APA Basic Format

• Always **double-space** your reference list
• Always **indent** the second and subsequent lines of a citation
• Always arrange your reference list by the author's last name
• Only use the first and middle initials of the author's name, do not type out the full name!
• If the article or book has multiple authors, you must list all of them up to 7!
• Use the & symbol before the last author's name, do not type out the word “and.”
• Always italicize the journal or magazine title and the volume number
• Always italicize the book title.
• Only capitalize the first word, first word of a subtitle, or proper nouns in an article or book title.
• Make sure you know the format of the item you are citing (print or electronic).

**CITING BOOKS:**

**Printed Book:**


**E-Book:**

Author, A. A. (year). *Title of book*. Retrieved from URL (or doi number)


**Book Chapter:**


*Before you cite an electronic article you need to know if the electronic article has a DOI (digital object identifier).

If the article does have a DOI follow the examples for citing a print source and add the DOI information at the end of the citation.


If the article does not have a DOI give the URL of the journal/magazine/newspaper homepage.


CITING INTERNET SOURCES:

Web Page:


Online Encyclopedias and Dictionaries:

APA IN-TEXT CITATION

APA in-text citation style uses the author’s last name and the year of publication, for example: (Field, 2005).

If you include the author’s name in the narrative you only need to include the year in parentheses.

Ex. Walker (2000) compared reaction times…..

If you don’t include the author’s name in the narrative then you put it and the year in parentheses.

Ex. In a recent study of reaction times (Walker, 2000)

Work by Single Author

Ex. Walker (2000) compared reaction times…..
Ex. In a recent study of reaction times (Walker, 2000)

Work by Multiple Authors:

If your article, book or web site has 1 or 2 authors you must always use both of them in your in-text citations.

Ex. as has been shown (Joreskog & Sorbom, 1989)

If your work has 3, 4, or 5 authors you must cite all the authors for the first in-text citation. If you cite that work again you only list the first author and then use et al.

Ex. this was found to be true (Wasserstein, Zappulla, Rosen, Gerstman, & Rock, 1994)
Ex. The testing was concluded in 1985 (Wasserstein et al., 1994)

If your work has 6 or more authors you must cite the first author and then use et al.

Ex. Davis et al. (1999) found that…
Ex. According to the study (Davis et al., 1999)

Direct Quotations:

If you use a direct quotation in your paper you must say what page (if an article) or paragraph (if a web site) the quotation came from.

Ex. (Myers, 2000, para. 5)
References


