

# **APA Formatting Guide**

References, Parenthetical Citations, Quotations

This guide is based on the Publication Manual of the American Psychological Association 6<sup>th</sup> Edition. For more details and examples:

- Check out the Lynn Library online guide: http://lynn-library.libguides.com/apa and
- Consult the Online Writing Lab (OWL) at Purdue: <a href="https://goo.gl/QEAs1c">https://goo.gl/QEAs1c</a>
- Refer to the APA Style Blog: http://blog.apastyle.org/

- Ask a Lynn Librarian for help at www.lynn.edu/library
- Ask for the APA manual at the Library Information Desk

#### **ELECTRONIC SOURCES**

**Journal article** (with doi): Author's names. (Year of publication). Article title. *Journal Title*, *volume no*,(issue no), pages. For journal articles, the APA style requires including the Document Object Identifier or doi if available.

Example: Herbst-Damm, K. L., & Kulik, J. A. (2005). Volunteer support, marital status, and the survival of terminally ill patients. *Health Psychology*, 24, 225-229. doi:10.1037/0278-6133.24.2.225.

• Cited in text: (Herbst-Damm & Kulik, 2005)

**Journal article** (no doi available): Author's names. (Year of publication). Article title. *Journal Title*, *volume no*,(issue no), pages. Retrieved from url

Example: Sillick, T. J., & Schutte, N. S. (2006). Emotional intelligence and self-esteem mediate between perceived early parental love and adult happiness. *E-Journal of Applied Psychology*, 2(2), 38-48. Retrieved from <a href="http://ojs.lib.swin.edu.au/index.php/ejap">http://ojs.lib.swin.edu.au/index.php/ejap</a>

• Cited in text: (Sillick & Schutte, 2006)

**Dialogue iBooks** (for more examples see <a href="http://lynn-library.libguides.com/apa/ibook">http://lynn-library.libguides.com/apa/ibook</a>): Author. (Year of publication). Title of reading. In Editors of Dialogue Book, Title of dialogue book (edition, page numbers). Place of Publication: Publisher. (If the reading was first published somewhere else, include: original work published [year])

Example: McCallister, L., & Weissman, R. (2015). Dialogues of quantitative reasoning: Personal finance level 100 (2nd ed.). Boca Raton, FL: Lynn University.

• Cited in text: (McCallister & Weissman, 2015, p. 18)

**E-book:** Author's name. (Year of publication). *Book title.* Publication information. Retrieved from url *Example:* Zedillo, E. (Ed.). (2007). *Global warming: Looking beyond Kyoto*. Washington, DC: Brookings Institution Press. Retrieved from <a href="http://www.ebrary.com">http://www.ebrary.com</a>

• Cited in text: (Zedillo, 2007)

**Article from newspaper/magazine, with author:** Author name. (Year, Month Day). Article title. *Publication Title*. Retrieved from url

Loeb, W. (2014, November 20). Amazon's pricing strategy makes life miserable for the competition. *Forbes*. Retrieved from <a href="http://www.forbes.com/sites/walterloeb/2014/11/20/amazons-pricing-strategy-makes-life-miserable-for-the-competition/">http://www.forbes.com/sites/walterloeb/2014/11/20/amazons-pricing-strategy-makes-life-miserable-for-the-competition/</a>

• Cited in text: (Loeb, 2014)

Article from newspaper/magazine, no author: Article title. (Year, Month Day). Newspaper Title. Retrieved from url Example: Body of ex-White House chef found in New Mexico. (2015, June 22). Toronto Sun. Retrieved from <a href="http://www.torontosun.com">http://www.torontosun.com</a>

• Cited in text: ("Body of ex-White House chef," 2015)

# Article from website with author (corporate author or individual author(s)):

In general, be careful using sites online for which you can't find an author. Give as much date information as possible—n.d. for no date.

*Example:* American Medical Association. (n.d.). *Improving health outcomes*. Retrieved from <a href="http://www.ama-assn.org/ama/pub/about-ama/strategic-focus/improving-health-outcomes.page">http://www.ama-assn.org/ama/pub/about-ama/strategic-focus/improving-health-outcomes.page</a>

• Cited in text: (American Medical Association, n.d.)

