APA Style
7th Edition

This handout provides a quick reference guide to the basic citation rules of the American Psychological Association.

For complete information, use the following resources from the APA:

In addition, these two websites may be helpful for further guidance:
UCO APA Style Library Guide: http://libguides.uco.edu/APA

Works Credited in the Text  (See chapter 8 in the Publication Manual for complete details)

- You must cite the author and publication year of a source in the text of your paper. One or both of these elements may be in parentheses, depending on the situation.
- In all cases, whenever you cite something in-text, you must include the full citation in the reference list at the end of the paper.
- Whenever multiple elements are in the parentheses, separate them with commas. Any punctuation that the sentence requires goes outside the parentheses. Here are some examples of correct in-text citations for paraphrasing:
  - Kessler (2003) found that among epidemiological samples...
  - Early onset results in a more persistent severe course (Kessler, 2003).
- If you cite a specific part of a source, with or without direct quotations, the citation requires the page number, with p. or pp. before the number. Example:
  - Rogers (1961) has identified genuineness and transparency as two important elements of a helping relationship (p. 37).
  - Through brain scans of live chimpanzees, researchers have found that, as with humans, “the language-controlling…” (Begley, 1998, p. 57).
- If you use a direct quotation, and the material is online or otherwise without pagination, first use the author and date format as you would with regular written sources. Then, use the paragraph number, if available, with the abbreviation para. If neither page nor paragraph numbers are available, cite the heading and the number of the paragraph following the heading to direct the reader to the location of the material. If necessary, shorten the heading or leave it out. (See pages 171–172 of the Publication Manual). Examples:
  - Basu and Jones (2007) went so far as to suggest the need for “regulation in cyber space” (para. 4).
  - In their study, Verbunt, Pernot, and Smeets (2008) found that “the level of perceived disability ... less by their physical condition” (Discussion section, para. 1).
  - “Empirical studies have found mixed results on the efficacy of labels ... changing consumption behavior” (Golan, Kuchler, & Krissof, 2007, “Mandatory Labeling Has Targeted”).
- The format of authors in in-text citations changes depending on the number of authors.
  - One author – (Flygare, 2019)
  - Two authors – (Flygare & Edwards, 2019)
  - Three or more authors – (Flygare et al., 2019)
Reference list at the end of the paper—(See chapter 9 and 10 in the Publication Manual for complete examples)

- Start the paper on a new page after the text. Label the reference list “References,” capitalized, in bold and centered.
- Double space the entire list, both between and within entries (this will not be done on this handout).
- Arrange entries alphabetically by the last name of the first author of each work. If no author is given, start with the first significant word in the title.
- In dates, include as much of the date as is provided – (year, month day) if possible, or (year, month), or (year)
- In titles of articles and books (but not journal titles), capitalize only the first word of the title, the first word of the subtitle, and proper names.
- Apply a hanging indent of .5 in. to each reference. Use the paragraph formatting function of your word processing program.

Books

For more information about citing articles, see section 10.2 of the Publication Manual.

Basic format for a book citation

Author, A. A. (date). Title of work. Publisher.

Editor, A. A. (Ed.). (date). Title of work. Publisher.

- Authored book with DOI

- Authored book without DOI, from most research databases or print version

- Chapter in an edited book with DOI

- Chapter in an edited book without a DOI, from most databases or print version

- Dictionary, thesaurus, or encyclopedia


When an online reference is continuously updated and the versions are not archived, use n.d. as the year of publication and include a retrieval date (see Section 9.16 in the manual)

- Report from a government agency or other organization

- Dissertation or thesis from a database

- Dissertation or thesis published online (not in a database)
Periodicals

For more information about citing articles, see section 10.1 of the Publication Manual.

Basic format for an article citation

• Journal article with DOI, one to twenty authors

• Journal article with DOI, 21 or more authors — include the first twenty authors, an ellipses, and the last author

• Journal, magazine, or newspaper article without a DOI from most databases or print version. Do not include database name or URL

• Journal article without a DOI, with a nondatabase URL

Other Sources

Use the webpages and websites category if there is no other reference category that fits and the work has no parent or overarching publication (e.g., journal, blog, conference proceeding, etc.)


• Webpage on a news website

• Webpage on a website with an individual author

• Webpage on a website with a group author

When the author and site name are the same, omit the site name from the source element.

• Webpage on a website with no date
• Document retrieved from a website, committee author, and no date – italicize titles only if it is a standalone document or report

• YouTube video or other streaming video

• TED Talk

• Podcast episode

• Film or video
Forman, M. (Director). (1975). One flew over the cuckoo’s nest [Film]. United Artists

It is not necessary to specify how you watched a film – in a theater, DVD, streaming online. However, the format or other descriptive information may be included in square brackets following the word film when you need to specify the version used.

• Image from the web or a museum website


Student title page (not to scale) – See section 2.3 of the Publication Manual for sample papers formatted in APA style.

A title page is required for all APA Style papers. There are both professional and student versions of the title page. Check with your instructor as to which version to use.

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Title of Paper Centered in Bold Font

Jennifer B. Student
The University of Central Oklahoma
ESFR 5013: Foundations of Educational Research
Dr. Christine Edwards
December 6, 2019