

An Introduction to APA Citation & Format

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Courtesy of: The Learning Center at California State University, Fresno

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What is APA?

- American Psychological Association's standardized method for citing sources in research as well as for formatting papers.
- Typically used in Psychology, Social Sciences, History, and Communications.

Plagiarism

- In college, punishments for plagiarism range from receiving an “F” on an assignment to being expelled from the institution.
 - Plagiarism can be documented on academic records.
- “Most cases of plagiarism are considered misdemeanors, punishable by fines of anywhere between \$100 and \$50,000– and up to one year in jail.”
- “Plagiarism can also be considered a felony under certain state and federal laws. For example, if a plagiarist copies and earns more than \$2,500 from copyrighted material, he or she may face up to \$250,000 in fines and up to ten years in jail.”
- From <http://plagiarism.org>

Common Types of APA Papers

- Literature Review
 - Used to review different types of literature related to research or other topics.
- Experimental Report
 - More complex than a literature review.
 - Used to document research in a particular field of study.

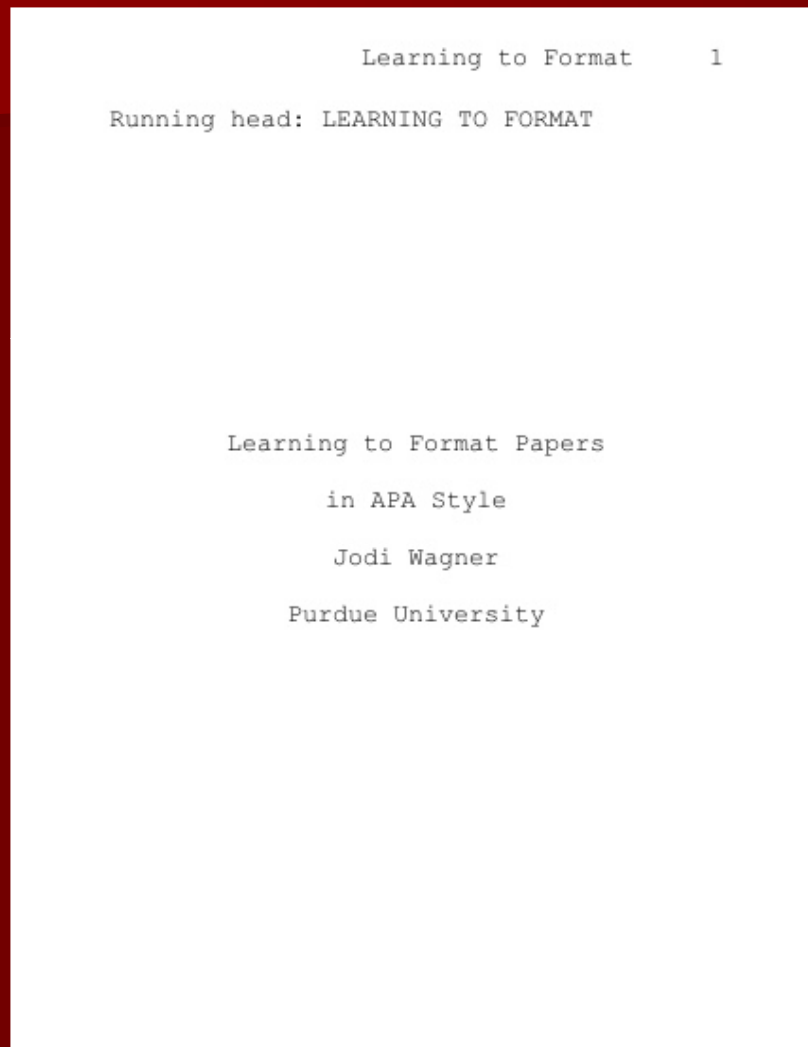
Literature Review

- Typically includes:
 - Title page
 - Introduction
 - Text
 - List of references

Experimental Report

- Typically includes:
 - Title page
 - Abstract
 - Introduction
 - Method
 - Results
 - Discussion
 - References
 - Appendixes (if necessary)
 - Tables and/or figures (if necessary)

Title Page



- One inch margins
- Five spaces between page header and page number
- Running Head: shortened title – not always the same as the page header
- Centered title, writer's name, and writer's affiliation

Abstract Page

Effects of Meditation 3

Abstract

The recent increase in the incidence of stress related disorders (Palmer & Wilson, 2005) has prompted a number of physicians working with *holistic* medicine centers to recommend meditation training "to reduce stress and low level depression, as a viable alternative to medication" (Turner, 2005, p. 112). Our study set out to gauge the viability of this approach for students. 60 students who showed signs of stress and depression participated in the study. For 12 months qualified instructors trained participants in the 3 most widely practiced meditation techniques: Belinski, Turner-Bachman, and Altameter ("Meditation Guide," 2005). Beeker-Bowman tests administered prior to training, and then following the conclusion of the program indicated that all participants responded to the training period with distinctly reduced stress levels and increased mental focus. The results of this study suggest that meditation training is an effective non-invasive treatment for the growing incidence of stress related behavioral disorders in student populations.

- Not always required; check with instructor
- Passive voice
- Allows reader to know what your paper is about
- Include main idea and major points
- Keep it short!
Usually no more than 120 words

Things to Remember

- Reduce language bias
 - Avoid gender bias: he/she, his/hers
 - Reword to reduce bias: participants, person, researcher, etc.
- Writing numbers
 - One through nine should be written out; figures should be used for numbers 10 and up
- Do not use contractions
- Use the third person
 - “The research showed beagles are predisposed to separation anxiety.”

