

This is a basic guide for citing sources and creating a Reference list according to the **American Psychological Association** (APA) standards. The examples and tips in this guide have been designed to fit the needs of Los Rios Community College students. For complete instructions on how to format your paper according to APA style, consult the *Publication Manual of the American Psychological Association, 6<sup>th</sup> ed.*

## In-Text Citations

### Print

APA recommends in-text (parenthetical) citations that refer readers to your list of references. The complete citation, including publication information about the source, should follow in the list of references at the end of the paper.

An in-text citation **includes** the following information in parenthesis ( ):

- The **author** of the source
- The **date** of publication,
- And a **page number** (when citing a specific part of a source).

### Examples:

- The Schizophrenia Society of Canada protested the legalization of medical marijuana (Driver, 2004).
- Lennon, McCartney, Harrison, and Starr (1963) found...
- She stated, "In the quantum world, relationships are not just interesting...they are all there is to reality" (Wheatley, 1992, p. 32).

### Additional Guidelines for In-Text Citations

- If the quotation is 40 or more words, display it in a **block quotation** without quotation marks. A block quotation should start on a new line and be indented about ½ inch from the left margin. It should be double-spaced, and at the end of the quotation you should cite the source.
- When a work has two authors, cite both names every time the reference occurs (Johnson & Silva, 2006).
- When a work has 3-5 authors, cite all the authors the first time the reference occurs, and in following citations include the last name of the first author followed by et. al. Example: (Lennon et al., 1963).
- When a work has 6 or more authors, cite only the last name of the first author followed by et. al. (Gates et al., 2007).

### Electronic Resources

To cite electronic sources in-text, follow the same author/date format as shown above for print sources. Here are some **additional guidelines**:

- For electronic sources that do not provide page numbers, use the paragraph number, if available, preceded by the abbreviation "para." To determine the paragraph number, count from the beginning of the article or nearest heading. Example: (Myers, 2000, para. 5).
- If neither page nor paragraph numbers are visible, cite the heading and the number of the paragraph following it to direct the reader to the location of the material. To determine the paragraph number, count the paragraphs from the heading. Example: (Beutler, 2000, Conclusion section, para. 1).
- In some cases, headings may be too long to cite in full. In those instances, use a short title enclosed in quotation marks for the in-text citation. Example: (Golan, Kuchler, & Krissof, 2007, "Mandatory Labeling Has Targeted," para. 4).

### Emails, Personal Communications, or Interviews

According to APA style, emails, interviews and other personal communications should NOT be included on your References list since these sources lack information to lead the reader to recover the original. If these sources are used in your paper (either paraphrased or quoted), **they should be cited within the text, but they should not be listed on your References page.** In your in-text citation, provide the first initials and last name of the communicator and the date of the communication.

### Examples for In-text Citations:

- B. Harris (personal communication, March 11 2010)
- (G. Marquez, personal communication, June 23, 2002).

## References List

### Basic Rules:

A Reference list cites works that specifically support your paper. Follow these basic guidelines when creating your References page:

- Use the word “References” at the top of the list.
- Arrange all the entries on your list in alphabetical order by the author’s last name. If there is no author listed, alphabetize the entry according to the first significant word in the title.
- Use a **hanging indent**: All lines after the first line of each entry should be indented ½ inch from the left margin.
- Double-space citations.
- Never use the author’s first name. Use only first and second initials.
- Italicize the titles of books and the titles/volumes of journals.
- Capitalize all the words in a journal title, but only the first letter of the first word in a book title, article title, or web page.

### Books: Print

In general, references for books should include the name of the author (last name, then first and middle initials), the date of publication (in parentheses), the title of the work, and the publication data.

### Basic Format:

Author/Editor. (Date of Publication). *Title of book*. Place of Publication: Publisher.

### Examples

#### **One Author**

Locker, K. O. (2000). *Business and administrative communication*. Boston: McGraw Hill.

#### **No Author or Editor**

*Merriam-Webster’s collegiate dictionary* (11<sup>th</sup> ed). (2003). Springfield, MA: Merriam Webster.

#### **Multiple Authors (up to 7)**

Beck, C. A. J., & Sales, B. D. (2001). *Family mediation: Facts, myths, and future prospects*. Washington, DC: American Psychological Association.

#### **Editor**

Gibbs, J. T., & Huang, L. N. (Eds.). (1991). *Children of color: Psychological interventions with minority youth*. San Francisco: Jossey-Bass.

