

# **APA Citation Style Guide 7<sup>th</sup> edition**



Prepared by Tallahassee Community College Libraries and  
Learning Commons

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## APA CITATION STYLE INTRODUCTION

The American Psychological Association (APA) citation style is easy to recognize. It abbreviates the first and middle names of the authors and displays the date of publication immediately after the author's name. The word References is centered at the top of the page. This References list at the end of your paper or project includes an alphabetical list of all of the sources that you used for your assignment. Each entry in the References list must have a corresponding in-text citation within the body of your paper or project.

All reference entries are double-spaced and arranged alphabetically by the last name of the first author of each work (*alphabetical order*). The first line of each reference source should be aligned with the left margin. The following lines are indented one-half inch from the left margin.

An APA style student paper also includes a Title page at the beginning of the paper (see page 4 for details). The words **Running Head** along with the header *are no longer required* in the upper left corner for the title page of student papers in APA Style 7<sup>th</sup> ed., but follow the instructions of your professor. The body of the paper no longer requires a header in the upper left either, but APA style requires section headers. Again, check with your professors for their preference.

The following pages include commonly used reference APA citation examples and are based on the 7<sup>th</sup> ed. *Publication Manual of the American Psychological Association*. If you cannot find an example that applies to your source, follow the most appropriate example for the type of document or media you are citing. For further examples, please refer to the Official Style Guide in the TCC Libraries. (BF 76.7 .P83 2020)

## ACADEMIC WRITING

Academic writing calls for professionalism in terms of tone, research, referencing sources, and descriptive language.

- Use credible sources for research. Cite all borrowed material appropriately. See section on in-text citations for more information.
- Use a formal tone. For example, you should write out contractions (e.g. “they are” instead of “they’re”) and avoid using slang or informal words.
- Use inclusive language for gender identity. If the gender preference of someone is unknown, APA 7 encourages the use of “they” or “their” in the singular third person. Please check with your instructors, however. Always follow your instructors’ preferences in this matter.
- Use descriptive phrases instead of adjectives as nouns when describing groups of people. For example, use “people in poverty” instead of “the poor.”
- Use inclusive language when describing medical conditions. For example, use “people with autism” instead of “autistic people.”

## PAGE FORMATTING

### TITLE PAGE

1

**Title of Paper**

Student Name

Division, Name of College

Course Code: Course Title

Instructor Name

Date in “Month day, year” format

- Center content of title page, double-space
- Paper title should be in bold font, about 4-5 lines from top of page
- Add extra space between title and rest of title page content.
- Page numbering begins on title page in upper right corner.
- For title page and body of paper—margins are 1” (top, bottom, & sides)
- ‘Left-justify’ margins for body of paper
- Indentions are 5 spaces from left margin for body of paper
- Do not divide [hyphenate] words at end of line
- APA 7<sup>th</sup> edition recommends either a sans serif font such as 11-point Calibri, 11-point Arial, or 10-point Lucida Sans Unicode or a serif font such as 12-point Times New Roman, 11-point Georgia, or normal (10-point) Computer Modern

### REFERENCES PAGE

8

References

Begin references list on a page by itself at the end of your document.

Center the word “References” at the top of the page. Do not bold or underline it.

Double-space all entries. Do not leave a blank line between entries.

The first line of each reference is flush with the left margin and subsequent lines are indented five spaces. This is called a “hanging indent.”

All sources should be in alphabetical order, starting with the author’s last name.

Begin with the book or article title if no author.

Leave one space after a period.

No punctuation after a web address [URL] or

DOI

See page 6 of this guide for a sample

References page.

## REFERENCES PAGE CHECKLIST

### AUTHOR(S):

- ✓ Use the last name (comma) followed by only the initials of the first and middle names
- ✓ List names of all authors up to and including 20 authors
- ✓ Omit titles (Mr., Ms., Dr.), affiliations and degrees
- ✓ Use commas to separate names and initials and use the ampersand (&) before the last author (unless there are more than 20 authors)
- ✓ Insert one space between initials in names (R. W. Wise)
- ✓ Insert one space after a comma and period with author names
- ✓ If there are 20 or more authors, name the first 19 authors and insert 3 ellipses (. . .), and add last author's name
- ✓ If different authors have the same last name, arrange the names alphabetically by the first initial: Mueller, E. C. before Mueller, M. L.
- ✓ Two or more works with the same author are listed alphabetically by the article's title
- ✓ If there is no author, begin with the title. If it begins with A or An or The, use the next word in the title when alphabetizing in the References list

