

A New Guide to APA Style

(References and Citing Sources in Text Based on the
Publication Manual of the American Psychological Association—5th Edition)

Remember that all references are double-spaced. The reference formats are the most recent recommendations by the American Psychological Association in their latest edition. New changes from the last edition include requiring a hanging indent and changing underlined material to *italics* including volume numbers. The in-text citations are given as possible examples of how to cite the source in the text of your paper. As a research writer, you have several options to choose how to properly credit the source you are citing. *The English Department at Friends University requires citing the page number or paragraph number for all direct quotes and paraphrases.*

1. A JOURNAL ARTICLE

Brown, E. (1988). The effect of intervention on abused children. *Child Abuse and Neglect*, 5, 89-94.

In-Text Citations: According to Brown (1988), “Statistics show that early intervention can deter family abuse” (p. 91).

Brown (1988) stated that...(p. 91).

(Brown, 1988, p. 91) *include page # if quoting or paraphrasing*
(This information can be placed at the end of a sentence.)

2. A JOURNAL ARTICLE NOT PAGINATED CONTINUOUSLY

Some journals start with page 1 with each issue, so include the *issue number* in parentheses following the volume number.

Williams, S., Park, J. S., & Smith, F. (1991). The language of inequality. *Urban Review*, 20(3), 34-39.

In-Text Citations: Williams, Park, and Smith (1991) found....(p. 35).

(Williams, Park, & Smith, 1991) *use either of these for first citation and then follow example below*

(Williams et al., 1991) *subsequent citations use*

(Williams et al., 1991, pp. 34-37) *quoting material*

3. A MAGAZINE ARTICLE

Mayfield, M. (1994, December). The breakthrough of Sarah. *Psychology Today*, 28-30.

In-Text Citations: A major break through in the study of psychotic dream experiences occurred in the late 1950s (Mayfield, 1994, p. 30).

Mayfield observed that...(1994, p. 29).
Mayfield (1994) stipulated that certain factors...(p.29)

4. A NEWSPAPER ARTICLE

Stone, C. (1994, January 14). The market affects Broadway. *New York Times*, pp. C12-14.

In-Text Citations: Stone (1994) explained, "Each day the market directly affects the core of New York, especially around mid-afternoon" (p. C12).
Stone (1994) argued that the market will...(p. C13).
Researchers believe that Broadway is a mess (Stone, 1994, p. C12).

5. A BOOK

Lucas, M. J. (1993). *Family problems: A look at the backgrounds of families*. New York: Random House.

In-Text Citations: Fifty percent of all family problems are caused by financial stresses in the job environment (Lucas, 1993, p. 34).
Lucas (1993) observed that....
Include page number in () if quoting or paraphrasing

6. A BOOK OR ARTICLE WITH MORE THAN ONE AUTHOR

Mason, T. L., & Larkham, S. D., Jr. (1997). *Employees in the business community: An introduction to organizational behavior* (3rd ed.). New York: McGraw-Hill.

Greenfield, A., & O'Rourke, C. (1997). Children: The victims of family violence. *American Journal of Psychology*, 3, 671-682.

In-Text Citations: The figures are staggering of second generation families of violence; two-thirds of all second generation...(Greenfield & O'Rourke, 1997, p. 677). *Use ampersand in parentheses.*
Greenfield and O'Rourke (1997) insisted that...
Greenfield and O'Rourke (1997) proposed...(p.672).

7. A BOOK WITH MORE THAN THREE AUTHORS

Abrams, J., Mason, D., Newcomb, T., & Rosenberg, M. (1998). *Theories of cognitive consistency: A sourcebook*. New York: Random House.

First In-Text Citation: Abrams, Mason, Newcomb, and Rosenberg (1998) identify several cognitive theories (p. 45). One cognitive theory has had a profound effect on individuals (Abrams, Mason, Newcomb, & Rosenberg, 1998, p. 45).

Subsequent citations: According to Abrams et al. (1998), cognitive theories... Historically, researchers found little substance to many of these theories (Abrams et al., 1998, p. 49).

8. A NEWSPAPER ARTICLE WITH AN UNKNOWN AUTHOR

The presidential race in Iowa. (1999, December 21). *The Boston Globe*, pp. A23-A24.

