA paper.

1. Start with the Running title
2. On the next line write the title (do not bold, underline, or italicize the title)
3. Begin with the introduction. Indent.
4. The introduction presents the problem and premise upon which the research was based. It goes into more detail about this problem than the abstract.
5. Begin a new section with the Method. Bold and center this subtitle. The Method section shows how the study was run and conducted. Be sure to describe the methods through which data was collected.
6. Begin a new section with the Results. Bold and center this subtitle. The Results section summarizes the data. Use charts and graphs to display this data.
7. Begin a new section with the Discussion. Bold and center this subtitle. This Discussion section is a chance to analyze and interpret your results.
 1. Draw conclusions and support how your data led to these conclusions.
 2. Discuss whether or not your hypothesis was confirmed or not supported by your results.
 3. Determine the limitations of the study and next steps to improve research for future studies.

** Throughout the body, in-text citations are used and include the author name(s) and the publication year. In APA format page numbers are not used in-text citations.

Ex: (Wilkinson, 2009).

Sample Body page:

Running Title with page number
(do not include the words "Running
Head" after the Title Page)

POLLUTION IN THE ARCTIC 3

Effects of Pollution: An Arctic Environmental Study

(Indent) This paragraph should be your introduction. The introduction presents the problem and premise upon which the research was based. It goes into more detail about this problem than the abstract.

Method

(Indent) The method section shows how the study was run and conducted. Be sure to describe the methods through which data was collected.

Results

(Indent) The Results section summarizes the data. Use graphs and illustrations to display the data.

Table 1: Survey Results from Arctic



APA Referencing

On a new page, write your references.

1. Begin with a running title
2. Center and bold the title "References" (do not include quotation marks, underline, or italicize this title)
3. Alphabetize and Double-space all entries
4. Every article/source mentioned in the paper and used in your study should be referenced and have an entry.

Sample Reference Page:

POLLUTION IN THE ARCTIC 9

References

Abdul, J. (2009). How will the arctic survive? National Geographic, 39. Retrieved from http://www.geographic.com/library/JournalArticle.asp?Article_ID=82

Fox, H. (2011). The greenhouse effect: Environmental stresses. The Environmental Journal. Retrieved from <http://enviro.com>

How to Cite Various Source Types:

Books

A book is a written work or composition that has been published – typically printed on pages bound together.

Book citations contain the author name, publication year, book title, city and state or country of publication and the publisher name.

Much of the information you need to create a print book citation can be found on the title page. The title page is found within the first couple of pages of the book.

Author, F. M. (Year of Publication). *Title of work*. Publisher City, State: Publisher.

James, H. (2009). *The ambassadors*. Rockville, MD: Serenity.

Chapter in a Print Book:

A chapter is a specific section, or segment, of a book. Chapters often have their own title or they are numbered.

Author, F. M. (Year of Publication). Title of chapter. In F. M. Editor (Ed.), Title of book (pp. xx-xx). Publisher City, State: Publisher.

Much of the information you will need to create a chapter in a print book citation can be found on the title page. The title page is found within the first couple of pages of the book. You will also need some of the information found on the table of contents. The chapter title, author, and page numbers can be found there.

Shuhua, L. (2007). The night of MidAutumn Festival. In J. S. M. Lau & H. Goldblatt (Eds.), *The Columbia Anthology of Modern Chinese Literature* (pp. 95-102). New York, NY: Columbia University Press.

E-Books:

An e-book is a written work or composition that has been digitized and is readable through computers or e-readers such as Kindles, iPads, Nooks, etc.

Author, F. M. (Year of Publication). *Title of work* [E-reader version]. Retrieved from URL

Stoker, B. (2000). *Dracula* [Kindle HDX version]. Retrieved from <http://www.overdrive.com/>

Chapter in an E-book:

Author, F. M. (Year of Publication). Title of chapter. In F. M. Editor (Ed.), *Title of book* [E-reader version] (pp. xx-xx). Retrieved from URL or <http://dx.doi.org/xxxx>

The Bible and Other Classical Religious Texts:

The Bible and other classical religious texts (such as the Torah, the Qur'an, and others) do not require a citation in the reference list. However, you must include an in-text citation anytime you reference these texts in your writing.

