

APA
7th Edition

APA 7th Edition

What is APA?

- APA stands for American Psychological Association
- a way to document sources used within the paper

What does APA affect?

- formatting of the paper
- in-text citations within the paper
- Reference list at the end of the paper

Why should sources be documented?

Sources should be documented to

- give credit to other's work
- give the reader a way of verifying the information within the paper
- add strength (validity) to the information within the paper
- avoid *plagiarism*

How to use this booklet

This booklet contains information on many different aspects of the APA 7th edition. See the Table of Contents on the next page for the particular sections that you need to use to help you with your paper.

The word **plagiarism** comes from the Latin word *plagiarius*, meaning kidnapper.

Plagiarism is when a writer deliberately uses someone else's language, ideas, or other original (not common knowledge) material without its source.



All information was taken from the *APA Publication Manual 7th Edition*. This resource is available for use in the Writing Center or for purchase at the campus bookstore. Visit us online at www.cccti.edu/WritingCenter for additional resources and assistance.

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APA Formatting

APA format requirements

- appropriate fonts include: Times New Roman 12, Calibri 11, Arial 11, Lucida Sans Unicode 10, and Georgia 11.
Note: some professors may prefer specific fonts; don't be afraid to ask.
- double spacing
- 1-inch margins on all sides
- Page number in the upper right corner on all pages starting on the title page.

Title Page Formatting

- All text will be centered on the title page.
- The first line will be the title of the paper **in bold**.
- The second line will be the name of the author (student).
- The third line is the affiliation. The affiliation will be the name of the department and the institution where the paper was assigned and developed.
- The fourth line will be the course. It will be formatted with the course abbreviation with course number, a colon, and the name of the course.
- The fifth line will be name of the instructor
- The sixth line will be the date in Month Day, Year format.
- There are guidelines for an Author's Note that can go on the bottom of the title page. This note can explain things like disclaimers or conflicts of interest. These are usually necessary for undergraduate papers. Check with your instructor if you believe they might want you to include an author's note. The specific rules can be found starting on page 35 of the APA 7th edition manual.

Title of Paper with Standard Capitalization

Your Name

Name of Department, Name of College

COU 111: Name of this Course

Dr. Instructor McLastname

Month Day, Year



Abstract Formatting

- The abstract is created on a blank page that follows the title page.
- The word Abstract should be centered on the first line.
- The body of the abstract will be one, double-spaced paragraph, and it does not need a paragraph indentation at the beginning of the paragraph.
- The abstract should be a clearly written, 150-250 word summary of the main points in the research paper. Try to focus on the topic, research, questions encountered, method, results, conclusion, and, if needed, future research in the paper.

Not all papers require an abstract. It is common to skip the abstract in student papers. Ask your instructor if this section is needed.

In-Text Citation Formatting

- In-text citations are located within the paper, and there is a period after the in-text citation (not before it). Individual examples showing how each in-text citation looks start on page 19

Reference Page Formatting

- The Reference page should begin on a new page following the paper.
- The page number should appear in the top right corner.
- The word **Reference** is centered in bold at top of the page.
- Make sure to add the hanging indent to all entries.
- Alphabetize sources by the first item such as author's last name or the title if no author's name is given.

If using more than one source, the word Reference should be plural.

APA Headings

The heading style that is recommended by APA consists of five levels of formatting for headings.

The number of headings that is in your paper will depend on the length and complexity of the paper. Most writers feel that two to three levels of headings fit for most papers.

APA Headings	
Level	Format
1	Centered, Boldface, Uppercase and Lowercase Heading
2	Left-aligned, Bold, Uppercase and Lowercase Heading
3	<i>Left-aligned, Bold, Italics, Upper and Lowercase Heading with a Period.</i>
4	Indented, Bold, Uppercase and Lowercase Heading with a Period.
5	<i>Indented, Bold, Italics, Uppercase and Lowercase Heading with a Period.</i>

Each section of the paper starts with the first level of heading. There may be more sections and subsections within one part of the paper than the remainder of the paper.

Titles of papers are not considered a heading.

Introductions should not be labeled.



The Basics

In-Text Citation Basics

- In-text citations are used throughout your paper when you are directly quoting, **paraphrasing**, or summarizing an author's work.
- APA citations consist of author's last name and year of publication.
- Include the appropriate page number(s) when using a direct quote.
- If there is no author, use the first few words of the title in quotation marks in the in-text citation. * **



Paraphrasing is when you take the meaning from another's ideas and express it in your own words.