In-Text Citations: (“The Presidential,” 1999, p. A23)
In the article “The Presidential Race in Iowa” (1999),...
If quoting or paraphrasing provide the page number as well.

9. A NEWSPAPER ARTICLE—LETTER TO THE EDITOR

Brownly, A. P. (2001, November 15). How to resolve the college drinking problem [Letter to the editor]. *The Washington Post*, p. A17.

In-Text Citations: Brownly suggested that universities should...(2001, p. A17).
Over 80% of all major universities cited college drinking as a major problem on their campuses (Brownly, 2001, p. A17).

10. A BOOK WITH AN UNKNOWN AUTHOR

Chicago manual of styles (16th ed.). (1993). Chicago: University of Chicago Press.

In-Text Citations: (*Chicago Manual of Style*, 1993, p. 34)
According to the *Chicago Manual of Style* (1993),
If quoting or paraphrasing provide the page number as well.

11. A BOOK WITH A CORPORATE AUTHOR

American Red Cross. (1980). *Helping hurricane disaster victims*. New York: Doubleday.

In-Text Citations: (American Red Cross, 1980, p. 94)
The book *Helping Hurricane Disaster Victims* explained...(American Red Cross, 1980, p. 99).

12. AN ENCYCLOPEDIA

Samuel, S. (Ed.). (1990). *The new Grolier encyclopedia of music and musicians* (6th ed., Vols. 1-20). London: Macmillan.

In-Text citations: Musicians of the 1900's had a profound...(Samuel, 1990, p. 118).

13. ENTRY IN AN ENCYCLOPEDIA—WITH NO BYLINE

Relativity. (1997). In *The new encyclopedia Britannica* (Vol. 26, pp. 501-503). Chicago: Encyclopedia Britannica.

In-Text Citations: According the New Encyclopedia Britannica, the theory of relativity originated...(1997, p. 502).

14. SEVERAL VOLUMES IN A MULTIVOLUME EDITED BOOK

Cook, M. (Ed.). (1969-1979). *Sociology: A study of behavior* (Vols.1-6). New York: McGraw-Hill.

In-Text Citations: (Cook, 1969-1979, p. 59).
Cook observed behavior....(1969-1979, p. 59).

15. A BOOK WITH AN EDITOR OR EDITORS

Posner, D., & Denmark, F. (Eds.). (1994). *Critical advocates*. Chicago: University of Chicago Press.

In-Text Citations: (Posner & Denmark, 1991, p. 69)
Posner and Denmark (1991) observed ...(p. 68).

16. A CHAPTER OR ARTICLE IN AN EDITED BOOK (anthology or reference book)

Crane, R. (1995). Discovering life in the Middle Ages. In D. Pope, P. Stick, & D. Small (Eds.), *Critical advocates* (pp. 260-281). Chicago: University of Chicago Press.

In-Text Citations: (Crane, 1995, p. 272) *this parenthetical can come after info.*
Crane (1995) argued that life in the Middle Ages...(p. 271).

17. A CHAPTER OR PART OF A WHOLE BOOK WITH SEVERAL AUTHORS

Kass, L. R. (1992). Suicide can never be a rationale choice. In M. Biskup (Ed.), *Suicide: Opposing viewpoints* (pp.38-46). San Diego, CA: Greenhaven. (Reprinted from *Commentary*, 1991, December)

In-Text Citations: According to Kass, suicide has been...(1992, p. 41).
Kass (1992) concluded that...
Suicide can never be seen as...(Kass, 1992, p. 39).

18. WORK TAKEN FROM A SECONDARY SOURCE

Campbell, R. (1995). Obesity affects economic and social status. *Psychological Review*, 100, 321-340.

[Campbell wrote this article that appears in *Psychological Review*, but in it he talks about another study done previously by Johnson. You have read the article by Campbell, but you have not read the original study by Johnson.]

In-Text Citations: ***Name the original work (Johnson) and cite the secondary source (Campbell):***
Johnson's study showed certain factors that...
(as cited in Campbell, 1995, p. 333).

