The following guidelines and examples for the construction of a reference list and the use of the author-date method of citation in text are taken from the 6th edition of the *Publication Manual of the American Psychological Association* (Ready Reference 808.06615 A54p 2010).

**Quoting and Paraphrasing**

When you quote or paraphrase an author, you must credit, or *cite*, the source in the text of your paper, and this *citation* will lead the reader to more complete information about the source in the reference list at the end of your paper. For a direct quotation, the type of information provided will vary depending on if the original document is in print or electronic form. For quotations from print sources, give the author’s last name, year of publication, and page number in parentheses at the end of the quote. Quotations from electronic sources generally do not have page numbers, and so the citation should include a paragraph number with the abbreviation para. Here are some examples of how this would look in a paper (for further examples, see p. 170-173 of the APA Publication Manual):

**Periodicals and books with page numbers**

In comparison to other institutions, Asbury University has been identified as “an exceptional university with a high-quality library” (Smith & Jones, 2009, p. 20).

**Websites and other electronic resources without page numbers**

Johnson (2007) found that “Three-fourths of all students in college dormitories crave Krispy Kreme donuts on a daily basis” (para. 6).

**Citing References In Text**

When you are making a general reference to another source (not a direct quotation), you are only required to provide the author’s name and year of publication within the text of your paper. Here are some examples of how this would look in a paper (for further examples, see p. 174-179 of the APA Publication Manual):

**One Work By A Single Author**

Within parentheses, you can insert the surname of the author and the year of publication:

Psychology classes at Asbury were found to be particularly enlightening (Jones, 2008).

Alternatively, if the name of the author appears as part of the narrative, you only need to
Jones (2008) found psychology classes at Asbury to be particularly enlightening.

Finally, you can also incorporate both the year and the name within the narrative of the text, forgoing the need for parentheses.

In 2008, Jones found psychology classes at Asbury to be particularly enlightening.

**One Work By Two Or More Authors**

When a work has two authors, always cite both names every time the reference occurs, using the word “and” between the names if mentioning the names in the text, and using an ampersand (&) between the names if using a parenthetical reference. For example:

...as Jones and Smith (1999) demonstrated
...the results of the study were conclusive (Jones & Smith, 1999)

When a work has more than two authors but fewer than six authors, cite all authors the first time the reference occurs.

Williams, Jones, Smith, Bradner, and Torrington (2005) found...

In subsequent citations, include only the surname of the first author followed by "et al."

Williams et al. (2005) found...

When a work has six or more authors, cite only the surname of the first author followed by “et al.”

**Groups as Authors**

According to the Publication Manual, “the names of groups that serve as authors are usually spelled out each time they appear in a text citation” (p. 176). However, there is an allowance to use an abbreviation after the first citation, if you supply enough information in the citation for the reader to find the source in the reference list. For example:

First text citation - (National Institute of Mental Health [NIMH], 1981)
Subsequent text citations - (NIMH, 1981)

**Bible**

Reference list entries are not required for the Bible, but if you cite the Bible, you do need to identify the version you used in the first citation. You do not need to include page numbers, since the Bible has a consistent numbering system across versions – reference chapter and verse.

Paul says “the greatest of these is love” (New Living Translation, 1 Cor. 13:13).
Reference List

References cited in your research paper must appear in a reference list which identifies the books, periodicals, and other materials which you have cited or consulted for your paper. These citations are arranged alphabetically by author and appear at the end of your paper.

The examples below include the most common types of materials cited in the reference lists of undergraduate student research papers. For additional details and examples, refer to pages 180-224 of the APA Publication Manual. Italics MUST be used for the titles of books, periodicals, or other works. Do not underline.

Periodicals (Journals, Magazines, And Newspapers)

Since many periodical articles are now accessed online, a universal system of electronic identification has been created by publishers, assigning a DOI (digital object identifier) to each article. The APA Publication Manual requires you to include the DOI in your reference list entry when it is available, although there are provisions if a DOI is not available.

General periodical format


Journal article, electronic, with DOI


Journal article, electronic, without DOI (from a library database)

For articles that are easily located, do not provide database information. If the article is difficult to locate, then you can provide database information.


If the article appears as a printed version as well, the URL or database name is not required. Use "Electronic version" in brackets after the article title.

Journal article, print


Magazine article, print


Newspaper (online)


Books

General book format:

Author, A. A. (year). *Title of work*. Location: Publisher.

One author


No Author or Editor


Corporate Author, Author as Publisher


Edited Book

Chapter in an edited book


Electronic version of a print book (available through subscription service)


Electronic version of a print book (available through Google Books)


ERIC Document


Web Pages

For web pages found on the Internet, it is important to list the date that the web page was published (using n.d. if no date can be found). Also, include the complete URL for the web page.


Stand-alone document, no author identified, no date or with date


If the author of a document is not identified, begin the reference with the title of the document.
Document available on university program or department Web site


If a document is contained within a large and complex Web site (such as that for a university or a government agency), identify the host organization and the relevant program or department before giving the URL for the document itself. Precede the URL with a colon.

Article in an Internet-only journal


Fredrickson, B. L. (2000, March 7). Cultivating positive emotions to optimize health and well-being. Prevention & Treatment, 3, Article 0001a. doi:10.1037/1522-3736.3.1.31a

Online scholarly journal articles without a DOI require a URL.


• Use the complete publication date given on the article.
• Note that most of the time there are no page numbers.
• In an Internet periodical, volume and issue numbers often are not relevant. If they are not used, the name of the periodical is all that can be provided in the reference.
• Break a URL that goes to another line after a slash or before a period. Do not insert (or allow your word-processing program to insert) a hyphen at the break. Do not insert a period at the end of the url.
Non-Print Media

Film (Motion Picture)

Producer, P. P. (Producer), & Director, D. D. (Director). (Date of publication). Title of motion picture [Motion picture]. Country of origin: Studio or distributor.


Television Broadcast (Single Episode)


Audio Recording

Songwriter, W. W. (Date of copyright). Title of song [Recorded by artist if different from song writer]. On Title of album [Medium of recording]. Location: Label. (Recording date if different from copyright date).


Computer Program

Do not cite standard office software (e.g. Word, Excel) or programming languages. Provide references only for specialized software.


Software that is downloaded from a Web site should provide the software’s version and year when available.

Reviews

Review of a Book


Review of a Film


Interviews, Email And Other Personal Communication

No personal communication is included in your reference list; instead, parenthetically cite the communicator's name, the fact that it was personal communication, and the date of the communication in your main text only.


P. Smith also claimed that many of her students had difficulties with APA style (personal communication, November 3, 2002).

Published Interview, Untitled Work

Legal Materials

When citing legal articles in APA format, do not footnote but locate all such references in the reference list. For additional examples of references to court cases and statutes, see the APA Publication Manual, pp. 397-410.

U.S. Supreme Court Case (Citation to the United States Reports)


The examples in this STUDY GUIDE are based on the sixth edition of the American Psychological Association's Publication Manual. The APA format is only one of many formats available to writers. If you need another format or writers’ manual, please consult with a Reference Librarian if you require additional assistance.

Go to: http://www.asbury.edu/offices/library/services/style-guides for more citation formats.

For more information, visit: http://asbury.libguides.com/apaguide