In-text Citations for Print and Electronic Sources

- After the borrowed phrase, put the author's last name, the copyright date, and page number in parentheses.
 - E.g. "Estimates of the number of accidents caused by distracted drivers vary because little evidence is being collected" (Smith, 1996, p. 25).
- When paraphrasing ideas, you only need to cite author name and year.
 - E.g. There is not enough data to determine how accidents are caused (Smith, 1996).
- On electronic sources with no listed author, use the first word or two of the title in place of the author.

APA References Page

From novelty 25

References

- Baratta, J. P. (1989). *International arbitration: Improving its role in dispute settlement* (Center for U.N. Reform Education Monograph #7). Washington, D.C.: Center for U.N. Reform Education.
- Boskey, J. B. (1993). Blueprint for negotiations. *Dispute Resolution Journal*, 48 (December), 8-19.
- Campbell, D., & Sumnerfield, P. (1988). *Effective dispute resolution for the international commercial lawyer*. Dordrecht, The Netherlands: Kluwer.
- Carroll, E. P. (1991). The American experience. In Sydney Prevezer (Ed.), *Alternative dispute resolution* (pp. 95-107). Lewes, England: Euro Conferences.
- Dezalay, Y., & Garth, B. G. (1996). *Dealing in virtue: International commercial arbitration and the construction of a transnational legal order*. Chicago: University of Chicago Press.
- Hoellering, M. F. (1995). International arbitration under U.S. law and AAA rules. *Dispute Resolution Journal*, 50(January), 25-36.
- Hoellering, M. F., & Goetz, P. (1992). Piercing the veil: Document discovery in arbitration hearings. *Arbitration Journal*, 47(September), 58-60, 65.
- Meier, B. (1997, March 10). In fine print, customers lose ability to sue. *New York Times*, p. A1, C7.
- Prevezer, S. (Ed.). (1991). *Alternative dispute resolution*. Lewes, England: Euro Conferences.

- Alphabetical Order
- Use ampersand (&) instead of the word "and" with more than one author
- Hanging Indent
- Capitalize only the first word in the title

References Format for a Book

- For most books, begin with the author's name, followed by the date and the book's title. End with the place of publication and the name of the publisher.

- **Example:**

Rothenberg, P.S. (2003). *Race, class, and gender in the United States* (7th ed.). New York: Worth Publishers.

References Format for an Anthology

- For anthologies, you must reference both the article and the larger work in which it appears.

- **Example:**

Tatum, B. (1997). Defining racism: Can we talk? In P. S. Rothenberg (Ed.), *Race, class, and gender in the United States*. (7th ed.). (pp.123-130). NY: Worth.

References Format for a Magazine or Journal Article

- In addition to the year of publication, list the month and, for weekly magazines, the day. If there is a volume number, include it (italicized) along with issue number (in parenthesis, not italicized, no space) after the title.

- **Example:**

Klimoski, R., & Palmer, S. (1993). The ADA and the hiring process in organizations. *Consulting Psychology Journal: Practice and Research*, 45(2), 10-36.

References Format for a Website

- For websites include these elements:
 - Author's name
 - Date of publication (if there is no date, use "n.d.")
 - Title of document (not italicized or in quotation marks)
 - Date you accessed the source
 - A URL that will take readers directly to the source
- **Example:**

National Consumer League. (1997). Helping seniors targeted for telemarketing fraud. Retrieved February 2, 1999, from <http://www.vanguard.edu/psychology/apa.html>

References Format for an Online Database

- For databases, include the publication information from the source and the citation with your date of access, the name of the database, and the document number (if applicable).

Example:

Velmans, M. (1999). When perception becomes conscious. *British Journal of Psychology*, 90, 543+. Retrieved May 1, 2000, from Info Trac database (Expanded Academic, A58466605) <http://web7.infotrac.galegroup.com/>

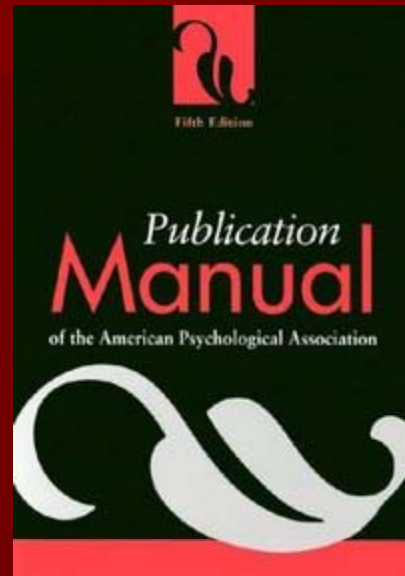
Secondary Sources

- To cite secondary sources, refer to both sources in the text, but include in the References list only the source that you actually used.
- For example, if you read Feist (1998) and would like to paraphrase the following sentence within that book: Bandura (1989) defined self-efficacy as "people's beliefs about their capabilities to exercise control over events that affect their lives" (p. 1175).
- In this case, your in-text citation would be "(Bandura, 1989, as cited in Feist, 1998)." Feist (1998) would be fully referenced within the list of References. Bandura (1989) would not be listed.

Common Mistakes with APA

- APA requires a cover sheet
- All sources listed on the references page must be in alphabetical order
- All quotations must be cited even if you've cited the source earlier in the essay
- Double-space everything, but do not include an extra space between paragraphs
- In addition to the author's name, in-text citations require the copyright date

References



American Psychological Association. (2001). *Publication manual of the American Psychological Association* (5th ed.). Washington, DC: Author.

Neyhart, D. & Karper, E. (2008). Purdue University Online Writing Lab (OWL). <http://owl.english.purdue.edu/>