

Quick Guide to APA References & Citations (APA 7th Ed.)

Revised January 2022

Contents

General Guidelines for APA References	1
Journal, Magazine, and Newspaper Articles	2
Books and eBooks	4
Dictionaries and Encyclopedias	4
Websites and Webpages	5
Government or Organization Reports	6
Audio, Video, and Interview Sources	6
In-Text Citations	8

General Guidelines for APA References

Spacing

- Start the references list on a new page at the end of your paper with the heading **References** centered at the top of the page in bold font.
- The reference list should be double-spaced throughout.
- Begin *each entry* flush with the left margin and indent subsequent line(s) ½ inch. This is called a hanging indent.

Authors

- All references cited in your paper must be listed alphabetically by the first author's last name in the references list. If the author is unknown, alphabetize by the title.
 - First names and middle names of authors are abbreviated to only the first and middle initials.
 - If there are two authors or more (up to 20 authors), list each author followed by a comma. Place an ampersand symbol (&) before the very last author. For example: Keller, T. E., Cusick, G. R., & Courtney, M. E.
 - If there are 21 or more authors, list the first 19 authors followed by three dots (...) and the final author name. Do not list more than 20 authors total.

Publication Dates

- Include the date of publication. For journal articles and books, this is often the year. Include a more specific date when it is given. For example, an article from a monthly magazine might have a publication date of (2012, March) or an article from a daily newspaper or website might have a publication date of (2021, May 15).
- When no date is given, use the abbreviation n.d. in place of the date.

Titles

- When writing the title of books, chapters, articles, reports, or webpages, only the first word of a title, the first word of the subtitle, and proper nouns are capitalized. However, all major words in the names of academic journals are capitalized.
- If a title ends in a question mark or exclamation point, do not add a period at the end of the title. The question mark or exclamation point takes the place of the period in the citation.

DOI (Digital Object Identifier) Links

- Most *scholarly* publishers assign a unique DOI code to each journal article. It is often listed somewhere on the first page of the article. Each DOI link goes to that article's page on the publisher's website. DOI links always show the most up-to-date version of that article.
- Any time an article or book in your references list has a DOI code, include that DOI as a link at the end of the reference. Do **not** put a period at the end of the DOI. Do not include any other URL.
- All DOI links start the same way: <https://doi.org/>. To create a DOI link, add the DOI code for your article. For example, if an article has the DOI: 10.1172/JCI0215217, the DOI link in the citation would be <https://doi.org/10.1172/JCI0215217>
- Do not put a period at the end of *any* links.
- Looking for a DOI? Copy and paste a reference into the [CrossRef Simple Text Query](https://doi.crossref.org/simpleTextQuery) to find it's DOI. Go to: <https://doi.crossref.org/simpleTextQuery>.

Database Names and Database Links

- According to APA style do *not* include common library database names or links to content retrieved from library databases in references.
- However, if your instructor asks for you to include library database names or links to content in library databases, follow the directions of your instructor.

Journal, Magazine, and Newspaper Articles

Journal Articles

Which Numbers Go Where?

In journal article references, the *Name of the Journal* is followed by a comma, the journal's *volume number*, the journal's (issue number), a comma, and the starting page number and ending page number of the article.

Journal Article with DOI

Simmons, W.P., Boynton, J., & Landman, T. (2021). Facilitated Communication, Neurodiversity, and

Human Rights. *Human Rights Quarterly*, 43(1), 138-167. <https://doi.org/10.1353/hrq.2021.0005>

Journal Article without DOI – from a library database or print (paper) journal

Francis-Smythe, J., & Robertson, I. (1999). Time-related individual differences. *Time & Society*, 8(2), 273-292.

Journal Article without DOI – from the journal website, publisher website, etc., but not from a library database

Fuegen, K. & Endicott, N. F. (2010). Evidence of shifting standards in judgments of male and female parents' job-related ability. *Current Research in Social Psychology*, 15(5), 53-61.

http://www.uiowa.edu/~grpproc/crisp/crisp15_5.pdf

Magazine Articles

Magazine Article – from a library database or print (paper) magazine

Raloff, J. (2001, May 12). Lead therapy won't help most kids. *Science News*, 159, 292.

