

HOW TO REFERENCE IN APA FORMAT

(APA Publication Manual, 5th edition)

Referencing Sources in the Body of your Text

Below are some examples of how to cite references within the body of your paper. Please note these rules are very specific, and I've tried to be inclusive of all formatting issues, even those that might seem minor (humor me!).

Examples of possible formats when citing only one source:

- \$ A study by Cartman (1998) found that cartoon violence leads to higher levels of animation in individuals.
- \$ Researchers have discovered that, when given a choice, nearly all humans prefer eating ice cream to having their heads shaved (Ben & Jerry, 1999).

NOTE: When citing a reference in parentheses (the last example), the "and" changes to an "&." Also, there is a comma after the last author followed by the year of publication without additional parentheses around the year.

Examples of possible formats when citing multiple sources together:

- \$ Studies by Johnson and Johnson (1994), Kimberly and Clark (1986), and Pampers (1993) indicate that moisture can cause skin irritation with prolonged exposure.

NOTE: List the sources in alphabetical order by first author; do not list them in chronological order by year of publication. Separate them by semicolons if there are commas already in the reference (i.e., multiple authors) or by commas if not.

- \$ It has been found that the more authors who replicate a result, the longer the citation list which must be reported (Freud, 1920; Jung & Old, 1950; Numerous & Psychologists, 1998; Skinner, Watson, & Holmes, 1932; Washington, Lincoln, Kennedy, Nixon, & Bush, 1986).

NOTE: When citing multiple sources in parentheses, each source is separated by a semicolon; and there is no "and" between the second to the last and last source. Sources are still listed alphabetically.

Examples of possible formats for citing multiple author sources after the first citation:

- \$ Smith et al. (1992) states that publishing multiple author papers is the way of the future.
- \$ Multiple author papers are just a cheap way for psychologists to get many publications some researchers contend (Jones et al., 1993).

NOTE: Use "et al." to substitute for all authors except the first author after the first citation. The first time you cite a source you must list all authors. For two-author sources, you cannot use "et al." You must list both authors each time you cite the source.

Example of a secondary citation:

\$ Psychologists claim that psychologists are fun to be around at parties (Halvorsen, 1999; cited in Williams, 2001).

\$ Allen and Crawford (2000) note that others read their articles and then cite them frequently (cited in Brown & Cross, 2001).

NOTE: Secondary citations are used when you did not read the source cited but read a summary of results in another source which you did read. You should not rely too heavily on secondary citations; if the source you are citing in a secondary citation is paramount to your paper, you should plan on reading it yourself. You should note that you will only list the source you read in the reference section at the end of your paper (not the secondary citation).

The Reference section

The Reference section is the APA equivalent of a Bibliography page or Works Cited page. There is a very specific format which must be followed according to the *APA Publication Manual*:

\$ On a separate page from your text, label the page, References. This should be centered at the top of the new page, should not be in quotes, nor bold, nor caps, not underlined. Only the "R" should be capitalized.

\$ All sources should appear alphabetical by last name of first author. It doesn't matter the type of source it is nor when it was cited in the paper. Sources are not numbered in APA style.

\$ Always list all authors of a particular source in the Reference section. Do not change the order of the authors within a source (that is, don't alphabetize within a source). Keep the authors in the order in which they are listed.

\$ Flush left the first line of every reference, but indent all subsequent lines for a reference that is at least two lines long.

\$ Finally, the Reference page should be double-spaced with no extra spaces between each reference.

To list your sources, use the following formats.

For an article from a print journal:

Johnson, L.P., & Johnson, A.K. (2001). A wet tushie is a sore tushie: Cotton is not the fabric of our bottoms.

Journal of Little Known and Unimportant Facts, 45, 221-232.

For a journal article obtained from an on-line database (if format is identical to original article) :

Skipper, H. & Gilligan, C. (1968). The moral issues involved in cooperation when stranded on a tropical isle [Electronic version]. *Journal of Castaway Studies*, 13, 12-24.

For a journal article obtained from an on-line database (if format differs from original article):

McCoy, L. & Kirk, J.T. (1989). Dammit, Jim, I'm a doctor not an escalator: Issues of self-identity. *Journal of Spatial Reasoning and Identity*, 21, 54-64. Retrieved September 1, 2001, from the Info-Trac database.

Overall, you should note the following formatting requirements when citing a journal article regardless of where the article was obtained:

- \$ List the authors last names and initials only; use an "&" to separate second to the last and last authors.
- \$ Put the year of publication following the last author in parentheses followed by a period.
- \$ List the article title without quotation marks, capitalizing the first word of the title, the first word after a colon (if any) and all proper nouns only. Put a period following the title.
- \$ List the name of the journal in which the article appears followed by a comma. The name of the journal should be italicized and all important words should be capitalized.
- \$ Following the comma, the volume number of the journal should be listed in italics. Do not use Vol. before the number. Do not include an issue number unless each issue of the journal begins on page 1. If this is the case, put the issue number in parentheses after the volume number (again do not label, just list the number). The issue number is not italicized. After the volume or issue number, put a comma.
- \$ Finally, list the page numbers of the article. Do not use "pp." or "pages" but merely list the page numbers by themselves with a hyphen separating the first and last page numbers. Following the page numbers, there should be a period.

For an electronic reference obtained from a webpage (with known author):

Lee, J. (1842). *How to cultivate a place of higher learning*. Retrieved February 1, 1999 from
<http://willamette.edu>

For an electronic reference obtained from a webpage (with no author or date identified):

A report on the pitfalls of using web-based resources. (n.d.). Retrieved December, 12, 2000 from
<http://www.atotallymadeupwebaddress.com/fun-with-references>

NOTE: n.d. stands for **no date**. If you know the date of the source you are citing, you can substitute that for n.d. in the parentheses.

For a book:

Cartman, E. (1998). *Cartoon violence: Stop the madness*. Minneapolis, MN: Disney Press.

NOTE: Italicize title of book. Same rules for capitalization hold as for article title. Following title, put city and state of publication followed by a colon and then the name of the publisher followed by a period.

For a chapter in an edited book:

Jung, C. & Old, I. (1950). Do too many authors spoil the pub? In J. Houghton and K. Mifflin (Eds.),
One hundred ways to get ahead through publishing in psychology (pp. 34-56). NY: Crazy
Psychology Press.

NOTE: The authors of the chapter are what you cite in the reference list. The editors follow the title of the

chapter. Please note that the editors are listed by initial(s) and then last name (contrary to every other time you cite a person!). Italicize the title of the book (same rules for capitalization as above) and then put the page numbers in parentheses. **B**this time you need to put **A**pp.@ before the page numbers. Following the page numbers, put a period and then city, state, and publisher followed by a period.

Well, this should get you started! There are many more types of sources you may need to reference. If you do, just ask or refer to the *Publication manual of the APA, 5th edition*.