#### **Part of a Book (Article or Chapter in an Edited Book)**

Massaro, D. (1992). Broadening the domain of the fuzzy logical model of perception. In H.L. Pick Jr., P. van den Broek, & D. C. Knill (Eds.), *Cognition: Conceptual and methodological issues* (pp.51-84). Washington, DC: American Psychological Association.

### **Encyclopedias and Other Reference Works**

Bergmann, P. G. (1993). Relativity. In *The new encyclopaedia britannica* (Vol. 26, pp. 501-508). Chicago: Encyclopaedia Britannica.

### **Encyclopedia and Other Reference Works: With No Author**

Delusion. (2007). In *The New Encyclopedia Britannica* (15<sup>th</sup> ed., Vol. 4, p.1). Chicago: Encyclopedia Britannica.

### **Author and Publisher Same**

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

## **Books: Electronic (e-Books)**

Electronic books may include books found on websites or through databases. If the book you are using is available in print format, follow the guidelines for citing a print book shown above. Most books in the *eBook Collection* database have print publication and can be cited as a print book. If the book you are using is *only* available in electronic format or is difficult to find in print, refer to the *Publication Manual* for instructions on citing.

### **E-Book with Print Publication**

Dickens, C. (1994). *A tale of two cities*. Charlottesville, VA: University of Virginia Library.

## **Periodicals: Print (Including journals, magazines, and newspapers)**

In general, the Reference for articles should include the name of the author (last name, then first and middle initials), the date of publication (in parentheses), the title of the article, the title of the periodical, the volume and issue numbers and the inclusive page numbers.

- For magazines and newspapers give the year and the date of publication (Year, Month) or (Year, Month Day).
- For a journal or magazine, give the volume number if the publication is paginated continuously through each volume (The page numbers in new volumes pick up where earlier volumes left off), but give both the volume and issue number if each issue begins on page 1.
- The volume should be *italicized* and the issue should not be italicized but it should be in parentheses ( ).
- Provide the inclusive page numbers when an article appears in consecutive pages (Example: pp. 179-191). When the article refers you to continue reading on another page, give all the page numbers the article is on. This may be more common for newspaper articles (Example: A1, A17-A18).

### **Basic Format:**

Author. (Date of Publication). Title of article. *Title of Periodical*, volume (issue number), pages.

### **Examples**

#### **Journal Article: One Author**

Mellers, B. A. (2000). Choice and the relative pleasure of consequences. *Psychological Bulletin*, 126, 910-924.

#### **Journal Article: Multiple Authors**

Klimoski, R., & Palamer, S. (1993). The ADA and the hiring process in organizations. *Consulting Psychology Journal: Practice and Research*, 45(2), 10-36.

#### **Magazine Article**

Radner, H. (1991, December). Do babies have a universal language? *Psychology Today*, 9, 70-76.

#### **Newspaper Article**

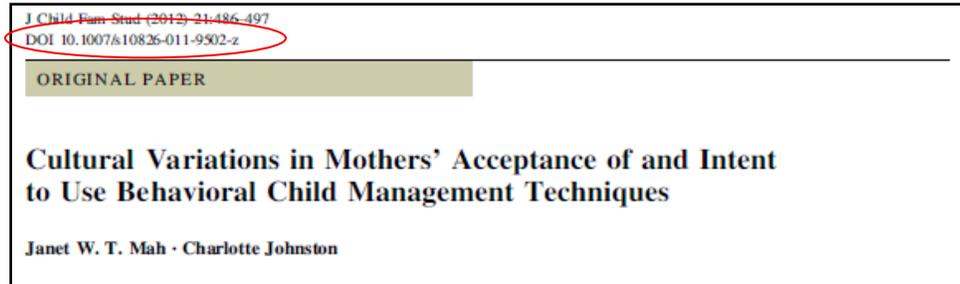
Newman, M. (2006, May 1). Immigrants stage protests across U. S. *The New York Times*, pp. A1, A4.

## Periodicals: Electronic (Including Journals, Magazines, and Newspapers)

Electronic periodicals may be accessed through online research databases, websites, or directly from online publications.

### DOI (Digital Object Identifier)

Since the location of scholarly electronic articles and journals can change, publishers often assign a DOI, an alphanumeric string, which provides a persistent link to its web location. When a DOI is available, include the DOI instead of the URL in the reference. The DOI generally may be found on the first page of the electronic journal article.



