

What is APA Style?

American Psychological Association (APA) style is one of several styles for academic writing. This Getting Started library handout covers frequently used citation forms and refers to the *Manual (Publication Manual of the American Psychological Association - BF 76.7 .P83 2010)* and the *Guide (APA Style Guide to Electronic References, May, 2012)*. Unless otherwise stated below, section and page numbers referred to are from the *Manual*.

General Rules

- **Formatting:** The preferred APA font is a serif typeface such as Times New Roman with 12-point size. Double-space between all lines of text, including the reference list. Have uniform margins of at least 1 in. (2.54 cm) on all sides.
- **Hanging indents** should be used for the reference list entries. This means that all lines after the first line of each entry should be indented one half inch from the left margin (in Word 2007 use Paragraph>Special>Hanging).
- Arrange reference list entries in **alphabetical order** by the surname of the first author or by title if there is no author. Use only the initial(s) of the author's given name, not the full name, with a space between the initials.
- If the reference list includes **two or more entries by the same author(s)**, list them in chronological order (oldest first). If entries are by the same author with the same year, put them in alphabetical order by first letter of the title. Add a lower case letter (a, b, etc.) after the year, within the parentheses.
- **Capitalize** only the first letter of the first word in the article or book title. Proper nouns are also capitalized as well as the word following a colon (subtitle). Journal titles should have every major word capitalized.
- **Italicize** journal titles, volume numbers and even the comma following the journal title. Do not italicize issue numbers (i.e., the number which appears in parentheses after the volume number).
- References cited in the text must appear in the reference list and vice versa. The only exceptions to this rule are personal communications and original works cited in secondary sources, which are cited in the text only and are not included in the reference list.

Citations in Text

1. When using a direct quotation, include the page number of the quote (sec. 6.03 p. 170).
 - Stereotypes have been defined as “generalized and usually value-laden impressions that one’s social group uses in characterizing members of another group” (Lindgren, 2001, p. 1617).
2. When paraphrasing an idea, the citation will include author(s) and date.
 - Author’s name given in the body of your paper:
 - Lindgren (2001) reported. . .
 - Author’s name not given in the body of your paper:
 - A study of the comparison process (Lindgren, 2001)
3. For electronic sources without page numbers, use the abbreviation para. If the paragraph number is not apparent, cite the section heading and the paragraph number following it (sec. 6.05 p. 171).
 - (Myers, 2000, para. 5)
 - (Butler, 2000, Conclusion, para. 1)
4. Order multiple works within the same parentheses as they would appear in the reference list (sec. 6.16 p.177).
 - Past research (Heschl, 2001, 2005; Noonan & Johnson, 2002a, 2002b) has shown...
5. For citations to original works taken from secondary sources, which you should use sparingly (sec. 6.17 p. 178), list the work you have read (secondary source) in the reference list and in-text add the words “as cited in” to the parenthetical citation.
 - Berringer’s study found ... (as cited in Gattrell, 2012).
6. Within a paragraph, when the name of the author is part of the narrative, there is no need to include the year in subsequent non-parenthetical references (sec. 6.11 p. 174).
 - Kurtz (2013) reported that cultural safety.... Kurtz also found....

According to the *APA Style Guide to Electronic References* (p. 6), you should include the DOI format in your reference list that appears on the source you are citing, if it has one at all, and these may be in one of the following two formats: doi:10.1016/j.bandc.2005.09.013 OR http://dx.doi.org/10.1016/j.bandc.2005.09.013

JOURNAL ARTICLES

**Journal article:
Retrieved online with
digital object identifier
(DOI)**
(Example on p. 198 #1 of the
Manual)

Walsh, Z., & Kosson, D. S. (2007). Psychopathy and violent crime: A prospective study of the influence of socioeconomic status and ethnicity. *Law and Human Behavior, 31*, 209-229. doi:10.1007/s10979-006-9057-5

Direct quotation in text: (Walsh & Kosson, 2007, p. 227) Example on p. 171 & 177 table 6.1 of the *Manual*

- ❖ If each issue of a journal begins on page 1, give the issue number in parentheses immediately after the volume number (p. 198).