Example: Mishel, L., & Davis, A. (2015, June 21). Top CEOs make 300 times more than typical workers. Economic Policy

Institute. Retrieved from <a href="http://www.epi.org/publication/top-ceos-make-300-times-more-than-workers-pay-growth-surpasses-market-gains-and-the-rest-of-the-0-1-percent/">http://www.epi.org/publication/top-ceos-make-300-times-more-than-workers-pay-growth-surpasses-market-gains-and-the-rest-of-the-0-1-percent/</a>

• Cited in text: (Mishel & Davis, 2015)

## Web document on university program or department website:

Example: Mello, A., & Knights, M. (2015, April 30). The cult of the offensive: The Islamic State on defense. Retrieved from: https://www.ctc.usma.edu/posts/the-cult-of-the-offensive-the-islamic-state-on-defense

• Cited in text: (Gates, 2015)

YouTube video: Author or compiler name. (Date showing year, month date). *Title of video* [Video file]. Retrieved from url *Example:* The Cobalt Agent. (2007, September 14). *Ronald Reagan's remarks on the Challenger shuttle explosion* [Video file]. Retrieved from <a href="http://www.youtube.com/watch?v=5JKIZ7j20EA">http://www.youtube.com/watch?v=5JKIZ7j20EA</a>

• Cited in text: (Cobalt Agent, 2007)

**Streaming television show:** Name of person. (His or her role: producer, director, writer, etc.). (Date of production). *Title* followed by [Television broadcast]. Place of production: Name of Production Company. Retrieved from url.

Example: Baldwin, B. (Anchor). (2015, June 22). Confederate flag debate [Television broadcast]. Atlanta: CNN. Retrieved from http://www.cnn.com/go/?sessionToken=awWIgFTq5txnf3O0gTTTpdsTZ

• Cited in text: (Baldwin, 2015)

## Dictionary/encyclopedia entry online:

Hacker. (2011). In Merriam-Webster.com. Retrieved May 8, 2015 from http://www.merriam-webster.com/dictionary/hacker

• Cited in text: ("Hacker," 2011)

#### PRINT SOURCES

**Book by a single author:** Author's name. (Year of publication). *Book title*. Publication information.

Example: McPherson, J. M. (2009). Abraham Lincoln. Oxford: Oxford University Press.

• Cited in text: (McPherson, 2009)

Book by two authors: Authors' names. (Year of publication). Book title. Publication information.

Example: Beck, C. A. J., & Sales, B. D. (2001). Family mediation: Facts, myths, and future prospects. Washington, DC: American Psychological Association.

• Cited in text (Beck & Sales, 2001)

## Two books, same author (sorted by date, oldest first)

Examples: Hemingway, E. (1929). A farewell to arms. New York: Scribner.

Hemingway, E. (1952). Old man and the sea. New York: Scribner.

• Cited in text: (Hemingway, 1929), (Hemingway, 1952)

Edited Book: Editor's name. (Ed.). (Year of publication). Book title. Publication information.

Example: Papazian, M. A. (Ed.). (2008). The sacred and profane in English Renaissance literature. Newark: University of Delaware Press.

• Cited in text: (Papazian, 2008)

Book, no author or editor: Title in author position. (Year of publication). Publication information.

Example: Merriam-Webster's collegiate dictionary (11th ed). (2003). Springfield, MA: Merriam-Webster.

• Cited in text: (Merriam-Webster's Collegiate Dictionary, 2003)

## Journal, Magazine, and Newspaper Articles (Print)

**Article in a journal:** Author, A. A., Author, B. B., & Author, C. C. (Year, Month Day). Article title. *Journal title, volume no.* (issue no), pages.

Example: Mellers, B. A. (2001). Choice and the relative pleasure of consequences. Psychological Bulletin, 126, 919-924.

• Cited in text: (Mellers, 2001)

Magazine article: Author or authors. (Year, Month Day). Title of article. Title of Magazine, volume number, page numbers.

*Example:* Kandel, E. R., & Squire, L. R. (2002, November 10). Neuroscience: Breaking down scientific barriers to the study of brain and mind. *Science*, 290, 1113-1120.