****On reference page you will only need to cite the secondary source (Campbell).**

19. A REPUBLISHED WORK

Williams, J. (1978). *Pragmatism*. Cambridge, MA: Harvard University Press. (Original work published 1907).

In-Text Citations: (Williams, 1907/1978, p. 33)
According to Williams (1907/1978), the institution...(p.33).

20. A BOOK REVIEW

Benton, R. K. (1991). A new look at brain learning. [Review of a book *The brain*]. *Psychiatric Journal*, 13, 53.

In-Text Citations: (Benton, 1991, p.53)
Benton (1991) maintained that...

In-Text Citations: After examining the book entitled *The Brain*,
Benton argued....(1991, p. 53)

21. A GOVERNMENT DOCUMENT FROM GOVERNMENT PRINTING OFFICE

National Institute of Mental Health. (1993). *Clinical training in serious mental illness* (DHHS Publication No. ADM 90-1679). Washington, DC: U.S. Government Printing Office.

In-Text Citations: According to the National Institute of Mental Health (1993),

22. A GOVERNMENT REPORT NOT AVAILABLE FROM GPO

U.S. Department of Health and Human Services. (1993). *Pressure ulcers in adults: Prevention and care* (AHCPR Publication No. 93-0047). Rockville, MD: Author.

23. ABSTRACT AS ORIGINAL SOURCE

Mason, F., Yates, S., & Sandberg, C. (1999). The discovery of cognitive functions. [Abstract]. *Journal of Developmental Psychology*, 3, 24.

24. A PUBLISHED INTERVIEW

Peters, C. (1992, April). [Interview with John Tolles, psychic]. *Chronicles Magazine*, 24-28.

In-Text Citations: (Peters, 1992, p. 27)
Peters (1992) noted that...(p. 27).

25. A FILM OR VIDEOTAPE

Hitchcock, A. (Producer and Director). (1954). *Rear window* [Film]. Los Angeles, CA: MGM.

In-Text Citations: (Hitchcock, 1954)
In *Rear Window*, Hitchcock (1954)...

Stone, J. (Producer), & Foreman, N. (Director). (1999). *Changing our view of the human mind* [Film]. (Available from Minds, Inc., 1001 West 32nd Street, New York, NY 10023)

26. A TELEVISION PROGRAM

Burns, K. (Executive Producer). (1996). *The west*, New York and Washington, DC: Public Broadcasting Service.

In-Text Citations: (Burns, 1996)
In Burns's (1996) film...

27. A SINGLE EPISODE FROM A TELEVISION SERIES

Downing, D. (1996). Fighting for keeps (S. Ives, Director). In K. Burns (Producer), *The warrior*. New York: New York Broadcasting Company.

In-Text Citations: (Downing, 1996)
In the second episode, Downing (1996)...

28. A MUSICAL RECORDING

Wolf, K. (1986). Muddy roads. On *Gold in California* [CD]. Santa Monica, CA: Rhino Records.

In-Text Citations: (Wolf, 1986)
In Wolf's (1986) song,...

29. CQ-RESEARCHER

Warsaw, B. (1997, May 18). Year-round schools. *C.Q. Researcher*, 6(19), 435-442. Washington DC: Congressional Quarterly.

Ballistone, C. (1996, May 17). At issue: Does year-round education improve academic performance? *C.Q. Researcher*, 6(19), 449. Washington DC: Congressional Quarterly. (Reprinted from *Educational Leadership*, 1988, February)

In-Text Citations: Warsaw notes that...(1997, p. 440).
Year round schooling...(Ballistone, 1996, p. 449).

30. A COMPUTER PROGRAM

TLP. EXE Version 1.0 [Computer software]. (1991). Hollis, NH: Transparent Language.

In-Text Citations: (TLP.EXE Version 1.0, 1991)
In TLP.EXE (1991), a pop-up window...

31. ERIC DOCUMENT

Simms, H. S. (1996). *The effect of cooperative learning*. (Report No. NCRTL-XX-99-1). East Lansing, MI: National Center for Research on Teacher Learning. (ERIC Document Reproduction Service No. ED 888 096)

In-Text Citations: (Simms, 1996)
In an article on cooperative learning in 1996,

32. A PAMPHLET OR BROCHURE

U. S. Department of Health and Human Services. (1994, January). *Evaluation and management of early HIV infection*. [pamphlet] Lawrence, KS: Author.