### DATE:

- ✓ Use n.d. if no date of publication is given. E.g. Smith, J. A. (n.d.)
- ✓ If multiple dates are listed, use the most recent date
- ✓ When multiple references have an identical author (or authors) and publication year, include a lowercase letter after the year

### TITLES:

- ✓ Italicize book titles using the italics button in your word processor. Do not italicize article titles.
- ✓ Capitalize only the first word and any proper nouns in the title of a book or article
- ✓ If there is a subtitle, indicated by a colon (:), then capitalize the first word of the subtitle
- ✓ Insert one space after a comma, colon, and period

### PUBLICATION INFORMATION:

- ✓ Name of publisher should be in a brief form; omit terms such as Inc. and Co. but keep the word Press (e.g. McGraw-Hill, or Urbana: University of Illinois Press)
- ✓ Retrieval date is only needed for electronic sources that will change over time. For these add the words, Retrieved from, before the retrieval date. Also check with your professors to see if they would like you to include retrieval dates.
- ✓ It is ok to leave hyperlinking for URLs (blue and underlined text)

## SAMPLE REFERENCES PAGE

### References

Callaghan, M. (2014, May 2). *Legion testifies on VA over-medication issue.*

<http://www.legion.org/veteransbenefits/221942/legion-testifies-va-over-medication-issue>

DiMauro, J. (2014). Exposure therapy for posttraumatic stress disorder: A meta-analysis.

*Military Psychology*, 26(2), 120-130. <https://doi.org/10.1037/mil0000038>

Finley, E.P. (2011). *Fields of combat: Understanding PTSD among veterans of Iraq and Afghanistan.* Cornell University Press.

Forsythe, C. (2011, September 25). A veteran living with PTSD on losing control. *Off the Base.*

<https://offthebase.wordpress.com/2011/09/25/a-veteran-living-with-ptsd-on-losing-control/>

Philipps, D. (2015, September 19). In unit stalked by suicide, veterans try to save one another.

*The New York Times.* [http://www.nytimes.com/2015/09/20/us/marine-battalion-veterans-scarred-by-suicides-turn-to-one-another-for-help.html?\\_r=0](http://www.nytimes.com/2015/09/20/us/marine-battalion-veterans-scarred-by-suicides-turn-to-one-another-for-help.html?_r=0)

Vermont PBS. (2012, November 1). *PTSD: Emerging science* [Video file].

<https://www.youtube.com/watch?v=EI0Ib9Ffwgw>

Waugh, R.R. (Director). (2015). *That which I love destroys me* [Film]. Cadre Filmworks.

## LIBRARY DATABASE CITATIONS

Preformatted reference citations are provided by most library databases for each article. *Where can you find these preformatted citations in our TCC Library databases?*

 <p>The image shows a vertical 'Tools' menu with various options. The 'Cite' option, represented by a document icon, is circled in red. Other options include 'Add to folder', 'Print', 'E-mail', 'Save', 'Export', 'Create Note', 'Permalink', 'Share', 'Listen', and 'Translate'.</p>	<ul style="list-style-type: none"> <li>• Look for the “<i>Tools</i>” menu and then look for a button or link that says ‘<b>Cite</b>’ or ‘<b>Citation tools</b>.’ Make sure to select the APA style format for your citation.</li> <li>• While these citations usually contain the information you need, <b>it’s important to check formatting</b>, (like italics, punctuation, and capitalization). <b>Note-</b> some databases may still be using the 6<sup>th</sup> edition of APA style. If so, you may need to make a few changes to these citations for the 7<sup>th</sup> edition.</li> <li>• Use this citation guide and the official APA Publication to check for accuracy because preformatted citations are <u>not</u> always correct. The same is true if you are using a citation generator like Citation Machine, Easy Bib, etc. and the insert citation function in MS Word.</li> </ul>
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## DOIs (DIGITAL OBJECT IDENTIFIERS)

The **Digital Object Identifier** (or DOI) is an element of an APA formatted citation for some electronic journal articles, papers, and books.

The DOI is like an Internet address linking back to the publisher of the item. If there is a DOI available you should add it to the end of your citation, with the prefix: <https://doi.org/> in front of it.

For most TCC library database articles you do not need to include the database name in addition to the DOI, but there are a few databases with unique material only found in that database such as some of the material in ERIC. If there is no DOI for these works, include the URL of the work or the URL of the login page to the database. If you are not sure if you should include the database name, ask a TCC Librarian or Learning Commons Writing Specialist.

Some professors may want you to include the TCC Library database name too, along with a retrieval date, so always check with them first!

If the journal article came from the Web and has no DOI, include the Internet address (URL) of the article (See page 9 examples).

