

# **Brief APA Guide**

## **Parenthetical References In Your Text:**

When using APA format, follow the author-date method of citation. Include the author's last name and year of publication in your text. Examples: - Smith (1970) compared reaction times . . . . - In a recent study of reaction times (Smith, 1970) . . . . - In 1970, Smith compared reaction times . . . . If there are 2 authors, always use both names; for 3, 4, or 5 authors, use all the names the first time, then use only the first name and et al. example: Miller et al. (1998) noted that...

### **For Short Quotations:**

To indicate short quotations (fewer than 40 words) in your text, enclose the quotation within double quotation marks. Provide the **author, year, and specific page** citation in the text, and include a complete citation on the **Reference** page(s).

Examples: He stated, "The placebo effect disappeared when behaviors were studied in this manner" (Smith, 1982, p. 276), but he did not clarify which behaviors were studied.

Smith (1982) found that "the placebo effect disappeared when behaviors were studied in this manner" (p. 276).

### **For Long Quotations:**

Place quotations longer than 40 words in a free-standing block of typewritten lines, and omit the quotation marks. Start the quotation on a new line, indented five spaces from the left margin. Type the entire quotation double-spaced on the new margin and indent the first line of any subsequent paragraph within the quotation five spaces from the new margin.

Smith (1982) found the following:

The placebo effect disappeared when behaviors were studied in this manner. Furthermore, the behaviors were never exhibited again, even when real drugs were administered. Earlier studies conducted by the same group of researchers were clearly premature in attributing the results to a placebo effect. (p. 276)

### **For References to the Entire Work (omit page numbers)**

Adams (2001) concluded that pigeons were more likely to be influenced by sunflower seeds than were rats.

### **Web Citations in Text**

**For quotations, give page numbers (or paragraph numbers) if they are available. If page or paragraph numbers are not available (i.e., they are not visible to every**

reader), they can be omitted from the in-text citation.

**Lopez (1999) said that "drug enforcement contamination" was widespread in Florida (para. 16).**

**Schjeldahl (2002) pointed out that "post modern ennui" is easily visible in modern art.**

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## At the End of Your Text:

At the end of your paper, list in alphabetical order all the references you cited in the text of your writing on a page titled *References*. The names of books and periodicals are italicized. Citations of references are double-spaced within and between citations. Remember to indent five spaces at the beginning of each line after the first line in each citation. (Note: some browsers may not show the correct spacing or margins.)

### Style for Citing References -- Documentation for Periodicals:

#### Journals

##### one author

Harlow, H. F. (1983). Fundamentals for preparing psychology journal articles. *Journal of Comparative and Physiological Psychology*, 55, 893-896.  
[Here with continuous pagination, only the volume number is included.]

Roy, A. (1982). Suicide in chronic schizophrenia. *British Journal of Psychiatry*, 141, 171-177.

##### two authors

Atkinson, R. C. & Schiffrin, R. M. (1971). The control of short-term memory. *Scientific American*, 225 (2), 82-90.  
[Here with a journal paginated by issue, the volume and issue numbers are included.]

*Herbst-Damm, K.L., & Kulik, J.A. (2005). Volunteer support, marital status, and the survival times of terminally ill patients. Health Psychology, 24, 225-229. doi: 10.1037/0278-6133.24.2.225* [When a print or electronic source has a

Digital Object Identifier{doi}, it is added to a reference.]

**three-six authors**

Baldwin, C. M., Bevan, C., & Beshalske, A. (2000). At-risk minority populations in a church-based clinic: Communicating basic needs. *Journal of Multicultural Nursing & Health*, 6(2), 26-28.

**Seven or more authors**

Yawn, B. P., Algatt-Bergstrom, P. J., Yawn, R. A., Wollan, P., Greco, M., Gleason, M., et al. (2000). An in-school CD-ROM asthma education program. *Journal of School Health*, 70, 153-159.

**no author**

The blood business. (1972, September 11) *Time*, pp. 47-48.

