Why Cite?

- Citing sources is the only way to use other people’s work without plagiarizing.
- The readers of your work need citations to find out more about your ideas and where they came from.
- Citing sources shows the amount of research you’ve done.
- Citing sources strengthens your work by lending outside support to your ideas.

Info You Need (if available)

<table>
<thead>
<tr>
<th>Author/Editor(s)</th>
<th>Article name</th>
<th>Title (article/book/website)</th>
<th>Version/Edition</th>
<th>Publisher Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>Page number(s)</td>
<td>Date accessed</td>
<td>URL</td>
<td>DOI</td>
<td></td>
</tr>
</tbody>
</table>

In-Text Citations (Author-date method)

- Author(s)’ last name and the year of publication for the source should appear in the text.
- Names may appear either in the sentence itself or in parentheses following the quotation or paraphrase, but the date should always appear in the parentheses, not in the text of your sentence.
- Include page numbers if you are directly quoting the material.

Examples: (one author)

- APA style is a difficult citation format for first-time learners (Jones, 1998).
- According to Jones (1998), APA style is a difficult citation format for first-time learners.
- She stated, “Students often had difficulty using APA style” (Jones, 1998, p. 199).

More Situations:

Multiple Authors

- 2 authors: Use the word “and” between the authors’ names within the text and use the ampersand in the parentheses.
  - e.g. Research by Wegener and Petty (1994) supports… / (Wegener & Petty, 1994)

- 3-5 authors: List all the authors the first time you cite the source. Use the word “and” between the authors’ names within the text and use the ampersand in the parentheses. In subsequent citations, only use the first author's last name followed by "et al." in the signal phrase or in parentheses.
  - e.g. (Kernis, Cornell, Sun, Berry, & Harlow, 1993) / (Kernis et al., 1993)

- 6 or more authors: Use the first author’s name followed by et al. in the signal phrase or in parentheses.
  - e.g. Harris et al. (2001) argued… / (Harris et al., 2001)

Organization as an Author

- If the author is an organization or a government agency, mention the organization in the signal phrase or in the parenthetical citation the first time you cite the source.
  - e.g. According to the American Psychological Association (2000),...

- If the organization has a well-known abbreviation, include the abbreviation in brackets the first time the source is cited and then use only the abbreviation in later citations.
  - e.g. 1st: (Mothers Against Drunk Driving [MADD], 2000) / 2nd: (MADD, 2000)

Unknown Author & Date

- If no author or date is given, use the title in your signal phrase or the first word or two of the title in the parentheses and use the abbreviation "n.d." (for "no date”).
  - e.g. Another study of students and research decisions discovered that students succeeded with tutoring ("Tutoring and APA," n.d.).

Sources without Page Numbers

- When there are no page numbers, try to include information that will help readers find the passage being cited. When there are numbered paragraphs, use the abbreviation "para." followed by the paragraph number. If the paragraphs are not numbered and the document includes headings, provide the appropriate heading and specify the paragraph under that heading.
  - e.g. (Hall, 2001, para. 5)
  - According to Smith (1997), ... (Mind over Matter section, para. 6).

Citing Indirect Sources

- If you use a source that was cited in another source, name the original source in your signal phrase. List the secondary source in your reference list and include the secondary source in the parentheses.
  - e.g. Johnson argued that…(as cited in Smith, 2003, p. 102).

Multiple Citations

- When your in-text citation includes two or more works, order them alphabetically, separated by a semi-colon.
  - e.g. (Berndt, 2002; Harlow, 1983)
Reference List

- Separate page labeled "References," double-spaced, same margins as rest of paper.
- Indent the second and subsequent lines of citations by 0.5 inches to create a hanging indent.
- The word or phrase you use in your in-text citations must be the first thing that appears on the left-hand margin of the corresponding entry in the Reference list.

General:

Author Names

- Reference list entries should be alphabetized by the last name of the first author of each work.
- Authors’ names are inverted (last name, first initial)
  - e.g. Draper, D.
  - Use ‘&’ for 2 authors: Halpert, J. & Beesly, P.
- List all authors of a particular work for up to and including seven authors. If the work has more than seven authors, list the first six authors and then use ellipses (...) after the sixth author’s name. After the ellipses, list the last author’s name of the work.
  - e.g. Halpert J., Beesly, P., Hudson S., Scott, M., Howard, R., Kapoor, K., … Schrute, D.

Capitalization and Punctuation

- Capitalize only the first word of a title and subtitle and proper nouns (books, chapters, articles, web pages)
  - e.g. Toward effective poster presentations: An annotated bibliography
- Italicize titles of longer works such as books and journals.
- Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.

Work with no known author

- Alphabetize works with no known author by their title; use a shortened version of the title in the parenthetical citations in your paper.

More than one work by an author

- Use the author’s name for all entries and list the entries by the year (earliest comes first).
  - e.g. 1st: Berndt, T. J. (1981).

Citation Examples:

Scholarly Article from database


Article from online periodical

- Online scholarly journal articles without a DOI require the URL of the journal home page.

Book

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

A Page on a Website / Web document

- List as much of the following information as possible (you sometimes have to hunt around to find the information).

Newspaper Article


Adapted from: owl.english.purdue.edu, plagiarism.org, apastyle.org