## Journals

### JOURNAL ARTICLE FROM LIBRARY DATABASE BASIC FORMAT WITH DOI

Author's Last name, First Initial. Second Initial if Given. (Year). Title of the Article: Subtitle if given. *Name of the Journal*, volume(issue), first page number-last page number.

<https://doi.org/doi number>

### Journal Article from Library Database with DOI – One Author

Dinan, T. (2017). Analysis: Projected increases in hurricane damage in the United States: The role of climate change and coastal development. *Ecological Economics*, 138, 186–198.

<https://doi.org/10.1016/j.ecolecon.2017.03.034>

### Journal Articles from Library Database with DOI - Two to Twenty authors

Katz, S. J., Erkinen, M., Lindgren, B., & Hatsukami, D. (2019). Beliefs about e-cigarettes: A focus group study with college students. *American Journal of Health Behavior*, 43(1),

76–87. <https://doi.org/10.5993/AJHB.43.1.7>

### Journal Article from Library Database with DOI- More than twenty authors

**Note:** List first nineteen authors' names, and then enter ellipses...followed by the last author's name listed. Separate the authors' names by putting a comma between them.

Stolz, D., Barandun, J., Borer, H., Bridevaux, P.-O., Brun, P., Brutsche, M., Clarenbach, C., Eich, C., Fiechter, R., Frey, H., Geiser, T., Grob, M., Helfenstein, E., Junker, L., Kohler, M., Latshang, T., Lechmann, A., Maurer, M., Nicod, L. . . . Tamm, M. (2018). Diagnosis, prevention, and treatment of stable COD: The Swiss recommendations 2018. *Respiration*, 96(4), 382-398. <https://doi.org/10.1159/000490551>

### BASIC FORMAT WITH NO DOI

Same format as above, but end the reference with page numbers.

### Electronic Journal Article from website

“If you are using the online version of an article and that version does not include the volume and page numbers of the article, you do not need to look them up elsewhere to include them in the reference” (Stefanie Lazer, APA Style expert).

“Use the date on the version of the article you used. That is, if you used the web version, use the web version's date” (Stefanie Lazer, APA Style expert).

If there is no DOI assigned, give the URL of the article.

Waring, G. & Levy, D. (2009). Challenging adverse reactions in children with food allergies.

*Pediatric Nursing*, 22, 16-22. <http://paediatricnursing.rcnpublishing.co.uk/>

### Print Journal

Same format as above. “Only include DOI if it is listed. If not, end the reference with page numbers. If you used the print version, use the print version's date” (Stefanie Lazer, APA Style expert).

## MAGAZINES & NEWSPAPERS

### BASIC FORMAT MAGAZINE ARTICLE OR NEWSPAPER ARTICLE FROM LIBRARY DATABASE

Author's Last Name, First Initial. Second Initial if Given. (Year). Title of the Article: Subtitle if any. *Name of the Magazine or Newspaper*, volume(issue), first page number-last page number. DOI if available.

### Magazine Article from Library Database

Abramsky, S. (2012, May 14). The other America 2012. *Nation*, 294(20), 11-18.

### Magazine or Newspaper Article from Website

*\*Note\* news and magazine articles on websites use italic source, but stories on news websites use italic title.*

“If there is no DOI but a direct URL to the article is available you can include it. A URL for the home page of the magazine or newspaper is fine if a direct URL is not available, will not resolve for the reader, or is unwieldy” (Stefanie Lazer, APA Style expert).

## Newspaper Article from Website

Vassolo, M. (2020, May 15). Rent assistance available in Miami Beach, as food drives ramp up during COVID crisis. *Miami Herald*. <https://www.miamiherald.com/news/local/community/miami-dade/miami-beach/article242740811.html>

## Magazine or Newspaper Article [Print]

Same format as on a website, but no URL. A reference for the print version of an article ends with the page numbers if no DOI is available. (Stefanie Lazer, APA Style expert).