**Journal article:
Retrieved online with
DOI: Three to five
authors**
(p. 198 # 1 & p. 177 table 6.1)

Rush, K., Adamack, M., Gordon, J., Lilly, M., & Janke, R. (2013). Best practices of formal new graduate nurse transition programs: An integrative review. *International Journal of Nursing Studies, 50*, 345-356. http://dx.doi.org/10.1016/j.ijnurstu.2012.06.009

Direct quotation in text (from a passage that spans two pages p.171 of the *Manual*):
First citation: (Rush, Adamack, Gordon, & Janke, 2013, pp. 346-347) **Subsequent citation to a different passage from the same source:** (Rush et al., 2013, p. 354)
Example on p. 177 table 6.1 of the *Manual*

**Journal article:
Retrieved online with
DOI: Six or seven
authors** (p. 198 #1)

Robinson, C., Pesut, B., Bottorff, J. L., Mowry, A., Broughton, S., & Fyles, G. (2009). Rural palliative care: A comprehensive review. *Journal of Palliative Medicine, 12*, 253-258. doi:10.1089/jpm.2008.0228

First and subsequent citations in text: (Robinson et al., 2009) Example on p. 177 table 6.1 of the *Manual*

**Journal article:
Retrieved online with
DOI: Eight or more
authors: Advance
online publication**
(p. 198 #2 & p. 199 #5)

Bottorff, J. L., Carey, J., Mowatt, R., Varcoe, C., Johnson, J. L., Hutchinson, P., . . . Wardman, D. (2009). Bingo halls and smoking: Perspectives of First Nations women. *Health & Place*. Advance online publication. doi:10.1016/j.healthplace.2009.04.005

First and subsequent citations in text: (Bottorff et al., 2009)

- ❖ When authors number eight or more, include the first six authors' names in the reference, then insert three spaced dots (an ellipsis - p. 172), and add the last author's name (p. 184).

**Journal article:
Retrieved online with no
DOI: Give URL of the
journal home page
(even if retrieved from a
database)** (p. 199 #3)

Mathieson, C. M., Bailey, N., & Gurevich, M. (2002). Health care services for lesbian and bisexual women: Some Canadian data. *Health Care for Women International, 23*, 185-196. Retrieved from http://www.tandf.co.uk/journals/titles/07399332.asp

Citation in text: (Mathieson, Bailey, & Gurevich, 2002)

- ❖ Hint: Google journal title to locate URL.

**Journal article:
Retrieved online with no
DOI: Posted to preprint
archive: No pagination
(p. 200 #6)**

Gabora, L. (2007). Self-other organization: Why early life did not evolve through natural selection. *Journal of Theoretical Biology*. Retrieved from <http://cogprints.org/5583/01/soo.htm>

Direct quotation in text: (Gabora, 2007, para. 5) Example p. 171 sec. 6.05

- ❖ The exact URL is used because the article is “informally published” (p. 200).

**Journal article: Not
retrieved online (print
version) with no DOI:
Discussed in a
secondary source
(p. 199 #3)**

Kolb, B., & Cioe, J. (1998). Absence of recovery or dendritic reorganization after neonatal posterior parietal lesions. *Psychobiology*, 26, 134-142.

Citation in text: Diamattia and Kesner’s study (as cited in Kolb & Cioe, 1998) . . .

- ❖ Use secondary sources sparingly, for instance, when the original work is out of print, unavailable through usual sources, or not available in English. Example p. 178 sec. 6.17

**Online magazine article
(p. 200 #8)**

Wells, P. (2009, July 28). Our universities can be smarter. *Maclean’s*. Retrieved from <http://www2.macleans.ca/>

Citation in text: (Wells, 2009)

**Online newspaper
article: Give URL (even
if retrieved from a
database)
(p. 200 #11)**

Cernetig, M. (2009, August 11). Opinion: Crafty Campbell knew the dangers of HST. *The Vancouver Sun*. Retrieved from <http://www.vancouversun.com/>

Citations in text: (Cernetig, 2009)

- ❖ “Give the URL of the home page when the online version of the article is available by search to avoid non working URLs” (p. 201).

BOOKS, BOOK SECTIONS, & OTHER ITEMS

**Book: 1-2 authors
(p. 203 #18)**

Mitchell, J. J. (2001). *The mental and emotional life of teenagers*. Calgary, AB: Detselig Enterprises.

Citation in text: (Mitchell, 2001) Example on p. 177, table 6.1, of the *Manual*

**Book: 3-5 authors
(p. 203 #18)**

Murphy, M. A., Lai, D., & Sookraj, D. (1997). *Evaluation of the neighborhood (congregate) meal program: Final report*. Kelowna, BC: Kelowna Home Support Society.

Citations in text: **First Citation:** (Murphy, Lai, & Sookraj, 1997) **Subsequent:** (Murphy et al., 1997) Example on p. 177, table 6.1, of the *Manual*

**Book: Group author:
Author as publisher: 6th
edition
(p. 203 2nd bullet)**

American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

Citations in text: **First citation:** (American Psychological Association [APA], 2010) **Subsequent:** (APA, 2010) Example on p. 177, table 6.1, of the *Manual*

**Edited book
(p. 202 sec. 7.02)**

Hare, R. D., & Schalling, D. (Eds.). (1978). *Psychopathic behaviour: Approaches to research*. Chichester, NY: Wiley.