**newspaper article, no author**

Eight APA journals initiate controversial blind reviewing. (1972, June). *APA Monitor*, pp. 1, 5.

**magazine article**

Gardner, H. (1981, December). Do babies sing a universal song? *Psychology Today*, pp. 70-76.

**monograph**

Rotter, J. B. (1966). Generalized expectancies for internal versus external control of reinforcement. *Psychological Monographs*, 80 (1, Serial No. 609).

## Documentation for Books:

**one author**

Bernstein, T. M. (1965). *The careful writer: A modern guide to English usage*. New York: Athenaeum.

Shotton, M. A. (1989). *Computer addiction? A study of computer dependency*.

London, England: Taylor & Francis.

**two authors**

Strunk, W., Jr., & White, E. B. (1979). *The elements of style* (3rd ed.). New York:

Macmillan.

**corporate author**

U.S. Public Health Service. (2000). *Report of the surgeon general's conference on*

*children's mental health: A national action agenda*. Washington, DC:U.S.

Department of Health and Human Services. Retrieved on August 25, 2001, from

<http://www.surgeongeneral.gov/cmh/chilreport.htm>

**edited volume**

Maher, B. A. (Ed.). (1964-1972). *Progress in experimental personality Research* (6

vols.). New York: Academic Press.

**article in edited book**

Riesen, A. H. (1966). In E. Stellar & J. M. Sprague book (Eds.), *Progress in*

*Physiological Psychology* (Vol. 1). New York: Academic Press.

**Manuscript in progress or submitted for publication**

Ting, J. Y., Florsheim, P., & Huang, W. (2008). *Mental health help-seeking in ethnic*

*minority populations: A theoretical perspective*. Manuscript submitted for

publication.

**government publication**

Clements, S. D. (1966). *Minimal brain dysfunction in children* (NINDS Monograph No. 3,

U.S. Public Health Service Publication No. 1415). Washington, D. C.:

U.S. Government Printing Office.

**technical and research report**

Birney, A. J. & Hall, M. M. (1981). *Early identification of children with written language disabilities* (Report No. 81-502). Washington, D.C.: National Education Association.

**ERIC document**

Mead, J. V. (1992). *Looking at old photographs: Investigating the teacher tales that novice teachers bring with them* (Report No. NCRTL-RR-92-4). East Lansing, MI: National Center for Research on Teacher Learning. (ERIC Document Reproduction Service NO. ED 346082)

**brochure, corporate author**

National Institute of Mental Health. (1998). *Priorities for prevention research* (NIH Publication No. 98-4321). WashingtonDC: U.S. Government Printing Office.

**Entire Web site: Don't put on reference list.**

The University of Wisconsin's Writing Center Web site is an excellent source of information on writing (<http://www.wisc.edu/writing/>).

**interview**

Interviews, like other forms of personal communication (e.g., e-mail, telephone conversations, electronic bulletin boards), since they do not provide recoverable data, are not included in the reference list. Cite personal communication in text only. Give the initials and the surname of the source, and provide as exact a date as you can.

T.K. Lutes (personal communication, April 18, 2006) reported that . . . .

(E.M. Barraclough, personal communication, July 28, 2008)

(V.-G. Nguyen, personal Communication, September 28, 1998)

# Electronic Sources

## Citing Specific Documents on a Web Site

Web documents are similar to print documents; however, they require additional data, as shown below:

### **An article from the journal *American Psychologist*:**

Jacobson, J. W., Mulick, J. A., & Schwartz, A. A. (1995). A history of facilitated

communication: Science, pseudoscience, and antiscience:

Science working group on facilitated communication. [*Electronic*

*version*]. *American Psychologist*, 50, 750-765. [Note: Date of Access is not needed if content is unlikely to change.]

### **An article from the *APA Monitor* (a newspaper) (If you are referencing an electronic version of a source that you have reason to believe may differ from the print version, you will need to add the date you retrieved the document and the URL):**

DeAngelis, T. (2008, September). Priming for a new role. *APA Monitor*, pp. 28+.