# WEBSITES

Creating citations from general Internet sources can be tricky because they all do not follow the same formatting standards. Generally, include author, date, title, and source

- ✓ If no author or organization is available, start with the article title before the date
- ✓ If a work includes a last updated date, use this date in the reference. However, do not use a last reviewed date, because a review does not indicate that content has changed.
- ✓ Do not use the copyright year from a website footer (bottom of the page) as the year in the reference for a specific page on the site.
- ✓ Use n.d. (no date) when a publication date is not available
- ✓ Write the title of the webpage or website in italic sentence case, followed by a period and a space
- ✓ Include the website name unless it is the same as your author(s).
- ✓ For a webpage/document with individual authors, write the site name in title case without italics. Then provide the URL of the page.
- ✓ If you are generally referring to an entire website in your document, you only need to include the name of the website and the URL in the body of the text and not on the References page, but check with your professors to see if they would like a References list entry.
- ✓ Include a retrieval date with the words, Retrieved from, only with material that is expected to change over time (e.g. a wiki)
- ✓ Break a URL that goes to another line after a slash or before a period
- ✓ It is ok to keep the hyperlinking (blue and underlined) but check with your professors
- ✓ Entire website links are allowed in APA style and also URL Shorteners

## WEBPAGE/DOCUMENT WITH INDIVIDUAL AUTHOR(S) BASIC FORMAT

Author's Last Name, First Initial. Second Initial if Given. (Date Published or Last Revision).

*Title of webpage or document.* Site name. URL

### News Article from Webpage with Individual Author(s)

Guy, J. (2018, December 13). *Neanderthal genes could explain the shape of our skulls, study finds*. CNN. <https://www.cnn.com/2018/12/13/health/neanderthal-skull-genes-scli-intl/index.html>

### Webpage/Document with Organization or Corporate Author

**Note-** if the author name is the same as the site name, you do not have to list the site name again.

Florida State University. (2018, December 5). *Mendoza-Cortes introduces new course on machine learning & quantum computing*. <https://eng.famu.fsu.edu/news/mendoza-cortes-machine-learning-course>

### Article from Occupational Outlook Handbook government website

“In seventh edition APA Style, instead of stacking all the layers of governmental organizations in the author element of a reference, the more specific office or agency is identified in the author element, and the parent organization is named in the publisher element of the reference” (Stefanie Lazer, APA Style expert).

For the Occupational Outlook Handbook, use the last modified date at the bottom of page (below the article) for publication date.

Bureau of Labor Statistics. (2020, April 10). Registered nurses. In *Occupational outlook handbook*. U.S. Department of Labor. Retrieved June 5, 2020, from <https://www.bls.gov/ooh/healthcare/registered-nurses.htm>

### Blog Post

Forsythe, C. (2011, September 25). A veteran living with PTSD on losing control. *Off the Base*. <https://offthebase.wordpress.com/2011/09/25/a-veteran-living-with-ptsd-on-losing-control/>

## Website Article without Author or date

If you cannot find an individual, group, or organization author for the work, move the title of the work to the beginning of the reference and follow with the date of publication (these cases are pretty rare). If there is no date, use n.d.

## General Mentions of Websites

To source a general website (with no mention of specific information or articles), place the URL of the website in parentheses. Do not include this website on the reference list unless your instructor requests it.

The NASA website is a useful source for information on current space missions (<http://www.nasa.gov>).

# BOOKS

## BOOK BASIC FORMAT

Author's Last Name, First Initial. Second Initial if Given. (Copyright Year). *Title of the book:*

*Subtitle if given* (edition if given and is not first edition). Publisher. DOI or URL if available.

## Book- One Author

Jones, E. (1953). *The Life and work of Sigmund Freud*. Basic Books.

See page 8 examples for two to seven authors and more than seven authors.

## BOOK WITH EDITORS(S)

### For single editor:

Editor Last Name, First Name Initial. Second Initial if given (Ed.) (Copyright Year). *Title of the*

*Book: Subtitle of book*. Publisher. DOI or URL if available.

Soyer, D. (Ed.) (2005). *A coat of many colors: Immigration, globalization, and reform in New*

*York City's garment industry*. Fordham Univ. Press. <https://doi.org/10.2307/j.ctt13x022k>

**For multiple editors write:** Eds.

### Chapter in an edited book

Damasio, A. (2011). Thinking about brain and consciousness. In S. Dehaene (Ed.),

*Characterizing consciousness: From cognition to the clinic?* (pp. 47-54). Springer.

[https://doi.org/10.1007/978-3-642-18015-6\\_3](https://doi.org/10.1007/978-3-642-18015-6_3)

### Textbook

Wade, L. G., & Simek, J.W. (2016). *Organic chemistry* (2<sup>nd</sup> ed.). Pearson.

### E-Book from Website

From Purdue OWL, "It is not necessary to note that you have used an eBook or audiobook when the content is the same as a physical book. However, you should distinguish between the eBook or audiobook and the print version if the content is different or abridged, or if you would like to cite the narrator of an audiobook."

Martin, R.A., & Ford, T.E. (2018). *The psychology of humor: An integrative approach*.