Citation in text: (Hare & Schalling, 1978)

Chapter in an edited book (p. 204 #25)

Porter, S., Woodworth, M., & Doucette, N. (2007). Memory for murder: The qualities and credibility of homicide narratives by perpetrators. In S. Christianson (Ed.), *Offenders' memories of violent crimes* (pp. 115-134). New York, NY: Wiley.

Citation in text: (Porter, Woodworth, & Doucette, 2007)

Chapter in an edited book: English translation: Reprinted from another source (p. 204 #26)

Piaget, J. (1988). Extracts from Piaget's theory (G. Gellerier & J. Langer, Trans.). In K. Richardson & S. Sheldon (Eds.), *Cognitive development to adolescence: A reader* (pp. 3-18). Hillsdale, NJ: Erlbaum. (Reprinted from *Manual of child psychology*, pp. 703-732, by P. H. Mussen, Ed., 1970, New York, NY: Wiley)

Citation in text: (Piaget, 1970/1988)

Encyclopedia article (p. 203 sec. 7.02 & p. 205 #29)

Lindgren, H. C. (2001). Stereotyping. In *The Corsini encyclopedia of psychology and behavioral science* (Vol. 4, pp. 1617-1618). New York, NY: Wiley.

Citation in text: (Lindgren, 2001)

Book with no author or editor (p. 205 #30)

Merriam-Webster's collegiate dictionary (10th ed.). (1993). Springfield, MA: Merriam-Webster.

Citation in text: (*Merriam-Webster's*, 1993)

Published conference proceedings: No DOI (p. 207 #39)

Deci, E. L., & Ryan, R. M. (1991). A motivational approach to self: Integration in personality. In R. Dienstbier (Ed.), *Nebraska Symposium on Motivation: Vol. 38. Perspectives on Motivation* (pp. 237-288). Lincoln: University of Nebraska Press.

Citation in text: (Deci & Ryan, 1991)

- ❖ "If the publisher is a university and the name of the state or province is included in the name of the university, do not repeat the name in the publisher location" (p. 187).

Multi-volume work (p. 204 #23)

Koch, S. (Ed.). (1959-1963). *Psychology: A study of science* (Vols. 1-6). New York, NY: McGraw-Hill.

Citation in text: (Koch, 1959-1963)

Entry in an online reference work: No author: No DOI (p. 205 #29 & #30)

Globalization. (2005). In J. Scott & G. Marshall (Eds.), *A dictionary of sociology*. Retrieved from <http://www.oxfordreference.com>

Citation in text: ("Globalization," 2005) Example p. 176 sec. 6.15

Entry in an online reference work: With author: With DOI (Guide, p. 18 #22)

American Psychiatric Association. (2013). Dissociative disorders. In *Diagnostic and statistical manual of mental disorders* (5th ed.). <http://dx.doi.org/10.1176/appi.books.9780890425596.411590>

Citations in text: (American Psychiatric Association, 2013)

Electronic book from an online library
(Guide, p.17 #16)

Mishra, A. K., & Mishra, K. E. (2012). *Becoming a trustworthy leader: Psychology and practice*. Retrieved from <http://www.ebrary.com>

Citation in text: (Mishra & Mishra, 2012)

- ❖ “Provide the home page of the online library (ebrary, EBL, Google Books, etc.) rather than the full URL. Books are easily available by search and some sites require log-in credentials” (Guide, p. 17).

Limited-circulation book or monograph: Retrieved from a database
(Guide, p. 17 #18)

Johnson, S. (2008). *Medically unexplained illness: Gender and biopsychosocial implications* [Monograph]. Retrieved from PsycBOOKS database.

Citation in text: (Johnson, 2008)

- ❖ Database information (i.e. name) may be given for books (monographs) of limited circulation (Guide, p. 17).

Book review: Retrieved from a journal online
(p. 209 #45)

Rasmussen, B. (2005). Have we learned from our mistakes? [Review of the book *Learning from our mistakes: Beyond dogma in psychoanalysis and psychotherapy*, by P. Casement]. *Psychoanalytic Social Work*, 12(1), 73-79. doi:10.1300/J032v12n01_06

Citation in text: (Rasmussen, 2006)

Test review: Retrieved from a database
(p. 209 #45)

O’Grady, K. E. (1986). [Review of the test *Golombok Rust Inventory of Sexual Satisfaction*, by J. Rust & S. Golombok]. *Mental measurements yearbook* (10th ed.). Retrieved from Mental Measurements Yearbook database.