One Author:

(Ash, 2012, pp. 67-68).

Two Authors:

(Vahmani & Jones, 2017, p. 8).

Three or more Authors:

First citation:

(Karlen et al., 2014, p. 1495).

No Author:

("About Mono Lake," 2018).



Quotation Basics

- **Quotations** of less than 40 words are considered short quotations.
- Quotes should begin with an introductory phrase. Quotation marks should surround the quote and then be followed by the parenthetical (in-text) citation then the sentence punctuation.
- When using the author's name in the sentence, omit the name from the in-text citation. Note: In this instance, make sure to also add the year of publication directly after the author's name.



Quotations are needed any time another's words are used. These words should be set apart in quotation marks.

Smith (2009) said, "Quote goes here" (p. 38).

Titles Basics

- When referring to the title of a work **within your paper**, capitalize the first word and all words four letters or more long. (These rules differ on the Reference page.)
- Capitalize words under four letters if they are nouns, verbs, pronouns, adjectives, and adverbs.
- Capitalize both words if separated by a hyphen.
- Do not Capitalize:
 - articles (e.g. a, an, the)
 - prepositions (e.g. against, between, in, of, to)
 - coordinating conjunctions (e.g. and, but, for, nor, so, yet)
 - the *to* infinitive (i.e. How to Write a Paper)
- Italicize titles of books, edited collections, movies, television series, albums, etc. and put quotation marks around shorter works like articles or essays.

Quotation Examples

With author's name in introductory phrase:

According to Johnson (2009), "eye injuries often occur at work, during recreational activities, and while performing routine household chores" (p. 17).

Without author's name in introductory phrase:

He said, "It's important to wear protective eye-wear," but does not state where to purchase said eye-wear (Johnson, 2009, p. 17).

Block Quotation:

Quotations of more than 40 words must be set apart from the rest of the text in a block quotation. To do this, indent the entire quote one inch from the left margin and omit the quotation marks. The block quote will remain double spaced like the rest of the paper. The introductory phrase will be a complete sentence followed by a colon. The period belongs after the sentence instead of the citation.

When speaking of eye protection, Johnson (2009) states the following:
According to the National Institute for Occupational Safety and Health, about 2,000 U.S. workers suffer job-related eye injuries that require medical treatment each day. Wearing protective eye gear—such as goggles, face shields and safety glasses—can reduce the severity of these injuries or even prevent up to 90 percent of them. (p. 17)

Summary or Paraphrase:

If you are not directly quoting the work but paraphrasing an idea from the work, you are still required to cite the source but no page number is needed.

According to Johnson (2009), the eye's exposure to sun can cause the development of many diseases of the eye.

The eye's exposure to sun can cause the development of many diseases of the eye (Johnson, 2009).

Citing Secondary Sources

In some cases, the information that you use from one source may be quoted material from another source. In this case, both the originator of the quote and the source that you are looking at must get credit in the text.

For example, you are reading Smith's article, and in the article, Smith quotes Jones' work. If you want to use Jones' ideas, you need to give credit for both the ideas (Jones) and where you found the information (Smith's article). On the Reference page you should cite Smith's article because it is the source you found and read.

Jones' research (as cited in Smith, 2009, p. 17) shows the benefits of using eye protection.

Citing Works with More than One Author

Two Authors: Cite both names

Twedel and McDonough (2009) find that "the lake is clean" (p. 17).

Researchers have found that "the lake is clean" (Twedel & McDonough, 2009, p. 17).

Three or More Authors: In-text citations for works with 3 or more authors will be shortened by using the phrase "et al." *

Yudkin et al. (2009) further believe that "it will only get colder" (p. 32).

Climate changes are "drastically effecting everyone" (Yudkin et al., 2009, p. 34).



Reference Page Basics

- The Reference page begins on a new page following the paper.
- The type of source determines what the Reference entry looks like.
- First names are not included on the Reference page.
- The way the Reference title looks is not always the way it looks within the paper.
- All entries should be put into alphabetical order based on the first component of the reference entry.
- All printed citations consist of an author, date, title, and publisher if available.
- All online citations consist of author, date, title and URL if available.