• Cited in text: (Kandel & Squire, 2002)

**Daily newspaper**, **no author:** Article title. (Year, Month Day). *Name of newspaper*, Page numbers preceded by p. or pp.

Example: Swift criticizes Apple Music in open letter. (2015, June 22). South Florida Sun Sentinel, p. A5.

• Cited in text: ("Swift criticizes," 2015)

#### **AUDIOVISUAL SOURCES**

**Movie or Film recording:** Name of person. (His or her role: producer, director, writer). (Date of production). *Title* followed by [DVD]. Country of production: Name of movie studio.

Example: Scorcese, J. (Producer), & Lonergan, K. (Writer/Director). (2000). You can count on me [DVD]. United States: Paramount Pictures.

• Cited in text: (Scorcese, 2000)

**Television broadcast:** Name of person. (His or her role: producer, director, writer). (Year, Month Day). *Title* followed by [Television broadcast]. Place of production: Name of Production Company.

Example: Melia, M. (Senior Broadcast Producer). (2015, June 19). *The PBS news hour* [Television broadcast]. New York and Washington, DC: Public Broadcasting Service.

• Cited in text: (Melia, 2015)

**Music recording:** Writer, A. (Date of copyright). Title of song [Recorded by artist if different from writer]. On *Title of Album* [Medium of recording: CD, Record, Cassette, etc.]. Location: Label. (Recording date if different from copyright date)

Example: Goodenough, J. B. (1982). Tails and trotters [Recorded by G. Bok, A. Mayo, & E. Trickett]. On *And so will we yet* [CD]. Sharon, CT: Folk-Legacy Records. (1990)

• Cited in text: (Goodenough, 1982, track 5)

#### **QUOTATIONS**

## **Short Quotations**

When a direct quotation is used, always include the author, year, and page number as part of the citation. A quotation of fewer than 40 words should be enclosed in double quotation marks and should be incorporated into the formal structure of the sentence. Include in-text citation after the "mark, but before the period ending the sentence.

# Example:

Patients receiving prayer had "less congestive heart failure, required less diuretic and antibiotic therapy, had fewer episodes of pneumonia, had fewer cardiac arrests, and were less frequently intubated and ventilated" (Byrd, 1988, p. 829).

## **Long Quotations (block quotes)**

Place direct quotations longer than 40 words in a free-standing block of typewritten lines, and omit quotation marks. Start the quotation on a new line, indented five spaces from the left margin. Type the entire quotation on the new margin, and indent the first line of any subsequent paragraph within the quotation five spaces from the new margin. Maintain double-spacing throughout. The parenthetical citation should come after closing punctuation mark.

#### Example:

## Migraine headaches are debilitating:

[They can] cause intense throbbing or a pulsing sensation in one area of the head and is commonly accompanied by nausea, vomiting, and extreme sensitivity to light and sound. Migraine attacks can cause significant pain for hours to days and be so severe that all you can think about is finding a dark, quiet place to lie down. Some migraines are preceded or accompanied by sensory warning symptoms (aura), such as flashes of light, blind spots, or tingling in your arm or leg. (para. 1-3)

#### SAMPLE REFERENCES PAGE

(Margins 1" all around, hanging indent format ½ ", double spaced throughout, alphabetical order)