Citation in text: (O’Grady, 1986)

- ❖ Database name is provided because the content is proprietary (i.e., this record is only available in Mental Measurements) (Guide, p. 30 #66).

Informally published or self archived work, from ERIC
(Guide, p.31 #68)

Peterson, L. (1999). *Transforming the daily life of the classroom: The District Six laptop project*. Retrieved from ERIC database. (ED437028)

Citation in text: (Peterson, 1999)

Dissertation: Retrieved from a database
(p. 208 #40)

Aguiar, L. (2001). *The ‘dirt’ on the contract cleaning industry in Toronto: Cleanliness and work reorganization* (Doctoral dissertation). Retrieved from ProQuest Dissertations and Theses database. (AAT NQ67931)

Citation in text: (Aguiar, 2001)

Master’s thesis: Retrieved from an institutional database
(p. 208 #41)

Gibson, L. S. (2007). *Considering critical thinking and History 12: One teacher's story* (Master’s thesis). Retrieved from <https://circle.ubc.ca/>

Citation in text: (Gibson, 2007)

Brochure: No date: Corporate author same as publisher
(Guide, p. 21 #33)

UBC Okanagan, Faculty of Management. (n.d.). *Master of management* [Brochure]. Retrieved from http://www.ubc.ca/okanagan/management/__shared/assets/MM_Brochure33318.pdf

Citation in text: (UBC Okanagan, Faculty of Management, n.d.)

WEB DOCUMENTS

Webpage
(p. 212 #61)

Mulhauser, G. (2009). *An introduction to cognitive therapy & cognitive behavioural approaches*. Retrieved from <http://counsellingresource.com/types/cognitive-therapy/>

Citation in text: (Mulhauser, 2009)

- ❖ “Do not include retrieval dates unless the source material may change over time (e.g., Wikis)” (p. 192).

Webpage: Corporate author same as publisher
(p. 205 #31)

British Columbia Ministry of Education. (2009). *Students from refugee backgrounds: A guide for teachers and schools*. Retrieved from http://www.bced.gov.bc.ca/esl/refugees_teachers_guide.pdf

Citation in text: (British Columbia Ministry of Education, 2009)

Web report: Author different from the publisher (p. 205 sec. 7.03) so identify publisher as part of retrieval statement (p. 206 #33)

Shields, M., & Wilkins, K. (2006). *Findings from the 2005 National Survey of the Work and Health of Nurses* (Report No. 83-003-XPE). Retrieved from Canadian Institute for Health Information website: http://secure.cihi.ca/cihiweb/products/NHSRep06_ENG.pdf

Citation in text: (Shields & Wilkins, 2006)

Wiki entry: No author: Material may change over time (Guide, p. 19 #24)

Kelowna. (2013, September 2). In *Wikipedia*. Retrieved September 6, 2013, from <http://en.wikipedia.org/wiki/Kelowna>

Citation in text: (“Kelowna,” 2013)

Blog posting
(p. 215 #76)

Kiume, S. (2007, August 17). Loneliness isn't good [Web log post]. Retrieved from <http://psychcentral.com/blog/archives/2007/08/17/loneliness-isnt-good/>

Citation in text: (Kiume, 2007)

LEGAL DOCUMENTS

Legislation: Revised Statutes of Canada: Retrieved from the internet (p. 220 #11)

Criminal Code, R.S., c. C-34 (1985). Retrieved from <http://laws.justice.gc.ca/en/C-46/index.html>

Citation in text: (Criminal Code, 1985)

Legislation: Revised Statutes of British Columbia: Retrieved from a database (p. 220 #10)

University Act, R.S.B.C. c. 468 (1996). Retrieved from QP LegalEze database.

Citation in text: (University Act, 1996)

Case law: Supreme Court of Canada Reports: Retrieved from the internet (p. 217 #1)

R. v. Latimer, 1 S.C.R. 3 (2001). Retrieved from <http://scc.lexum.umontreal.ca/en/2001/2001scc1/2001scc1.html>

Citation in text: (*R. v. Latimer*, 2001)

MEDIA

Streaming video (e.g. YouTube) (Guide, p. 26)

NewsBeFunny. (2012, April 10). *Sweet Brown – original report* [Video file]. Retrieved from <http://www.youtube.com/watch?v=udS-OcNtSWo>

Citation in text: (NewsBeFunny, 2012)

- ❖ If the person who posted the video's real name is available provide it in the format Author, A. A. followed by the username inside square brackets. When only the username is available give it without the brackets (Guide, p. 26).