[https://www.amazon.com/Psychology-Humor-Integrative-Approach-ebook-dp-](https://www.amazon.com/Psychology-Humor-Integrative-Approach-ebook-dp-B005XJ4MC0/dp/B005XJ4MC0/ref=mt_kindle?_encoding=UTF8&me=&qid=)

[B005XJ4MC0/dp/B005XJ4MC0/ref=mt\\_kindle?\\_encoding=UTF8&me=&qid=](https://www.amazon.com/Psychology-Humor-Integrative-Approach-ebook-dp-B005XJ4MC0/dp/B005XJ4MC0/ref=mt_kindle?_encoding=UTF8&me=&qid=)

Note- If the eBook has been assigned a DOI, provide the DOI instead of the URL

## ENCYCLOPEDIAS & DICTIONARIES [Reference works]

### Online Encyclopedia entry from library database

Ford-Martin, P. A. (2015). Munchausen Syndrome. In J. L. Longe (Ed.), *The Gale Encyclopedia of Medicine* (5th ed., Vol. 5, pp. 3455-3457). Gale.

### Online Dictionary entry from website

Merriam-Webster (n.d.). Narcissism. In *Merriam-Webster.com dictionary*. Retrieved June 5, 2020, from <https://www.merriam-webster.com/dictionary/narcissim>

## VISUAL MEDIA

### MOTION PICTURE BASIC FORMAT

Credit the director as the author of the film.

Director, B.B. (Director). (Year of Publication). *Title of motion picture* [Film]. Studio.

**Example:** Coogler, R. (Director). (2018). *Black panther* [Film]. Walt Disney Studios.

**Parenthetical citation:** (Coogler, 2018).

If the director is unknown, give credit to someone in a similar role. The film format (DVD, streaming, etc.) is not necessary unless you need to specify the version used (special edition DVD with commentary, limited release educational DVD, etc.)

Fosha, D. (Guest Expert), & Levenson, H. (Host). (2017). *Accelerated experiential dynamic psychotherapy* [Film; educational DVD]. American Psychological Association.

<http://www.apa.org/pubs/videos/431.aspx>

**Parenthetical citation:** (Fosha & Levenson, 2017)

### TV Series

Put the executive producer (s) in the author position. For the date, include the date range during which the series aired. If the series is still airing, replace the second year with the word "present." After the title of the series and [TV series], include the production company. If there is more than one production company, separate the companies with a semi-colon.

Turtletaub, T., Saraf, P., Schwartz, S., Langhoff, S., & Saracho, T. (Executive Producers). (2018-present). *Vida* [TV series]. Big Beach; Chingona Productions.

**Parenthetical citation:** (Turtletaub et al., 2018-present)

**Episode in television series –** Put the writer(s) and director(s) in the author position. The executive producer (s) go in the editor position.

Benioff, D., & Weiss, D.B. (Writers), & Podeswa, J. (Director). (2017). The dragon and the wolf (Season 7, Episode 7) [TV series episode]. In D. Benioff (Executive Producer), *Game of thrones*. Home Box Office Studios.

**Parenthetical citation:** (Benioff et al., 2017)

### TED Talk

When the TED Talk comes from the TED website, use the speaker as the author.

Zomorodi, M. (2017, April). *How boredom can lead to your most brilliant ideas* [Video]. TED Conferences.

[https://www.ted.com/talks/manoush\\_zomorodi\\_how\\_boredom\\_can\\_lead\\_to\\_your\\_most\\_brilliant\\_ideas](https://www.ted.com/talks/manoush_zomorodi_how_boredom_can_lead_to_your_most_brilliant_ideas)

**Parenthetical citation:** (Zomorodi, 2017)

When the TED talk is on YouTube, list the owner of the YouTube account as the author (in this case, TED).

TED. (2017, Nov. 28). *Kevin Arms: How to fight fake news* [Video]. YouTube.

[https://youtu.be/3BAfs\\_oDevw](https://youtu.be/3BAfs_oDevw)

**Parenthetical citation:** (TED, 2017)

### Webinar

Use this format for a recorded, retrievable webinar. Please ask your instructors if they want you to provide both references and in-text citations for their lectures/webinars.

Al-Sultaiti, H., Abdel-Wahad, A., McDonnell, R., & Adham, S. (2019, November 13). *Water in a dry land: Can innovation drive water security?* [Webinar]. American Association for the Advancement of Science. <https://www.sciencemag.org/custom-publishing/webinars/water-dry-land-can-innovation-drive-water-security>

**Parenthetical citation:** (Al-Sultaiti et al., 2019)

### YouTube Video/Streaming Video

Credit the person/group who uploaded the video as the author. Use the person's full name if known, and put the screen name in brackets.