Magazine Article – from a magazine website, not a library database

Harder, B. (2002, November 9). Wildfire below: Smoldering peat disgorges huge volumes of carbon.

Science News Online, 162 (19). <http://www.sciencenews.org/20021109/fob1.asp>

Newspaper Articles and Online News Articles

Newspaper Article – from the newspaper website/online version of a newspaper

McHugh, P. (2005, March 17). Feeling down? It might help if you just take it outside. *San Francisco*

Chronicle. <https://www.sfgate.com/sports/article/Feeling-down-It-might-help-if-you-just-take-it-2691789.php>

Online Article from a News Website (e.g., CNN.com, Bloomberg, Reuters, etc.) – cite as a webpage

Hardach, S. (2021, September 13). *The little-known virus that surged in children this year*. BBC.

<https://www.bbc.com/future/article/20210913-the-little-known-virus-that-surged-in-children-this-summer>

Newspaper Article – from a library database or print (paper) newspaper

Anderson, D. (2002, September 13). A new day dawns: Chronic wasting disease. *The Minneapolis*

Star Tribune, 2S.

Non-article Content from a Journal, Magazine, or Newspaper

Editorial

Hawn, M. T. (2010, June 23/30). Surgical care improvement: Should performance measures have performance measures [Editorial]. *Journal of the American Medical Association*, 303(24), 2527-2528. <http://jama.ama-assn.org/>

Letter to the Editor

Baker, B. (2010, June 23/30). King Tutankhamun's family and demise [Letter to the editor]. *Journal of the American Medical Association*, 303(23), 2471-2471. <http://jama.ama-assn.org/>

Books and eBooks

Authored Book without DOI – from a library database or print (paper) book

Gates, J.M. (1999). *Consider the Earth: Environmental activities for grades 4-8* (2nd ed). Libraries Unlimited.

Edited Book without DOI -- from a library database or print (paper) book

Ehrenreich, B., & Ehrenreich, J. (Eds.). (1971). *The American health empire: Power, profits, and politics*. Vintage.

Chapter in an Edited Book without DOI – from a library database or print (paper) book

Mencken, H. L. (1965). The national letters. In H. Cairns (Ed.), *The American scene: A reader* (pp. 55-109). Alfred A. Knopf Inc.

Dictionaries and Encyclopedias

Note: when citing an online dictionary or encyclopedia that is continuously updated (Merriam-Webster, etc.), use n.d. for the publication date and include a retrieval date.

Dictionary or Encyclopedia – when citing the entire work

Emery, R.E. (2013). *Cultural Sociology of Divorce: An encyclopedia*. Sage Publications.

Entry by a Group Author – from an online dictionary or encyclopedia, not a library database

Merriam-Webster. (n.d.). Empathy. In *Merriam-Webster.com dictionary*. Retrieved September 14, 2021, from <https://www.merriam-webster.com/dictionary/empathy>

Entry by a Group Author – from a dictionary or encyclopedia in print (paper) or in a library database

Oxford University Press. (2002). Filovirus. In *The Oxford American College Dictionary* (p. 500).

Entry by Individually Named Author(s) – from an online dictionary or encyclopedia, not a library database

Puka, B. (n.d.). The golden rule. In J. Fieser & B. Dowden (Eds.), *Internet Encyclopedia of Philosophy*. Retrieved October 29, 2021, from <https://iep.utm.edu/goldrule>

Entry by Individually Named Author(s) – from a dictionary or encyclopedia in print (paper) or in a library database

Singleton, R.S., & Conrad, J.A. (2000). Celluloid. In J.W. Healy (Ed.), *Filmmaker's Dictionary* (2nd ed.). Lone Eagle Publishing Company.

Websites and Webpages

Entire Website

If you refer to an entire website, you do not need to include an entry for it in your reference list, but you must identify the source (web address URL) clearly in the text of your paper.