In-Text Citations: The U.S. Department of Health and Human
Services (1994) points out... (par. 4).
(U.S. Department of Health, 1994, par. 4)

Research and Training Center on Independent Living. (1994). *Guidelines for reporting and writing about people with disabilities* (4th ed.) [Brochure]. Lawrence, KS: Author.

33. A LECTURE OR SPEECH

Branch, T. (1992, May 7). *Democracy in an age of denial*. Speech presented for the Humanities on the Hill lecture series, Washington, DC.

Clinton, W. J. (1993, February 17). [State of the Union Address]. Speech presented to a Joint Session of Congress, House of Representatives, Washington, DC.

*Use brackets to give the descriptive title of the speech.

Electronic Sources:

With more and more research being done on the Internet, citing electronic sources has become very important. That is not to say that many may become frustrated trying to find out how to cite a particular source. One thing to always remember is that usually you are not looking at a duplicate of the hard copy print source. If you are not using an electronic source that is based on a duplicate of a print source, use the **paragraph number** to cite specific information. One change in the 5th edition of the *Publication Manual of the American Psychological Association* is the use of the ¶ symbol or the abbreviation **para**. (To use the symbol for paragraph use the **Alt + P** keys.) Friends University English Department requires the number of paragraphs in all electronic sources to be included in the reference page citation. You will be required to count all paragraphs in the article that you are accessing.

In-Text Citations: According to Myers (2001), the system...(¶ 15).
The system's flaws showed...(Myers, 2001, para. 15).

34. MULTIPAGE DOCUMENT CREATED BY PRIVATE ORGANIZATION

Greater Hudson Area Healthy Community 2000, Task Force on Teen and Adolescent Issues. (n.d.). *Who has time for a family meal? You do!* Retrieved October 5, 2000, from <http://www.familymealtime.org>

✍✍ When an Internet document comprises multiple pages (for example: different sections have different URLs), provide a URL that links to the home (or entry) page for the document.

✍✍ Use **n.d.** (no date) when a publication date is not available

35. CHAPTER OR SECTION IN AN INTERNET DOCUMENT

Rubris Foundation. (1999, May 5). Closing the barriers. In *Losing ground quickly: Low income communities in the computer age*. (chap. 3). Retrieved May 1, 2001, from <http://www.rubris.org/Library/Low-income/two.html>

✍✍ Use a chapter or section identifier (if available) in place of page numbers or paragraph numbers.

✍✍ Provide a URL that links directly to the chapter or section you are citing.

36. DOCUMENT AVAILABLE THROUGH A UNIVERSITY WEB SITE

Samson, L., McCune, C., & Nottingham, L. (1994). *Technology and education: New wine in new bottles: Choosing pasts and imagining educational futures*. Retrieved August 24, 2000, from Columbia University, Institute for Learning Technologies Web site: <http://www.ilt.columbia.edu/publications/papers/newwine1.html>

37. U.S. GOVERNMENT REPORT AVAILABLE ON GOVERNMENT AGENCY WEB SITE, NO PUBLICATION DATE INDICATED

United States Sentencing Commission. (n.d.). *The 1997 sourcebook of federal sentencing guidelines*. Retrieved December 8, 1999, from <http://www.ussc.gov/annrpt/1997.sbt.htm>

38. AN ONLINE NEWSPAPER ARTICLE

Adams, J. (1997). Save our endangered species. *Intellectual Ammunition News*, 8 paragraphs. Retrieved January 25, 1999, from <http://www.heartland.org/>

In-Text Citations: (Adams, 1997, para.7)
Adams (1997) insisted...(para.7).
Adams argued against cloning certain species of animals
(1997, ¶ 7).

Johnson, T. (1994, December 5). Indigenous people are now more combative, organized. *Miami Herald*, 12 paragraphs. Retrieved July 16, 1997, from <http://www.summit.fiu.edu/MiamiHerald>

In-Text Citations: (Johnson, 1994)
In 1994, Johnson argued...
Johnson pointed out...(1994, para. 9).