Neistat, C. [CaseyNeistat]. (2018, June 26). *How to get a boosted board on an airplane* [Video].

YouTube. <https://www.youtube.com/watch?v=U4b1S9U3mCw>

**Parenthetical citation:** (Neistat, 2018)

If the author's full name is unknown, use solely the screen name.

Dogs in the World. (2014, July 3). *Samoyed* [Video]. Vimeo. <https://vimeo.com/295581365>

**Parenthetical citation:** (Dogs in the World, 2014)

### **Movies from Library Databases**

Please format films from the library databases (Films on Demand, Kanopy, etc.) according to the above models. You do not need to include the name of the database. Please check with your instructors to see if they want the database name included, though.

## **AUDIO MEDIA**

### **ENTIRE MUSICAL ALBUM BASIC FORMAT**

To cite an entire album, put the name of the recording artist or group as the author followed by the date. It is not necessary to include the medium (CD, streaming, etc.) unless you want to cite a special edition. If you want to specify a special edition, put a semi-colon after the word "Album" and add descriptive wording. For more than one studio, separate studios with a semicolon.

Performer. (Date). *Title of album* [Album]. Studio.

**Example:** FKA Twigs. (2019). *Magdalene* [Album]. Electric Lady Studios; Sound Factory.

**Parenthetical Citation:** (FKA Twigs, 2019).

### **Classical Music Album**

For a classical music album, put the composer in the author position and use square brackets to specify who recorded/performed the work. Provide the date for the version you used, and also include the original date of publication at the end of the reference.

Bach, J. S. (2010). *The Brandenburg concertos* [Album recorded by Academy of St Martin in the Fields]. Decca. (Original work published in 1721).

**Parenthetical Citation:** (Bach, 1721/2010).

### Single Song/Track

Include the singer/performer in the author position. You do not need to include the URL of a song unless the song is only retrievable in one place, such as SoundCloud or the performer's website. If the song has no associated album, omit that part of the reference.

Beyoncé. (2016). Formation [Song]. On *Lemonade*. Parkwood; Columbia.

**Parenthetical Citation:** (Beyoncé, 2016).

### Podcast

Place the host of the podcast in the author position. If there are executive producers instead, list them as the authors. In square brackets, specify if the source is an audio or video podcast. Omit the URL if unknown.

Spiegel, A. (Host & Executive Producer). (2015-present). *Invisibilia* [Audio podcast]. NPR.

<https://www.npr.org/programs/invisibilia/>

**Parenthetical Citation:** (Spiegel, 2015-present)

### Podcast Episode

Include the number of the episode in parentheses (if podcast numbers episodes) after the name of the episode. Italicize the name of the podcast.

Glass, I. (Host). (2020, May 1). Prom (No. 186) [Audio podcast episode]. In *This American*

*life*. WBEZ Chicago. <https://www.thisamericanlife.org/186/prom>

**Parenthetical Citation:** (Glass, 2020)

### Speech Audio Recording

Use this format for a retrievable speech.

King, M. L., Jr. (1963, August 28). *I have a dream* [Speech audio recording]. American

Rhetoric. <https://www.americanrhetoric.com/speeches/mlkhaveadream.htm>

**Parenthetical Citation:** (King, 1963)

## SOCIAL MEDIA

In social media posts, include up to the first 20 words of the post, and note audiovisuals in square brackets after the post. If possible, replicate emoji. If you cannot replicate an emoji, name the emoji in square brackets.

### TWEET BASIC FORMAT

Author's Last Name, First Initial. Second Initial if Given. Or Group [@username]. (Date). *Title of post up to 20 words* [Tweet]. Twitter. URL.

#### Example:

Noah, T. [@Trevornoah]. (2018, May 20). *Are you implying Kate isn't classy? Not cool* [Tweet].  
Twitter. <https://twitter.com/Trevornoah/status/998179762823671808>

**Parenthetical Citation:** (Noah, 2018)

### FACEBOOK POST BASIC FORMAT

Author's Last Name, First Initial. Second Initial if Given. Or Group. (Date). *Content of the post up to 20 words* [Status update]. Facebook. URL

#### Example:

Gaiman, N. (2018, June 21). *If you are wondering what the mermaid parade was like, it was like this* [Image attached][Status update]. <https://tinyurl.com/ybfs7rx8>

**Parenthetical Citation:** (Gaiman, 2018).

### INSTAGRAM POST BASIC FORMAT

Author's Last Name, First Initial. Second Initial if Given. Or Group [@username]. *Content of the post up to 20 words* [Photograph(s)]. Instagram. URL