For the in-text citation, when quoting or paraphrasing specific excerpts from the text, include the information about the specific verse, line, page, etc.

If the version of the religious text you are using is relevant, mention it in the first reference in your writing. This can be as either a general reference or a formal in-text citation.

Example:

The Bible extols the virtues of love; “Love is patient, love is kind. It does not envy, it does not boast, it is not proud” (1 Cor. 13:4 New International Version).

Remember, you only need to cite the version of the religious text used in the first general reference or in-text citation of the source. In all other instances, leave it out.

Journals

Scholarly, or academic, journals are often created for specific fields or disciplines. They are issued periodically throughout the year and feature scholarly articles, research studies, and/or reviews.

In journal citations, journal titles are written in title case and followed by the volume number. Both of these fields should be italicized.

Journals found on a database or online:

Author, F. M. (Year of Publication). Article title. *Journal Title, Volume Number*(Issue Number), pp.-pp.
<http://dx.doi.org/xxxx> or Retrieved from homepage URL

Database information and the retrieval date are not required in journal article citations.

If no DOI is listed, use the periodical homepage URL. Example: Retrieved from
[http://onlinelibrary.wiley.com/journal/10.1002/\(ISSN\)1936-2706](http://onlinelibrary.wiley.com/journal/10.1002/(ISSN)1936-2706)

Trier, J. (2007). “Cool” engagements with YouTube: Part 2. *Journal of Adolescent & Adult Literacy, 50*(7), 598-603.
<http://dx.doi.org/10.1598/JAAL.50.7.8>

Journals found in print:

Author, F. M., Author, F. M. & Author, F. M. (Year of Publication). Article title. *Journal Title, Volume Number*(Issue Number), page range.

Lin, M.G., Hoffman, E.S., & Borengasser, C. (2013). Is social media too social for class? A case study of Twitter use. *Tech Trends, 57*(2), 39-45.

Newspapers

A newspaper is a daily or weekly publication that contains news; often featuring articles on political events, crime, business, art, entertainment, society, and sports.

Newspapers found in print:

Author, F. M. (Year, Month Day of Publication). Article title. *Newspaper Title*, pp. xx-xx.

If the article is printed on discontinuous pages, list all of the page numbers/ranges and separate them with a comma (e.g., pp. C2, C4, C7-9.)

Bowman, L. (1990, March 7). Bills target Lake Erie mussels. *Pittsburgh Press*, p. A4.

Newspapers found online:

Author, F. M. (Year, Month Day of Publication). Article title. *Newspaper Title*. Retrieved from newspaper's homepage URL

The URL of the newspaper's homepage is used to avoid broken links

Kaplan, K. (2013, October 22). Flu shots may reduce risk of heart attacks, strokes and even death. *Los Angeles Times*. Retrieved from <http://www.latimes.com>

Magazines

A magazine is a periodical that often contains text and/or graphics that revolve around a specific topic or subject. Most articles in magazines are relatively short in length (compared to journals) and often contain colorful images.

Magazines in print:

Author, F. M. (Year, Month of Publication). Article title. *Magazine Title*, *Volume number*(Issue number), page range.

The volume number can be found on the publication information page of the magazine. Page numbers are typically found on the bottom corners of an article. If issue number is not provided, omit it from the citation.

Luckerson, V. (2014, January). Tech's biggest promises for 2014. *TIME*, 183, 23-25.

Magazines found online:

Author, F. M. (Year, Month of Publication). Article title. *Magazine Title*, *Volume number*(Issue number). Retrieved from URL of magazine's homepage or DOI number.

The volume and issue number may not be on the same page as the article. Browse the website before omitting it from the citation.

Luckerson, V. (2014, January). Tech's biggest promises for 2014. *TIME*. Retrieved from <http://time.com/>

Blogs

An online blog generally revolves around one specific subject matter and contains text or graphics that are added by an individual, group, or organization. Individual blog posts are regularly added to a blog site.