****Unless you have an exact copy of the newspaper article as it appeared in print form, you must count paragraphs--don't give page numbers.***

39. A PART OF A WORK FROM THE WEB

Hunter, J. (n.d.). Achilles. In *Encyclopedia Mythica*. 3 paragraphs. Retrieved October 13, 1999, from <http://pantheon.org/myth/achill>

40. A PAGE FROM A HOME PAGE

Bob, B. (1999). *Billy Bob's Earthworms and Slugs*, 13 paragraphs. Retrieved March 3, 2000, from <http://www.bilworms.com>

National Association of Psychotic Killers (n.d.). Prison meals are better than they were ten years ago. In *Surviving Prison*. 5 paragraphs. Retrieved March 14, 2000, from <http://www.psychos.com>

In Text- Citations: According to the National Association of Psychotic Killers (n.d.), prisoners refer to...(para.5).

41. AN ONLINE JOURNAL

Haynes, C., & Howles, J. (1996). Enhancing pedagogical reality. *Kairos: A Journal for Teachers of Writing in a Webbed Environment*, 1(2), 43 paragraphs. Retrieved June 16, 1997, from <http://english.ttu.edu/kairon/1.2/index.html>

In-Text Citations: (Haynes & Howles, 1996)
Haynes and Howles (1996) recently pointed...(¶ 40).
Haynes and Howles acknowledged several
distinct problems in the web
environment (1996, para. 31).

42. CD-ROM ENCYCLOPEDIAS AND DATABASES

Psychotherapy. (1994). In *Microsoft Encarta*, Retrieved from Microsoft Corp. (CD-ROM, 1994 release)

43. AN ARTICLE FROM A DATABASE (Subscribe service or online)

Smithhower, B. A. (1998). Making sense of the internet. *Dallas Business Journal*, 11(31), 5 paragraphs. Retrieved January 27, 1999, from EBSCO database (Masterfile) <http://www.ebsco.com>

In-Text Citations: Smithhower (1998) explained...
Smithhower showed easy ways to access
the internet (1998, para. 5).
Many additional changes have been made since the
early 90's to...(Smithhower, 1998, ¶ 4).

Adam, K. (1999, May). Affirmative action and popular perceptions: The case of South Africa. *Society*, 37(2), 47 paragraphs. Retrieved February 2, 2000, from Proquest online database.

In-Text Citations: Adam (1999) argued that...
...affirmative action changed (Adam, 1999, para. 37).

Miller, W. (2000, April 9). Scientists study sleeping disorders. *The New York Times*, 4 paragraphs. Retrieved September 18, 2000, from Lexis-Nexis database (Academic Universe).

Terenzini, P.T., Cabrera, A. F., & Colbeck, C. L. (2001, September). Racial and ethnic diversity in the classroom. *Journal of Higher Education*, 72, 9 paragraphs. Retrieved January 5, 2002, from Blue Skyways Online Database Service (Infotrac).

Clay, J., Hanson, I. & Frederick, J. (1995). Role of early childhood experiences. *Journal of Applied Psychology*, 71, 44 paragraphs. Retrieved October 23, 2000, from PsycARTICLES database.

In-Text Citations: Clay, Hanson, and Frederick (1995) claim many...(para. 31).
Childhood experts agree...(Clay, Hanson, & Frederick, 1995, ¶ 2).

MISCELLANEOUS INFORMATION:

44. PERSONAL COMMUNICATION OR INTERVIEW

Personal communications or interviews are not retrievable, so they are **NOT** listed on the reference page.

In-Text Citations: According to M. Alter (personal communication, May 2, 2002), some students preferred...
Alter explained, "Many students do not understand the.." (personal communication, May 2, 2002).

45. CLASSICAL WORKS

Reference entries are **NOT** required for major classical works such as ancient Greek and Roman works and the Bible. Just identify in the first citation what version you used.

Hebrews 3: 21 (Revised Standard Version)

When a work has no date of publication listed, just cite in the text the author's name, followed by a comma and n.d. for "no date." If you are using a specific translation, use that in the in text citation.

(Aristotle, trans. 1931)