Retrieved November 31, 2008, from <http://www.apa.org/monitor/2008/09>

/pregnancy.html

### **An article from a database: Because this article has been assigned a DOI (digital object identifier) that functions as a unique identifier of the content (taking the place of a database name) and a link to the content, no database name or URL is required.**

Stultz, J. (2006). Integrating exposure therapy and analytic therapy in trauma treatment.

*American Journal of Orthopsychiatry*, 76, 482-488. doi: 10.1037/0002

-9432.76.4.482

Von Ledebur, S. C. (2007). *Optimizing knowledge transfer by new employees in*

*companies*. *Knowledge Management Research & Practice*. *Advance*

*online publication*. doi:10.1057/palgrave.kmrp.8500141

Beck, A. T., Epstein, N., Brown, G., & Steer, R. A. (1988). An inventory for measuring clinical anxiety: Psychometric properties. *Journal of Consulting and Clinical Psychology*, 56, 893–897. doi:10.1037/0022-006X.56.6.893

**Article with no DOI assigned. Retrieval date is not included if the final version of the article is being referenced.**

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 <http://ofs.lib.swin.edu.au/index.php/ejap/article/view/71/100>

**On-line abstract**

Meyer, A.S., & Bock, K. (1992). The tip-of-the-tongue phenomenon: Blocking or partial activation? [On-line]. *Memory & Cognition*, 20, 715-726. Abstract from: DIALOG File: PsychINFO Item: 80-16351

**brochure, corporate author**

American Psychological Association, Task Force on the Sexualization of Girls. (2007). *Report of the APA Task Force on the Sexualization of Girls*. Retrieved from <http://www.apa.org/pi/wpo/sexualization.html>

**E-book (with DOI-Digital Object Identifier)**

Rodriguez-Garcia, R., and White, E. M. (2005). *Self-assessment in managing for results: Conducting self-assessment for development practitioners*. doi:10.1596/9780-82136148-1

**E-book with no DOI**

Shotton, M. A. (1989). *Computer addiction? A study of computer dependency [DX Reader version]*. Retrieved from <http://www.ebookstore.tandf.co.uk/html/index.asp>

Niehoff, D. (2005). *Language of life: How cells communicate in health and disease*. Retrieved from <http://site.ebrary.com/lib/dixie/document/display.jsp?docID=10078705&page=1>

**E-book from gutenber.org**

Greville, H. (2008). *The little Russian servant*. Available from <http://www.gutenberg.org/text/27103>

[Use "Available from" instead of "Retrieved from" when the URL leads to information on how to obtain the cited material rather than to the material itself.]

**Message posted to an electronic mailing list**

Smith, S. (2006, January 5). Re: Disputed estimates of IQ [Electronic mailing list message]. Retrieved from <http://tech.groups.yahoo.com/group/ForensicNetwork/message/670>

**Abstract on CD-Rom**

Bower, D. L. (1993). Employee assistant programs supervisory referrals: Characteristics of referring and nonreferring supervisors [CD-ROM]. Abstract from: Proquest  
File: Dissertation Abstracts Item: 9315947

**Reference Materials**

**Online encyclopedia**

Graham, G. 920050. Behaviorism. In E. N. Zalta (Ed.), *The Stanford encyclopedia of philosophy*. Retrieved January 28, 2007, from <http://plato.stanford.edu>

/entries/behaviorism/

### **Online Dictionary**

Heuristic. (n.d.). In *Merriam-Webster's online dictionary* (11<sup>th</sup> ed.). Retrieved from

<http://www.m-w.com/dictionary/heuristic>

**Electronic correspondences, such as e-mail or discussions via bulletin boards or discussion groups, is considered to be personal communication (like phone conversations or memos), because it generally is not recoverable by others. Personal communications are cited only within the text and not the reference page.**

### **personal communication**

Do not include these in the list of references. In the text, give the initials and surname of the author and provide as exact a date as possible:

R.W. Runyon (personal communication, April 18, 1993) . . . .

(M. Kohel, personal communication, June 28, 1993)

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