For example:

The Sea Turtle Restoration Project homepage presents a wealth of compelling, well-researched information on the struggle to save the world's sea turtles from extinction (<http://www.seaturtles.org>).

Specific Page Within a Website

When citing a specific page on a website, you need to include an entry for it in your reference list.

Note: There is no period after the URL at the end of a citation.

Sea Turtle Restoration Project. (2010). Threats to sea turtles. <http://seaturtles.org/section.php?id=104>

Government or Organization Reports

Group Author of a Government or Organization Report

National Heart, Lung, and Blood Institute. (2003). *Managing asthma: A guide for schools* (NIH Publication No. 02-2650). U.S. Department of Health and Human Services, National Institutes of Health. http://www.nhlbi.nih.gov/health/prof/lung/asthma/asth_sch.pdf

Individually Named Author(s) of a Government or Organization Report

Guthrie, J. & Lin, B.-H. (2021). Food consumption and nutrient intakes data product shines a light on U.S. diets. <https://www.ers.usda.gov/amber-waves/2021/september/food-consumption-and-nutrient-intakes-data-product-shines-a-light-on-us-diets/>

Code of Ethics of an Organization

American Nurses Association. (2015). *Code of ethics for nurses with interpretive statements*. <https://www.nursingworld.org/coe-view-only>

Audio, Video, and Interview Sources

Television

Television Series (as a whole)

Simon, D., Colesberry, R.F., & Kostroff Noble, N. (Executive Producers). (2002-2008). *The wire* [TV series]. Blown Deadline Productions; HBO.

Television Broadcast (single episode)

Note: Author credit for the episode goes to the writer(s) and director—include the roles of each person after their name. After the title of the television series, list the production companies and then the distributor, each separated by semicolons.

Barris, K. (Writer & Director). (2017, January 11). Lemons (Season 3, Episode 12) [TV series episode]. In K. Barris, J. Groff, A. Anderson, E.B. Dobbins, L. Fishburne, & H. Sugland (Executive Producers), *Black-ish*. Wilmore Films; Artists First; Cinema Gypsy Productions; ABC Studios.

Podcasts

Podcast Series (as a whole)

Note: For podcasts, the host is considered the “author” and the production company is considered the “publisher.” Include the web address if you accessed the episode on a web browser rather than an app.

Demby, G. & Meraji, S.M. (Hosts). (2016–present). *Code Switch* [Audio podcast]. NPR.

<https://www.npr.org/podcasts/510312/codeswitch>

Podcast Episode

Note: For podcast episodes, the host is considered the “author” and the production company is considered the “publisher.” If known, include the episode number in parentheses after the title. Include the web address if you accessed the episode on a web browser rather than an app.

deGrasse Tyson, N. (Host). (2014, August 31). Cosmic queries: General astrophysics 101 (Season 5, Episode 33) [Audio podcast episode]. In *StarTalk radio*. Curved Light Productions.

<https://www.startalkradio.net/show/cosmic-queries-general-astrophysics-101/>

Images

Image – from a library database

Note: Put the name of the library database at the end of the citation.

Douglas, A. (ca. 1925). *Bravado* [Woodcut]. Artstor.

Image – in a museum or on a museum website

Kazumi, A. (1965). Self-figure [woodblock print; ink and color on embossed paper]. Minneapolis Institute of Art, Minneapolis, MN, United States. <https://new.artsmia.org/exhibition/amano-kazumi-prints-from-the-kimm-grufferman-collection>

Image – from a non-museum website

McCurry, S. (1985). *Afghan girl* [photograph]. National Geographic.

<https://www.nationalgeographic.com/news/2017/12/afghan-girl-home-afghanistan/>

Image – from a printed source (e.g., a book, etc.)

Rousseau, H. (1896). *The ship in the storm* [Painting]. In Morris, F., Green, C., Ireson, N., & Freches-

Thory, C. (Eds.), *Henri Rousseau: Jungles in Paris* (p. 130). Abrams.

Personal Interviews, Lectures, Emails, etc.