Author, F. M. (Year, Month, Day of Publication). Title of blog post [Blog post]. Retrieved from URL

If the author's full name is not available, the author's screen name or handle is acceptable to use.

Silver, N. (2013, July 15). Senate control in 2014 increasingly looks like a tossup [Blog post]. Retrieved from <http://fivethirtyeight.blogs.nytimes.com/2013/07/15/senate-control-in-2014-increasingly-looks-like-a-tossup/>

Websites

A website is a group of online pages, placed together, that can contain text and/or images for informational or entertainment purposes. Most websites revolve around a topic or theme. There are news websites, sports, research, shopping, and many other types of websites.

Note that many sources have citation structures for their online versions (e.g., online newspapers, dictionaries, magazine or journal articles). Check the other formats on this page to see if there is a specific citation type in an online format that matches your source.

Website with an author:

Author, F. M. (Year, Month Day of Publication). Title of web page [Format]. Retrieved from URL

Only include information about the format in brackets if the website is a unique type of document, such as a PDF.

Limer, E. (2013, October 1). Heck yes! The first free wireless plan is finally here. Retrieved from <http://gizmodo.com/heck-yes-the-first-free-wireless-plan-is-finally-here-1429566597>

Website without an author:

Title of web page [Format]. (Year, Month Day of Publication). Retrieved from URL

Only italicize the title if it stands alone (such as a singular online document or complete report). If you're unsure of whether or not to italicize, then do not italicize the title.

Mongolia. (2016, December 5). Retrieved from <https://travel.state.gov/content/passports/en/country/mongolia.html>

Tweet:

A tweet is a post that is made on the social media site, *Twitter*.

Last name, F. M. [Username]. (Year, Month Day of Posting). Text of tweet [Tweet]. Retrieved from URL

If the author's full name is unavailable, only include the username at the beginning of the citation, without brackets.

RealTalkRaph. (2017, September 2). The Patriots are always many moves ahead of every other NFL team. Extreme organizational depth at all skilled positions & a fearless leader [Tweet]. Retrieved from <https://twitter.com/RealTalkRaph/status/904061814278955008>

YouTube Video:

YouTube is a popular website that displays videos that are uploaded by individuals and companies.

Uploader's Last name, F. M. [Username]. (Year, Month Day of Posting). *Video title* [Video file]. Retrieved from URL

If the author's full name is unavailable, only include the username at the beginning of the citation, without brackets.

305 Fitness. (2017, August 18). *When I grow up* [Video file]. Retrieved from <https://youtu.be/a8-svSALtmk>

Musical Recording:

Musical recordings are musical audio clips, songs, or albums. Many are found online and listened to digitally.

Songwriter's Last name, F. M. (Publication year). Song title [Recorded by F. M. Singer's Last Name]. On *Album title* [Audio file]. Retrieved from URL

Only include the information about the individual or band who performs the song if it is different than the name of the author, or songwriter.

Red Hot Chili Peppers. (2006). Tell me baby. On *Stadium arcadium* [Audio file]. Retrieved from open.spotify.com/track/0itNMuBHye9fu392b4e9oa

Films:

Producer's Last name, F. M. (Producer), & Director's Last name, F. M. (Director). (Year of publication). *Title of film* [Format]. Retrieved from URL

The format is placed in brackets directly after the title. It can be either DVD, video file, or another medium that the film is found on.

Thomas, E. (Producer), & Nolan C. (Director). (2017). *Dunkirk* [Video file]. Retrieved from <https://watchmovie.info/watch-movie-operation-dunkirk/h0Eq>

TV/Radio Broadcast/Podcast:

To cite an individual television episode or radio podcast or broadcast streamed online, use the following structure:

Writer's Last name, F. M. (Writer), & Director's Last name, F. M. (Director). (Year published). Title of individual episode or podcast [Television series episode or podcast]. In F. M. Producer's Last name (Executive producer), *Television or Podcast series name*. Retrieved from URL