Capitalization Rules

Book and Article Titles (when used as the source, but not as the container)	Capitalize only the first word of the title and subtitle (if applicable)	<p>Book Title: <i>How to write a paper</i></p> <p>Article Title: Health education: The case for rehabilitation</p>
Names	Capitalize, but be sure to only use the first and middle initials	Yudkin, J.M.
Journals, Newspapers, Anthologies, etc.	Capitalize all major words	<i>American Water Works Association Journal</i>



Author

- All authors are listed by their last name followed by a comma and then the author's first and middle initials (if given).
- If there is more than one author, separate the names with commas and use an ampersand before the final name.
- Include all authors' names up to and including twenty authors. When there are twenty-one or more authors, include the first nineteen authors' names, then insert an ellipsis [...], and add the last author's name.
- If the source you are using has no author, then you begin the citation with the title.

One Author:

Ash, T. (2012). Funding water conservation. *American Water Works Association Journal*, 104(2), 67-69, 72-73.
Retrieved from <http://nclive.org/>

Two - Twenty Authors:

Vahmani, P., & Jones, A. D. (2017). Water conservation benefits of urban heat mitigation. *Nature Communications*, 8, 1-9. doi: 10.1038/s41467-017-01346-1

21 or More Authors (list the first 19, then use ellipses and list the final author):

Miller, T. C., Brown, M. J., Wilson, G. L., Evans, B. B., Kelly, R. S., Turner, S. T., Lewis, F., Lee, L. H., Cox, G., Harris, H. L., Martin, P., Gonzalez, W. L., Hughes, W., Carter, D., Campbell, C., Baker, A. B., Flores, T., Gray, W. E., Green, G., ... Nelson, T. P. (2018).

No Author:

Adult education. (2018). Retrieved from <http://www.cccti.edu/CCR/Default.asp>



Date

- Dates are very important in APA citations. All entries you include in your citations **must** have a date.
- The date is when the work was published.
- **If no date is available, use n.d.**

Locating Dates of Sources

The type of source determines where the date is usually found. For online sources, use the most recent date you can find if more than one is given.

Type of Source	Where to Look	Keywords/Symbols
Book	Near the title page	Copyright Date
NCLive	Top of page where other publication information is found	Published, Updated, Posted
Website	After the title, at the bottom of the page, on the About Us page	Last Updated, Date Created, ©

Title

- The title in the reference page will look different than if you cite it within the paper.
- On the reference page, source titles have only the first word of the title and subtitle capitalized as well as proper nouns. All other words are left lower case.
- When citing part of a book, always put the word “In” before the title of the book. This will happen when citing a work in an anthology or the chapter of a book, for example.

Publication Information

- The publication information for a book is the name of the publishing company.
- The publication information for a webpage is just where the webpage can be found.
- If the source has a DOI* assigned to it, list it at the end of the reference in the same format as a URL. The reference entry will look like:
<https://doi.org/10.0000/3mp7y-537>
- If no DOI is assigned to the content and you retrieved it online, include the URL for the source in the reference.
- If a source is likely to change frequently (e.g. wikis), use Retrieved Month Day, Year, from <http://...> before the URL. Be careful when using these sources, as they may not be academic enough for formal papers.
- The URL or DOI can be listed with an active hyperlink with blue underlined text **OR** as standard text with the hyperlink deactivated.
- Do not include a period at the end of the entry.

*A work's DOI is the digital object identifier. It is like an ISBN for a book. It is assigned to only that work.

If a work has a doi, always include it.

A Note about Page Numbers

- When citing a source that is retrieved from a source with page numbers, it is important to include the page numbers of the information you used within the citation.
- Most sources only require the page numbers to be written within the reference.
- Sources from encyclopedias, anthologies, and newspapers must have the letter p. (or pp. if multiple pages) before the page numbers.

References

About Mono Lake. (2018). Retrieved from <http://www.monolake.org/about/waterconservation>

Ash, T. (2012). Funding water conservation. *American Water Works Association*

Journal, 104(2), 67-69, 72-73. Retrieved from [http://nclive.org/cgi-](http://nclive.org/cgi-bin/nclsm?url=http://search.proquest.com/docview/923780485?accountid=9834)

[bin/nclsm?url=http://search.proquest.com/docview/923780485?accountid=9834](http://nclive.org/cgi-bin/nclsm?url=http://search.proquest.com/docview/923780485?accountid=9834)

Karlen, D. L., Peterson, G. A., & Westfall, D. G. (2014). Soil and water conservation: Our

history and future challenges. *Soil Science Society of America Journal*, 78(5), 1493-1499.

