BASIC GUIDELINES: CITATIONS

- APA uses in-text citations within the body of the document, in addition to requiring a References list which appears at the end (APA 6.11-21).

- For a direct quotation, you must include the name(s) of the author(s), the year of publication, and the exact page or paragraph number on which the quoted text appeared in the original source (APA 6.03).

- When paraphrasing the words or ideas of a source, you must include the name(s) of the author(s) and the year of publication, and you are encouraged to also provide the page or paragraph number (APA 6.04).

- When there is no name available, include the name of the association / corporation / government department, the year of publication and the page or paragraph number.

- When there is no association name available, include the title of the source, the year of publication and the page or paragraph number.

SAMPLE CITATIONS

According to Bombay, Matheson, and Anisman (2010), “all Aboriginal peoples share common experiences of colonization, discriminatory policies imposed by the government, and the forced loss of cultural traditions” (p. 513).

With thousands of students on their campuses, universities can be at the forefront of mental health research as well as the implementation of new strategies and services (Nunes, et al., 2014, p. 107).

Instead of being caused by a single event, “homelessness occurs when a cascade of economic and interpersonal factors converge in the lives of people marginalized in society” (American Psychological Association, 2009, p. 2).

A post to the APA Style Blog clarifies that the publication date for a comment on a YouTube video is “the date that the YouTube comment was posted, not the date that the video was uploaded” (Becker, 2016, para. 4).

BASIC GUIDELINES: REFERENCES

- Always check with your professor, your syllabus, and/or your assignment for more specific instructions on how to format your references.

- Your list of references should appear at the end of the paper, on a new page. Centre the word “References” in the same font and size as the rest of your paper. Only include the sources you actually cited in your paper.
• Format your entries with a “hanging indent” as shown in the examples below. You can do this in the Paragraph Settings box by changing Indentation: Special to “Hanging” (MS Word), with spaces, a tab, or with the ruler feature in your word processor.

• Alphabetize entries by the last name of the first author. If the author’s name is unknown, alphabetize by title. If there are multiple articles by the same person, alphabetize by the second author, then by year.

• Write out the last name and use initials for all authors of a particular work for up to seven authors. If there are more than seven authors, write out the last name and initials for the first six, followed by three ellipses points, then by the final author’s last name and initials.

• Capitalize all major words of periodical titles (such as journals and magazines); for non-periodical titles (books, chapters, articles), capitalize only the first word of a title or subtitle and any proper nouns that are part of a title. For article titles, only capitalize the first word and leave the rest in lowercase, except for proper nouns.

General guidelines for articles accessed electronically

• APA recommends the use of the DOI (digital object identifier) when citing articles accessed electronically. The DOI is a unique alphanumeric number assigned to a journal article and is typically located on the first page of the article or in the database entry for the article.

• If the article you are citing has a DOI, include it as part of your reference. If no DOI is available and the article was retrieved online, APA recommends giving the home page URL of the journal.

• Remove automatic links and make sure they are the same font as the rest of your references.

• For more details, see the DOI and URL Flowchart: http://blog.apastyle.org/files/doi-and-url-flowchart-8.pdf

SAMPLE REFERENCES

Each entry in the list of references typically contains the following elements:

Author. (Year of publication). Title. Publication data.

Reference formats vary depending on whether the item you are citing is a book, journal article, blog post, etc. The examples below illustrate APA reference formats for commonly cited materials. Please refer to APA's Publication manual for more details and examples.

JOURNAL ARTICLE WITH DOI

**JOURNAL ARTICLE WITH DOI AND MORE THAN SEVEN AUTHORS**


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**JOURNAL ARTICLE WITHOUT DOI, ACCESSIBLE ONLY FROM A LIBRARY DATABASE**


**ONLINE MAGAZINE ARTICLE (NO DOI)**


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**PRINT NEWSPAPER ARTICLE**


**ONLINE DICTIONARY/ENCYCLOPEDIA ENTRY**


**ELECTRONIC VERSION OF PRINT BOOK**


**ENTIRE BOOK, PRINT VERSION**


**BOOK CHAPTER, PRINT VERSION**

GOVERNMENT REPORT

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BLOG POST

For more detailed information, and for examples not included here, please see:

- APA’s Publication manual (6th ed.), available on the R. P. Bell Library’s main floor at BF 76.7 .P83
  2010 REF
- Purdue University’s Online Writing Lab’s APA Formatting and Style Guide, available at https://owl.english.purdue.edu/owl/resource/560/01/

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