Dick, L. (Writer), & Yaitanes, G. (Director). (2009). Simple explanation [Television series episode]. In P. Attanasio (Producer), *House, M.D.* Retrieved from <https://www.dailymotion.com/video/x4y4g93>

**To cite a full television series or podcast/radio broadcast in its entirety, use the following structure:

Producer's Last name, F. M. (Producer), & Creator's Last name, F. M. (Creator). (Year aired). *Title of television series or podcast series* [Television series or podcast series]. Retrieved from URL

Benihoff, D. & Weiss, D. B. (Producers & Creators). (2017). *Game of thrones, season 7* [Television series]. Retrieved from <http://www.hbo.com/game-of-thrones>

Thesis or Dissertation:

A thesis is a document submitted to earn a degree at a university. A dissertation is a document submitted to earn an advanced degree, such as a doctorate, at a university.

Many theses and dissertations can be found on databases. For this specific source type, include the name of the database in the citation. In most other source types, the name of the database isn't included in the citation.

Author's Last name, F. M. (Year published). *Title of dissertation or thesis* (Doctoral dissertation or Master's thesis). Retrieved from Database Title. (Order number or Accession number).

Knight, K.A. (2011). *Media epidemics: Viral structures in literature and new media* (Doctoral dissertation). Retrieved from MLA International Bibliography Database. (Accession No. 2013420395)

If the thesis or dissertation is found on a website, use this structure:

Author's Last name, F. M. (Year published). *Title of dissertation or thesis* (Doctoral dissertation or Master's thesis). Retrieved from URL

Wilson, P.L. (2011). *Pedagogical practices in the teaching of English language in secondary public schools in Parker County* (Doctoral dissertation). Retrieved from http://drum.lib.umd.edu/bitstream/1903/11801/1/Wilson_umd_0117E_12354.pdf

Conference Paper:

Author's Last name, F. M. (Year presented, month). *Title of conference paper*. Paper presented at the meeting of Name of Organization, Place of Meeting. Retrieved from URL

Briden, J., Burns, V., & Marshall, A. (2007, March). *Knowing our students: Undergraduates in context*. Paper presented at ACRL National Conference, Baltimore, MD. Retrieved from <http://www.ala.org/acrl/sites/ala.org.acrl/files/content/conferences/confsandpreconfs/national/baltimore/papers/184.pdf>

Interview:

Reference lists only include works that can be found by the reader. As a personal interview is not published or "findable," it should not be included in the reference list. Instead, a personal interview should be referenced as a parenthetical citation. For example: (J. Smith, personal communication, June 18, 2017).

If you would like to include a personal interview as part of your reference list, then include the interviewee, the date of the interview, and the type of interview.

Last name, F. M. (Year, Month Day of Interview). Interview by F. M. Last name [Format of Interview].

Mobile App:

Apps are often used on digital devices such as smartphones, tablets, and wearable such as smart watches. Apps are downloaded from an app store by the user. Some apps correlate with a website and some apps stand alone.

Creator's Last name, F. M. or Company. (Year version was published). App's Title (Version). [Mobile application software]. Retrieved from URL's homepage

Sound Cloud. (2017). Sound Cloud – Music & Audio (Version 5.12.0). [Mobile application software]. Retrieved from <https://itunes.apple.com/>

Encyclopedia:

Encyclopedias are reference works that focus on a specific discipline or they may contain information about all general topics. Encyclopedias are often organized in alphabetical order and contain entries, which are brief overviews, of a topic.

Author's Last name, F. M. (Year published). Title of entry. In F. M. Editor's Last name (Ed.), *Title of encyclopedia* (Version). Retrieved from URL

Davis, A. S., & Landis, D. A. (2011) Agriculture. In D. Simberloff & M. Rejmanek (Eds.), *Encyclopedia of biological invasions*. Retrieved from <https://books.google.com>

Dictionary:

Dictionary entry. (Year published). In *Title of dictionary* (Version). Retrieved from URL

Donkey. In *Oxford English living dictionary*. Retrieved from <https://en.oxforddictionaries.com>

This article is available at: <http://www.easybib.com/guides/citation-guides/apa-format/>