### Journal Article: with DOI

#### Basic format:

Author. (Date of Publication). Title of article. *Title of Periodical*, volume (issue), pages. doi

#### Example:

Mah, J. W.T. & Johnston, C. (2012). Cultural variations in mother's acceptance of and intent to use behavioral child management techniques. *Journal of Child & Family Studies*, 21(3), 486-497. doi:10.1007/s10826-011-9502-z

### Journal Article: with NO DOI

If there is no DOI for the article, list the home page URL of the journal, newsletter or magazine in the reference. Do a web search to find the address of the homepage of the journal that published the article and include it in your citation.

#### Basic format:

Author. (Date of Publication). Title of article. *Title of Periodical*, volume (issue), pages. Retrieved from <http://www.xxxxxxx>

#### Example:

Julian, L. (2010). Why school lunch is "nasty!". *Policy Review*, (163), 43-53. Retrieved from <http://www.hoover.org/publications/policy-review>

NOTE: If you CANNOT find the journal's homepage, you can either (a) use the database name and accession number OR (b) do a search for the name of the database you are using (for example: "JSTOR" or "Academic Source Complete") and use the address of its homepage.

#### Example:

Kubota, K. (2007) "Soaking" model for learning: Analyzing Japanese learning/teaching process from a socio-political perspective. Retrieved from ERIC database (ED498566)

### Journal Article from an Internet-only journal

Aron, L. & Loprest, P. (Spring 2012). Disability and the educational system. *Children with Disabilities*, 22(1), 97-122.

Retrieved from <http://www.futureofchildren.org/futureofchildren/publications/journals/>

## Online Newspaper

Stelter, B. (2010, February 24). Water-cooler effect: Internet can be TV's friend. *The New York Times*. Retrieved from

<http://www.nytimes.com>

## Database Examples

### Academic Search Complete

Rhode, M. (2011). Asperger's syndrome: A mixed picture. *Psychoanalytic Inquiry*, 31(3), 288-302. doi:10.1080/07351690.2010.513633

### CQ Researcher

McLure, J. (2012, August 31). Genetically modified food. *CQ Researcher*, 22, 717-740. Retrieved from <http://library.cqpress.com/>

cqresearcher

### ERIC

Phelan, H. L., Filliter, J. H., & Johnson, S. A. (2011). Brief report: Memory performance on the California verbal learning test-children's

version in autism spectrum disorder. *Journal of Autism and Developmental Disorders*, 41(4), 518-523. Retrieved from

<http://www.springerlink.com/content/0162-3257>

### Opposing Viewpoints In Context

Bothwell, L. (2012). Federal funds should be used for embryonic stem cell research. In J. Langwith, *Opposing Viewpoints. Stem Cells*.

Detroit: Greenhaven Press. Retrieved from <http://ic.galegroup.com/ic/ovic>

### JSTOR:

Golden, R. M. (1997). American perspectives on the European witch hunts. *History Teacher*, 30, 409426. doi:10.2307/494137

**Note:** If you have questions about citing sources from any of the other databases offered by the LRCCD libraries, ask your campus librarian for assistance!

## Web Sites or other Internet Sources

### Basic format:

Author. (Date of Publication). *Title of work*. Retrieved from <http://> web address

### Additional Rules:

- Do not include retrieval dates unless the source material may change over time (example: wikis).
- If there is no date listed on the document use (n.d.) for no date.
- When referring to an overall website (not a specific page or article or quote), use an in-text citation that references the website (<http://kidpsych.org>).
- See the *Publication Manual* for instructions on citing online forums, discussion groups, or blogs.

### Examples:

#### Web Page: One Author

Cameron, J. (2001). *Evaluating web resources*. Retrieved from <http://www.library.ucla.edu/libraries/college/instruct/htm>

#### Web Page: Group Author

National Park Service. (2003, February 11). *Abraham Lincoln Birthplace National Historic Site*. Retrieved from

<http://www.nps.gov/abli/>

### Need More Help?

For more information about using the APA style, refer to the Publication Manual of the American Psychological Association, 6<sup>th</sup> ed. or try the following websites:

APA Style Tips: [www.apastyle.org](http://www.apastyle.org)

Purdue University: <http://owl.english.purdue.edu/owl/section/2/10/>

Duke University: <http://library.duke.edu/research/citing/>