Note: Personal (unpublished) interviews, unrecorded classroom lectures, emails, text messages, and similar unpublished information are considered *personal communications*. Because the reader cannot retrieve personal communications, they do **not** appear in the list of references. You must still cite the personal communication in the text of your paper. Include the name of the communicator and the date of the communication.

Example in-text citation for personal communication:

(J. Smith, personal communication, August 15, 2006)

In-Text Citations

In addition to the entries in your References list at the end of your paper, you must include citations in the text of your paper. These in-text citations are shorter versions of the citations that appear on your References list. You use them to give credit to the people whose ideas and research you are using in your paper. In-text citations tell readers where to look on your References list for the full citation information.

What to Include in an In-Text Citation

What you include in an in-text citation depends on if you are paraphrasing – putting ideas taken from the work of others into your own words – or if you are exactly quoting the words of others.

In-Text Citations for Paraphrases

Paraphrasing is usually the best way to incorporate the ideas of others into your paper. When paraphrasing, the in-text citation includes two elements:

- author last name
- publication year

for example:
(Ainsworth, 1969)

In-Text Citations for Quotations “ ”

When you quote the exact words of someone else, the in-text citation must include three elements:

- author last name
- publication year
- enough information for the reader to locate the quote in the original work (usually a page number)

for example:
(Ainsworth, 1969, p. 313)

If the quote spans multiple pages in the original work, include the start and end page numbers and use pp. instead of p. For example, (Ainsworth, 1969, pp. 312-313).

If there are no page numbers in the original work, use other ways to help the reader find the quote in the original work. You can provide a section name and/or paragraph number; for example, (Ainsworth, 1971, Patterns of Attachment section, para. 3).

Where to Put In-Text Citations in a Sentence

There are two ways to incorporate in-text citations into your sentences—the **parenthetical format** and the **narrative format**.

You may use both the narrative and parenthetical formats in your writing. For example, you might use parenthetical format for most of your in-text citations, and selectively use narrative format to call the reader’s attention to the names of authors whose work had a big influence on your thinking or made important contributions to the field of study.

Parenthetical Format (entire citation in parentheses at end of sentence)

In the parenthetical format, the entire in-text citation appears in parentheses at the end of the sentence *before* the period. Most in-text citations use this format.

Paraphrase Example of Parenthetical Format

Research in multiple countries suggests that political fact-checker sites combat the intake of disinformation (Hameleers, 2022).

Quotation Example of Parenthetical Format

Experts in political communication suggest “that we should be worried about misinformation’s impact on society” (Hameleers, 2022, p. 123).

Narrative Format (author last name is part of sentence)

In the narrative format, you integrate the citation information into the sentence by making the author’s last name part of the sentence. The publication year, in parentheses, immediately follows the name.

Paraphrase Example of Narrative Format

Hameleers (2022) found that political fact-checker sites combat the intake of disinformation.

For a quotation, you must include the page number (or other indicator of where to find the quoted text). When citing a quotation in the narrative format, there are two places the page number can appear in the sentence, depending on where you choose to put the author’s name in relation to the quotation.

Quotation Examples of Narrative Format

When the author’s name appears in the sentence *before* the quotation

If you put the author’s name *before* the quotation, put the page number at the end of the sentence in parentheses. Put the publication year, in parentheses, after the author’s name.

Hameleers (2022) notes, “As the honesty and veracity of information is at risk in today’s post-truth information settings...it is crucial to assess how misperceptions resulting from exposure to misinformation can be corrected” (p. 122).

When the author’s name appears in the sentence *after* the quotation

If you put the author’s name *after* the quotation, put the publication year and the page number in the same parentheses after the author’s name.

“As the honesty and veracity of information is at risk in today’s post-truth information settings...it is crucial to assess how misperceptions resulting from exposure to misinformation can be corrected” wrote Hameleers (2022, p. 122) in his study of American and Dutch fact-checking interventions.

More Examples of In-Text Citations

Two Authors

In *parenthetical* in-text citations, list both author last names separated by an ampersand (the & symbol). In *narrative* in-text citations, use the word “and” instead of the & symbol since the author names are part of the sentence.