Audio clip [podcast]: Retrieved from the internet (p. 210 #50)

Green, C. D. (Producer). (2006, October 9-15). *Thomas Blass on Stanley Milgram's shocking studies of obedience* [Audio podcast]. Retrieved from <http://www.yorku.ca/christo/podcasts/>

Citation in text: (Green, 2006)

Motion picture (p. 209 section 7.07)

Davidson, F. (Producer), & Davidson, J. (Director). (1999). *B. F. Skinner: A fresh appraisal* [Motion picture]. United States: Davidson Films.

Citation in text: (Davidson, 1999)

Single episode from a television series (p. 210 #51)

MacIntyre, L. (Reporter). (2006). Money, truth and spin [Television series episode]. In H. Cashore (Producer), *The fifth estate*. Toronto, ON: Canadian Broadcasting Corporation.

Citation in text: (MacIntyre, 2006)

Painting or photograph retrieved from the internet (Guide p. 27 #51 & #52)

Colville, A. (1987). *Woman with revolver* [Painting]. Retrieved from http://alexcolville.ca/gallery/alex_colville_1987_woman_with_revolver/

Citation in text: (Colville, 1987)

- ❖ Use [Photograph] if you are referring to a photograph instead of a painting.

NOTES & HANDOUTS

According to the *APA Style Guide to Electronic References* (p. 31) you should treat lecture notes and class handouts that are only available via course management software (such as Connect), or from someone who attended the lecture, as personal communication.

Personal communication (p. 179 sec. 6.20)

Includes letters, phone calls, email messages, and interviews. Because they include "unrecoverable data," they are NOT included in the reference list.

Citation in text: M. Burton (personal communication, August 1, 2009) . . .

Class notes, handouts & PowerPoint slides on Connect (p. 179 sec. 6.20)

Cite information from your own personal notes from a lecture as a personal communication and refer to it only in the body of your essay.

Citation in text: In a lecture on November 16, 2008, to a PSYO 252 class, Professor Davies said . . .

Custom course materials: Reprinted from another source (p. 204 #26)

Redfield, R. (2007). The folk society. In N. Netting (Ed.), *Custom course materials SOCI 355* (pp. 56-71). Kelowna, BC: University of British Columbia Okanagan, Bookstore. (Reprinted from *American Journal of Sociology*, 52(4), 293-308, 1947)

Citation in text: (Redfield, 1947/2007)

Start your reference list on a new page and double-space all entries. Generally, your paper should be written in 12-pt Times New Roman with 1" margins (pp. 228-229).

References

Identify each page of your paper with a running head which is a shorter version of your title. It should be capitalized and not exceed 50 characters including spaces and punctuation (p. 229)

Colville, A. (1987). *Woman with revolver* [Painting]. Retrieved from http://www.colville.com/gallery/alex_colville_1987_woman_with_revolver.html

Deci, E. L., & Ryan, R. M. (1991). A motivational approach to self: Integration in personality. In

URLs and DOIs can be broken across line breaks before most punctuation (p. 192).

Nebraska Symposium on Motivation: Vol. 38. Perspectives on

Nebraska (pp. 112-128). Lincoln: University of Nebraska Press.

Globalization. (2005). In J. Scott & G. Marshall (Eds.), *A dictionary of sociology*. Available May

14, 2006, from <http://www.oxfordreference.com>

Kiume, S. (2007, August 17). Loneliness isn't good [Web log post]. Retrieved from

<http://psychcentral.com/blog/archives/2007/08/17/loneliness-isnt-good>

If the name of the state, province, or country is included in the name of the university press do not repeat it in the publisher location (p. 230).

Merriam-Webster's collegiate dictionary (10th ed.). (1993). Springfield, MA: Merriam-Webster.

Murphy, M. A., Lai, D., & Sookraj, D. (1997). *Evaluation of the neighborhood (congregate) meal program: Final report*. Kelowna, BC: Kelowna Home Support Society.

Peterson, L. (1999). *Transforming the daily life of the classroom: The District Six laptop project*. Retrieved from ERIC database. (ED437028)

Rush, K., Adamack, M., Gordon, J., Lilly, M., & Janke, R. (2013). Best practices of formal new graduate nurse transition programs: An integrative review. *International Journal of Nursing Studies*, 50, 345-356. <http://dx.doi.org/10.1016/j.ijnurstu.2012.06.009>

For journal articles, only include the issue number if the journal is paginated by issue, i.e. each issue begins on page 1 (p. 199).