#### INDIVIDUAL DIFFERENCES

13

# References [centered on page]

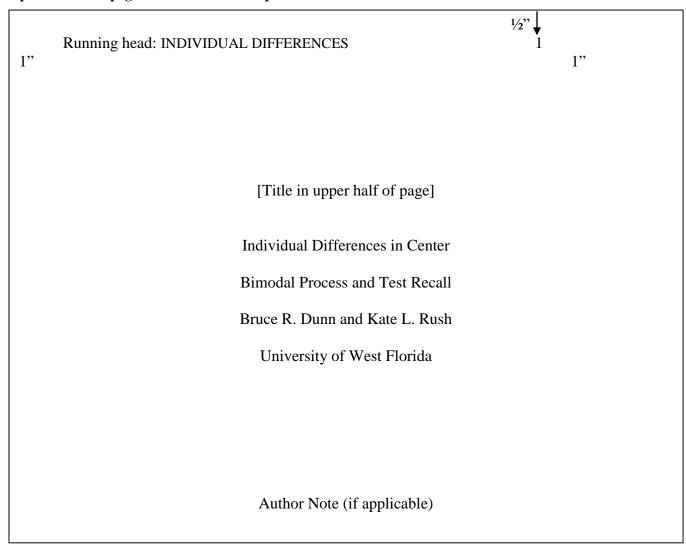
- Beck, C. A. J., & Sales, B. D. (2001). Family mediation: Facts, myths, and future prospects. Washington, DC: American Psychological Association.
- Bergmann, P. G. (1993). Relativity. In *The new encyclopedia Britannica* (Vol. 26, pp. 501-508). Chicago: Encyclopedia Britannica.
- Body of ex-White House chef found in New Mexico. (2015, June 22). *Toronto Sun*. Retrieved from <a href="http://www.torontosun.com">http://www.torontosun.com</a>
- Borman, W. C. (1993). Role of early supervisory experience in supervisor performance. *Journal of Applied Psychology*, 78(3), 443-449. Retrieved from <a href="http://search.ebscohost.com/login.aspx?direct=true&db=pdh&AN=1993-39550-001&site=ehost-live">http://search.ebscohost.com/login.aspx?direct=true&db=pdh&AN=1993-39550-001&site=ehost-live</a>
- The Cobalt Agent. (2007, September 14). Ronald Reagan's remarks on the Challenger shuttle explosion [Video file].

  Retrieved from <a href="http://www.youtube.com/watch?v=5JKIZ7j20EA">http://www.youtube.com/watch?v=5JKIZ7j20EA</a>
- Hemingway, E. (1929). A farewell to arms. New York: Scribner.
- Hemingway, E. (1952). Old man and the sea. New York: Scribner.
- Jones, T. C. (2003). Pollution and banana cream pie. In *Great chefs cook with chlorofluorocarbons and carbon monoxide* (chap. 3). Retrieved from: <a href="http://www.bamm.com/cream/pollution/bananas.htm">http://www.bamm.com/cream/pollution/bananas.htm</a>
- Kandel, E. R., & Squire, L. R. (2002, November 10). Neuroscience: Breaking down scientific barriers to the study of brain and mind. Science, 290, 1113-1120.
- ${\it Merriam-Webster's collegiate \ dictionary \ (11^{th} \ ed). \ (2003). \ Springfield, \ MA: \ Merriam-Webster.}$
- Sillick, T. J., & Schutte, N. S. (2006). Emotional intelligence and self-esteem mediate between perceived early parental love and adult happiness. *E-Journal of Applied Psychology*, 2(2), 38-48. Retrieved from <a href="http://ojs.lib.swin.edu.au/index.php/ejap">http://ojs.lib.swin.edu.au/index.php/ejap</a>
- Swift criticizes Apple Music in open letter. (2015, June 22). South Florida Sun Sentinel, p. A5.
- Zedillo, E. (Ed.). (2007). *Global warming: Looking beyond Kyoto*. Washington, DC: Brookings Institution Press. Retrieved from http://www.ebrary.com

#### General APA Guidelines for formatting your research paper

- Double-space between each line of type on the page. Double-space between all lines of the manuscript.
- Never use single-spacing or one-and-a-half spacing.
- Leave uniform margins of at least 1 inch (2.54 cm.) at the top, bottom, left and right of every page.
- Do not justify lines. Use the flush left style and the right margin uneven.
- The order of manuscript pages is:
  - o Page 1: title page with running head, title, byline, institutional affiliation and Author note (if applicable)
  - o Page 2: abstract, if required (start on a separate page, numbered page 2)
  - o Page 3: text (start on a separate page, numbered page 3)
  - o References (start on a separate page)
  - o Footnotes (start on a separate page)
  - o Tables (start on a separate page)
  - o Figures (start each on a separate page; include caption on page with figure)
  - o Appendixes (start on a separate page)

## Example of the Title page of an APA Manuscript



For more information see the Online APA Formatting Style Guide: http://lynn-library.libguides.com/apa