Parenthetical: Most dairy consumption by children comes from school meals (Guthrie & Lin, 2021).

Narrative: Guthrie and Lin (2021) found that most dairy consumption by children comes from school meals.

Three Or More Authors

If the source has three or more authors, include the last name of the *first* author and the words “et al.,” which is abbreviation for the Latin phrase meaning “and others.” The words “et al.” appear in both the parenthetical and narrative citations.

Parenthetical: Research shows that students with high current events knowledge tend to possess high news media literacy (Ashley et al., 2017).

Narrative: As Ashley et al. (2017) note, “media education has long been associated with pro-social goals related to civic and political engagement” (p. 82).

Group Author

If no individual authors are credited and the source only credits a group—like a company, nonprofit organization, or government agency—as the author, use the group name as the author in both the References list and the in-text citation.

Parenthetical: The ethical standards for nurses emphasize the human dignity of all patients (American Nurses Association, 2015).

Narrative: The ethical standards for nurses set by the American Nurses Association (2015) emphasize the human dignity of all patients.

No Author

If the source has no author, begin the References list entry with the title of the source instead. Since the References list entry begins with the title, the title also appears in the in-text citation for the source.

If the title appears in the References list in *italics*—for example, if it is a book title—the title should also be italicized in the in-text citation. If the title is not italicized in the References list—for example, if it is a magazine article—put quotation marks around the title in the in-text citation. If the title is long, put a shortened version of the title in the in-text citation.

If Title Is Italicized in References List, Keep Title Italicized: The trials of Gawain can be put in the context of chivalry codes in Arthurian times (*Sir Gawain and the Green Knight*, 1912).

If Title is NOT Italicized in References List, Put Title in Quotation Marks: Unlike most rabbits and hares, artic hares travel long distances to find food (“Artic Hares Are Epic Hoppers,” 2022).

No Date

If there is no date in the original source, use the abbreviation n.d. in both the References list entry and the in-text citation.

Parenthetical: Empathy is commonly defined as experiencing the feelings of others without having those feelings explicitly communicated (Merriam-Webster, n.d.).

Narrative: Merriam-Webster (n.d.) defines empathy as experiencing the feelings of others without having those feelings explicitly communicated.

No Page Numbers

When you quote a source directly, you usually provide the page number of the quote. If there are no page numbers in the original work, use other ways to help the reader find the quote. You can provide a section name, a paragraph number, or a combination of both. For paragraphs, use the abbreviation para.

Parenthetical: Experts in political communication suggest “that we should be worried about misinformation’s impact on society” (Hameleers, 2022, Discussion section, para. 4).

Narrative: As Gill (2022) puts it, the Westchester Avenue train station is “cloaked in ivy that is either glorious or spooky, depending on the time of year and quantity of leaves” (para. 14).

Multiple Pages

If the quote spans multiple pages in the original work—for example, starting at the bottom of one page and continuing to the top of the next page—use “pp.” (instead of “p.”) followed by the start page, a dash, and the end page.

Narrative: Hunt et al. (2021) measured how well squirrels jumped by defining “landing error as the height discrepancy between the landing perch and a squirrel’s extrapolated center of mass... standardized by the squirrel’s body length” (pp. 698-699).

Citing Multiple Works in the Same Sentence

You can cite multiple works at the same time using the parenthetical format for paraphrasing. This is particularly handy for showing the reader that multiple sources all came to the same conclusion. To cite multiple works in the same parentheses, separate each citation with a semicolon. Arrange the citations in alphabetical order by the last name of the first author (the same order as the References list).

Parenthetical: Some erroneous beliefs, once established, are resistant to correction by fact-checkers (Hameleers & Van der Meer, 2019; Nyhan & Reifler, 2010; Wood & Porter, 2018).

Need Help?

Have a question about APA style? Stop by the Normandale Library to consult with a librarian, or connect with a librarian online through our 24/7 chat service: <https://normandale.edu/library>.