**Example:**

The Metropolitan Museum of Art [@metmuseum]. (2020, May 20). *Pinkies up, dear followers—this week's #MuseumTeaTime is fit for a queen [Crown emoji][Crown emoji] Between 1835 and 1843, French queen* [Photograph]. Instagram.  
<https://www.instagram.com/p/CAYigXsFmpw/>

**Parenthetical Citation:** (The Metropolitan Museum of Art, 2020).

## PERSONAL COMMUNICATIONS

APA style only requires an in-text citation for personal communications (emails, text messages, online chats or direct messages, personal interviews, telephone conversations, live speeches, unrecorded classroom lectures, memos, non-archived discussion groups, etc.). Only cite a source as a personal communication when a recoverable source is not available. For example, if an interview is published on YouTube, cite the source as a YouTube video. Although the APA does not require a reference for an unrecoverable personal communication, please check with your professors before leaving out a reference entry. Always follow your instructor's guidelines.

For the in-text citation of a personal communication, give the first initial and last name of the person with whom you are communicating, the words "personal communication," and the whole date.

**Narrative Citation:** Neil deGrasse Tyson believes black holes are fascinating phenomena (personal communication, April 1, 2018).

**Parenthetical Citation:** Black holes are fascinating phenomena (N. deGrasse Tyson, personal communication, April 1, 2018).

On the other hand, *if your instructor requires both an in-text citation AND a reference for a personal communication source*, please follow this general format.

deGrasse Tyson, N. (2018, April 1). [Personal communication].

**Parenthetical Citation:** (deGrasse Tyson, 2018).

*If your instructor requires an in-text citation AND a reference entry for a lecture that is not recoverable*, please use the format below. For recoverable lectures, please see the Visual Media section.

Sabose, A. A. (2018, July 11). [Lecture on parapsychology].

**Parenthetical Citation:** (Sabose, 2018).

*If your instructor requires an in-text citation and reference entry for a PowerPoint lecture that is not recoverable, use the following format. For recoverable PowerPoint presentations, please see the examples in the Visual Media section.*

Bigale, J. (2018, July 11). *Earth's subsystems: Hydrosphere* [PowerPoint slides].

**Parenthetical Citation:** (Bigale, 2018).

## IN-TEXT CITATIONS

**In-text Citations:** In-text citations are, as the name specifies, citations within the body of a paper. In-text citations include parenthetical citations (or citations enclosed in parentheses) and narrative citations, or citations integrated into the narrative of the text.

### Frequency of In-Text Citations

The APA requires that you include the author(s) last name, year, and page or paragraph number for each direct quotation in your paper.

Generally speaking, the APA recommends you include the author and date in every in-text citation for paraphrased content. However, for paraphrased content that comes from one source, you only need to include an in-text citation once per paragraph. You could, for example, include one parenthetical citation at the end of the paragraph. All parenthetical citations should have the year in addition to author's last name.

You may also cite paraphrased content with narrative citations. You would begin the narrative citation with the author and year. You do not need to include the year of publication for subsequent citations for the same source ***in that same paragraph*** so long as the content in the subsequent citations covers the same topic.

Please see the APA sample paper for examples of how to use in-text citation.

### Direct Quotations

A direct quotation is an exact restatement of a writer's or a speaker's words enclosed in quotation marks. APA style citations incorporate the author or authors' last name(s), publication date, and page number (or paragraph number) of any quotation you use. The goal is to put all three elements into the sentence with the quotation.

- The date can appear in the text (or at the end) of the sentence.
- Use past tense in the phrase leading into the quotation: Zimbardo argued...
- You do not need to identify a source of information that is common knowledge. For example: Sigmund Freud lived from 1856-1939.

- Page numbers may be omitted when referencing an entire work.

### **DIRECT QUOTATIONS** (fewer than 40 words)

**Narrative Citation:** Ramachandran (2011) argued that neuroplasticity in the human species "is one of the central players in the evolution of human uniqueness" (p. 38).

**Parenthetical Citation:** Ultimately, the neuroplastic brain of *Homo sapiens* is responsible for "the evolution of human uniqueness" (Ramachandran, 2011, p. 38).

### **Corresponding Reference:**

Ramachandran, V. S. (2011). *The tell-tale brain: A neuroscientist's quest for what makes us human*. Norton.

### **No page numbers**

Electronic sources might not have page numbers; instead of page numbers, start at the beginning and count the **PARAGRAPH NUMBER**.

Use (para.) instead of (p.) followed by the paragraph number: (Huston, 2018, para. 2).

If possible, include the nearest chapter or section heading. Then, count the paragraphs until the quote:

(Trafton, 2018, Benefits of Music section, para. 6).

