

APA Style Basics

To find out how to format or cite anything not covered in this handout, consult *Publication Manual of the American Psychological Association*, 6th ed. (Call number BF76.7 .P83 2010) or the Online Writing Lab at Purdue University (<https://owl.english.purdue.edu/owl/resource/560/01/>)

Format

Papers should have margins of 1" on all sides and all text should be double spaced, using legible font. APA recommends Times New Roman in 12 pt. Each page should have a header with the TITLE OF YOUR PAPER (all caps) starting in the left margin and page number in the upper right hand corner. If your title is longer than 50 characters, use a shortened version.

There has to be a title page with a special header that states: Running Head: TITLE OF YOUR PAPER and page number. Centered on the page you put The Title of Your Paper, Your name (new line, first and last name), the school/institute where you did the research (new line, e.g. Palo Alto College).

The title page is followed by a page with an Abstract. On the first line of the page, centered, put Abstract. Then write a single paragraph with a summary of your research (topic, research questions, methods, results, data analysis, and conclusions). It should be 150-250 words.

After the text of the paper, on a separate page, is the **References** list. Put "References" as a title on the page (no quotation marks), centered. List all sources cited in the paper, alphabetized by authors' last names, double spaced and using hanging indents. If an author has more than one entry on your list, entries are listed in chronological order. Items without an author are listed by title.

In-Text (Parenthetical) Citations

The author's last name, the year of publication, and the page number(s) from which the quote is taken must appear in the text, and a complete reference should appear in the References list. If more than one author has the same last name, provide the author's initials (or even her/his full name if authors share initials) in your citation. If you cite more than one work by an author from the same year, add a letter (a, b, c) to each case in the References list and use the same letter in the citation. Examples of in-text citations:

According to Jones (1998) "Students often had difficulty using APA style, especially when it was their first time" (p. 199). Jones (1998) found "students often had difficulty using APA style" (p. 199); what implications does this have for teachers?

Short quotations (fewer than four typed lines of prose or three lines of verse) can be incorporated in your text, enclosed within double quotation marks. Place quotations longer than 40 words in a free-standing block, and omit quotation marks. Start the quotation on a new line, indented one inch from the left margin.

References

Source	Citation Format and Example (double spaced in your paper)
Print book with one author	Author last name, Initial(s). (Year published). <i>Title of the Book</i> . Place published: Publisher. Jones, S. (2002). <i>Walk of a Lifetime</i> . Salt Lake City: Brown Publishers.
Print book with two or more authors (If more than two authors, separate by comma and use ampersand between last two.	First author's last name, Initial(s) & Second author's last name, Initial. (Year). <i>Title of the Book</i> . Place of published: Publisher. Beck, C.A.J. & Sales, B.D. (Eds.). (2001). <i>Family mediation: Facts, myths, and future prospects</i> (Rev. ed.). Washington, DC: American Psychological Association. Sharp, J. A., Peters, J., & Howard, K. (2002). <i>The management of a student research project</i> . Aldershot, England: Gower.
Book or article with more than seven authors. List first six authors, put ellipses for all others except last one, and list last author.	First six authors' last name, Initial(s), ... Last author last name, Initial(s). (Year). Title of the Book. Place of published: Publisher. Miller, F. H., Choi, M. J., Angeli, L. L., Harland, A. A., Stamos, J. A., Thomas, S. T., . . . Rubin, L. H. (2009). Web site usability for the blind and low-vision user. <i>Technical Communication</i> , 57, 323-335.

Chapter or article in an anthology or book of essays.	Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In A. A. Editor & B. B. Editor (Eds.), <i>Title of book</i> (pages of chapter). Location: Publisher. Melville, H. (1989). Hawthorne and His Mosses. In N. Baym (Ed.), <i>The Norton Anthology of American Literature</i> (pp. 5-25). 3rd ed. New York: Norton.
Article in print magazine	Author last name, Initial(s). (Date published). Title of the Article. <i>Title of the Magazine</i> , Volume (Issue), Page number(s). Whitaker, M. (10 May 1993). Getting Tough at Last. <i>Newsweek</i> , 121 (19) 22.
Article in professional/scholarly/peer reviewed journal (print)	Author last name, Initial. (Year). Title of the Article. <i>Title of the Journal</i> . Volume (Issue), Page number(s). Magistrale, Tony. (1992). Wild Child: Jim Morrison's Poetic Journeys. <i>Journal of Popular Culture</i> 26 (3),133-44.
Article found in a library database. If DOI is not available, put "Retrieved from" and URL	Author last name, Initial. (Year). Title of the Article. <i>Title of the Journal</i> . Volume (Issue), Page number(s). DOI. Haddad, A., Umoh, G., Bhatia, V., & Robertson, M. (2009, October). Adults with Tourette's syndrome with and without attention deficit hyperactivity disorder. <i>Acta Psychiatrica Scandinavica</i> , 120(4), 299-307. doi:10.1111/j.1600-0447.2009.01398
Website article (not all information may be available)	Author last name, Initial. (Date). <i>Document title</i> . Retrieved from webaddress/URL MacMillan, D. (20 Feb. 2013). <i>Twitter joins with Adobe, salesforce to sell ads on site</i> . Retrieved from http://www.Bloomberg.com .
E-book	Author last name, Initial. (Year). <i>Title of the book</i> . How accessed. Retrieved from. Jones, S. (2002). <i>Walk of a lifetime</i> . Kindle. Retrieved from Amazon.com Cohan, S. (1997). <i>Masked men: Masculinity and the movies in the fifties</i> . Retrieved from http://web.a.ebscohost.com/ehost/ebookviewer/ebook/bmxlYmtfXzYwOV9fQU41?sid=f115ec9f-6618-4f67-9772-831594e18d53@sessionmgr4003&vid=1&format=EB&rid=1
Streaming video (E-video) accessed through database	<i>Title</i> . (Date). Database. Retrieved from website address/URL <i>Writing essentials</i> . (2010). Films On Demand. Retrieved from http://digital.films.com/PortalPlaylists.aspx?aid=18042&xtid=40424
Newspaper article	Author's Name. (Date). Title of article. <i>Newspaper Name</i> Page, section and edition. Krugman, A. (21 May 2007). "Fear of Eating." <i>New York Times</i> pp. A1, late edition
Movie	Producer, P. P. (Producer), & Director, D. D. (Director). (Date of publication). <i>Title of movie</i> . [Format]. Country of origin: Studio or distributor. Nolan, C. (Director). (2008). <i>Dark knight</i> . [DVD]. USA: Warner Bros.

Sources of examples and instructions: < <https://owl.english.purdue.edu/owl/resource/560/01/> > (Purdue University), < <http://www.cws.illinois.edu/workshop/writers/citation/apa/> > (University of Illinois), and the *Publication Manual of the American Psychological Association*, 6th ed..

Revised for Ozuna Library, 1/29/14, T.O. Gonsalves