

HELP! HOW DO I CITE A PAPER ACCORDING TO

APA

EASY AS 1-2-3

1. Identify your source type.
2. Find an example.
(May not be on this handout!)
3. Mirror the example.



FORMAT YOUR PAPER

- 1" Margins
- Font Options: Times New Roman (12pt), Calibri (11pt), Arial (11pt), Georgia (11pt), or Lucida Sans Unicode (10pt). Double-Spaced
- Title page with your title, name, and college, centered upper-half
- In your header, insert the page number on the right margin. Running head is optional based on professor's requirements.
- Prepare abstract on the next page (Consult instructor)
- Create the Main Body (text) of your paper on a new page
- Separate reference list follows main body. References should be double-spaced and listed alphabetically by author last name. Use hanging indentation.

IN-TEXT CITATIONS

In addition to a list of references at the end of your paper, you need to cite your sources in the text of your paper. In-text citations should include the last name of the author(s) and publication year.

With author in sentence

According to Jones (1998), APA style is a difficult citation format for first-time learners.

Without author in sentence

APA style is a difficult citation format for first-time learners (Jones, 1998).

*Include page numbers **only when quoting or referring to a specific passage**. Pagination includes the author, year, and page number for the reference (preceded by "p.").

With author in sentence, using direct quote

According to Jones (1998), "Students often had difficulty using APA style, especially when it was their first time" (p. 199).

Without author in sentence, using direct quote

She stated, "Students often had difficulty using APA style" (Jones, 1998, p. 199), but she did not offer an explanation as to why.

Two authors?

(Wegener & Petty, 1994) -OR- Research by Wegener and Petty (1994) supports...

Three or more authors?

(Harris et al., 2001) -OR- Harris et al. (2001) argued...

Unknown or anonymous author

Cite the source by its title in the signal phrase or use the title in the parenthetical citation in place of the author's name. Examples:

Book with no author: (*Interpersonal Skills*, 2019)

Article with no author: ("Understanding Sensory Memory," 2018)

Works with the same author and date

Include a lowercase letter after the year (Smith 2017a) or Smith (2017b). This will be used in the in-text citation and the reference list entry.



REFERENCE LIST EXAMPLES

APA Reference List entries contain the following four components:

Author. (Date). Title. Source

Below are examples of types of sources often cited in a Reference List.

Book

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Publisher Name.

Example: Calfee, R. C., & Valencia, R. R. (1991). *APA guide to preparing manuscripts for journal publication*. American Psychological Association.

Journal Article

Author, A. A., & Author, B. B. (Date of publication). Title of article. *Title of Journal, volume number*(issue number), page range. DOI (if available).

Example: Brownlie, D. (2007). Toward effective poster presentations: An annotated bibliography. *European Journal of Marketing, 41*, 1245-1283. <https://doi.org/10.1108/03090560710821161>

Webpage*

Author, A. A., & Author, B. B. (Date of publication). *Title of document*. URL

Example: World Health Organization. (2018, March). *Questions and answers on immunization and vaccine safety*. <https://www.who.int/features/qa/84/en>

*Include a retrieval date following the URL only if the website's content is designed to change over time.

Webpage on a News Website

Author, A. A. (Year, Month Day). Title of Article. *News Site name*. URL

Example: LaMotte, S. (2020, March 9). CPR has improved, here's what to do (and sing) to save a life. *CNN*. <https://www.cnn.com/2020/03/09/health/cpr-living-to-100-wellness/index.html>

Newspaper Article

Author, A. A. (Year, Month Day). Title of Article. *Title of Newspaper*. URL

Example: Clark, M. (2020, March 6). Stocking your pantry the smart way. *The New York Times*. <https://www.nytimes.com/2020/03/06/dining/how-to-stock-a-pantry.html>

Tweet

Author, A. A. [@username]. Date. *Content of the post up to the first 20 words*. Site Name. URL

Example: APA Education [@APAEducation]. (2018, June 29). *College students are forming mental health clubs-and they're making a difference @washingtonpost* [Thumbnail with link attached] [Tweet]. Twitter. <https://twitter.com/apaeducation/status/101281049053014161>

REMEMBER!

When you include a quote or borrowed idea in your paper, introduce it with a **signal phrase!** This provides context for source material.



ADDITIONAL HELP

This handout is only a sample of basic APA formatting. If you have questions, talk to a librarian or consult the *Publication Manual of the American Psychological Association*, (7th ed.) which is available at the library front desk.

Citing Subject Guide

<http://guides.mga.edu/citations>

The Purdue OWL: APA Style

owl.english.purdue.edu/owl/section/2/10/

APA Style Blog blog.apastyle.org



Adapted from a guide created by Autumn Johnson at Savannah State University



Middle Georgia
State University

LIBRARY

<https://www.mga.edu/library/>