### **Quote occurs on more than one page**

Put (pp.), and place a dash in between the page numbers. For nonconsecutive page numbers, separate them by commas.

(Costandi, 2016, pp. 13-14).

(Hockenberry et al., 2017, pp. 46, 359).

### **Quoting audiovisual materials**

When quoting from an audiovisual source, use a time stamp instead of a page number in the following format (Author last name, Year, Hour: Minute: Seconds). If the time stamp is under an hour, omit the number in the hour position. If the time stamp is under one minute, place a zero in the minute location.

Electric cars have an "important role in limiting fossil fuel usage" (Musk, 2018, 1:13:16).

### How to quote a quotation (citing indirect sources)

If you quote something (primary source) that has been quoted in another source (secondary source) and did not get it from the original work, include “as cited in” followed by the author, date, and page number of the secondary source. If you do not have the date for the primary source, do not include it.

Robert Sternberg (1997) argued that instead of being an innate gift, human intelligence is merely “purposeful engagement” (as cited in Dweck, 2016, p. 5).

### Block Quotations (more than 40 words)

If a quotation is **MORE THAN 40 WORDS**, display it in a freestanding block, and leave out the quotation marks. Begin a block quotation on a new line, indent five spaces from the left margin, and introduce with a colon. The parenthetical note is placed *after* the final punctuation. Check with your instructor to see if block quotations are permitted.

About eye contact and action mirroring in humans, Prinsen et al. (2017) discovered:

The mapping of others' movements onto the observer's motor system is enhanced when direct compared to averted eye gaze is established between the observer and the observed model. These findings support the notion that eye contact is a powerful and highly salient social signal with the ability to modify activity in the human mirror-motor system, thereby directing human social interactions. (p. 117)

### PARAPHRASING

Paraphrasing means to completely rephrase a quotation so the central idea is restated in your own words. Paraphrased material does not include quotation marks, but it does require an in-text citation. Also, page numbers/paragraph numbers are optional for paraphrased content in APA. Please follow your instructor's directions on this matter, though.

### Original Quote

“The findings showed that adolescents and young adults, including college students, appear to be one of the most sleep-deprived groups in the United States.”

## Correct Paraphrasing & Citation

Research on which American population groups suffer the most from sleep-deprivation found that teenagers and college students lead all others (Forester, 2008).

## Indirect Paraphrase

If you paraphrase something (primary source) that has been mentioned in another source (secondary source) and did not get it from the original work, include “as cited in” followed by the author and date of the secondary source. If you do not have the date for the primary source, do not include it.

Decety and Lamm argued that emotional contagion differs from more complex forms of empathy (as cited in Prochazkova & Kret, 2017).

## VARIATIONS IN DATE, TYPE/NUMBER OF WORKS, AND TYPE/NUMBER OF AUTHORS FOR QUOTED AND PARAPHRASED MATERIALS

### No Date

If there is no date, put (n.d.) for “no date.”

(Weinberg, n.d.).

### Multiple Sources

To include multiple sources in the same citation, alphabetize the sources by the first author’s last name, and separate sources with semi-colons inside the parentheses.

(Kent & Harrisburg, 2018; Suzuki et al., 2020)

## VARIATIONS IN NUMBER AND TYPE OF AUTHOR

Author Type	In-Text Citation	Narrative Citation
One author	(Author, Publication year) e.g. (Hawking, 2015)	Hawking (2015) OR According to Hawking (2015) ...
Two authors	(Author & Author, Year of publication) (Grossman & Lenz, 2019)	According to Grossman and Lenz (2019) ...
Three or more authors	(First author et al., Year of Publication)	According to Bellard et al. (2017) ...

	(Bellard et al., 2017)	
Group author with abbreviation	(American Psychological Association [APA], 2020)	According to the American Psychological Association, (APA, 2020), the best treatment for...
First Citation	(APA, 2020)	APA (2020)
Subsequent Citations		
Group author without abbreviation	(Florida State University, 2020)	Florida State University (2020)
No author (webpage): Use website name as author	(WebMD, 2020)	WebMD (2020)
No author (book chapter or article from an encyclopedia, journal, magazine, etc.): Use article title in author position	(“Blue Light,” 2020) Note: You may shorten the article title in the parenthetical citation	According to the article, “Blue Light and Sleep Disturbances,” (2020)
No author (source with italicized title in reference): Use italicized title in author position	( <i>Defending Affirmative Action</i> , 2020) Note: You may shorten the title in the parenthetical citation	<i>Defending Affirmative Action</i> (2020)