Retrieved from [http://nclive.org/cgi-bin/nclsm?url=http://search.proquest.com/](http://nclive.org/cgi-bin/nclsm?url=http://search.proquest.com/docview/1613119137?accountid=9834)

[docview/1613119137?accountid=9834](http://nclive.org/cgi-bin/nclsm?url=http://search.proquest.com/docview/1613119137?accountid=9834)

Vahmani, P., & Jones, A. D. (2017). Water conservation benefits of urban heat

mitigation. *Nature Communications*, 8, 1-9. doi: 10.1038/s41467-017-01346-1

Yudkin, J.M. (2008). *Understanding music* (5th ed.). Upper Saddle River, NJ: Pearson/Prentice

Hall.

Citation Examples

Books (note: there are examples here for different numbers of authors. These author listing rules will apply to all types of sources, not just print books.)

Reference Entry	In-Text Citation
Author(s), I.I. (Date of Publication). <i>Title of book</i> (edition [if applicable].). Publisher.	(Last Name, year, p. ###).
One Author	
Yudkin, J.M. (2008). <i>Understanding music</i> (5 th ed.). Pearson/Prentice Hall.	(Yudkin, 2008, p. 17).
Two Authors	
Goodwin, G., & Sachs, G. (2010). <i>Fast facts: Bipolar disorder</i> . Health Press.	(Goodwin & Sachs, 2010, p. 125)
Three - Twenty Authors	
Daniels, D. I., Goldstein, J. M., & Hayes, C. G. (1995). <i>A basic reader for college writers</i> . Townsend Press	(Daniels et al., 1995, p. 34).
Twenty-One or More Authors	
In the rare situation that a book (or any source) has more than 20 authors, check page 15 of this booklet to see how they will be listed. All other aspects of the citation will remain the same.	(Last Name et al., year, p. ###)



Author(s) with more than one work

Prioritize works by year of publication, oldest first; if published in the same year, assign alphabetic designations (*a*, *b*, *c*) to works in alphabetic order.

Reference Entry	In-Text Citation
<p>Example One - Same author, different years of publication: Hamon, T. (2001). The role of calcium in the diet. <i>Vitamins from A-Z</i>. 12(9), 12-13. Retrieved from http://website.com Hamon, T. (2003). Healthy bones linked to vitamin D. <i>Vitamins from A-Z</i>. 14(18), 240-245. http://website.com</p>	<p>(Hamon, 2001, p. 12). (Hamon, 2003, p. 241).</p>
<p>Example Two - Same author, same year of publication: Hamon, T. (2003a). Can't get enough vitamin C. <i>Vitamins from A-Z</i>. 14(17), 22-25. Retrieved from http://website.com Hamon, T. (2003b). Healthy bones linked to Vitamin D. <i>Vitamins from A-Z</i>. 14(18), 12-13. http://website.com</p>	<p>(Hamon, 2003a, p. 23). (Hamon, 2003b, p. 12).</p>

**Book with Editor instead of Author**

Reference Entry	In-Text Citation
Last Name, FirstInitial. MiddleInitial. (Ed. or Eds.) (Date of Publication). <i>Title of work</i> (edition number if applicable and page numbers). Publisher.	(Last Name, year, p. ###).
Ruszkiewicz, J. J. & Dolmage, J. T. (Eds.) (2012). <i>How to write anything</i> (2nd ed.,). Bedford/St. Martins.	(Ruszkiewicz & Dolmage, 2012, p. 85).

Selection from an Anthology *Note: this type of source requires the letter p. (or pp. if more than one page) before the page number.*

Reference Entry	In-Text Citation
Last Name, First Initial. (Date of Publication). Title of chapter. In Editor's First Initial(s). Editor's Last Name (Ed.or Eds.), <i>Title of book</i> (inclusive page numbers). Publisher.	(Last Name, Year). *include page number for direct quotes
O'Connor, F. (2011). A good man is hard to find. In M. Meyer (Ed.), <i>The Bedford introduction to literature</i> (pp. 449-459). Bedford/St. Martin's.	(O'Connor, 2011, p. 451).



Selection from an Online Anthology (such as *Opposing Viewpoints*)

Reference Entry	In-Text Citation
Last Name, First Initial. (Year of Publication). Title of chapter. In Editor's First Initial(s). Editor's Last Name (Ed.), <i>Title of book</i> (inclusive page numbers). Publisher. DOI or URL.	(Last Name, Year). *include page number for direct quotes
Kliesch, J. (2015). Why electric cars are cleaner. In L.I. Gerdes (Ed.), <i>At issue: Hybrid and electric cars</i> (p. 58). Greenhaven Press. http://link.galegroup.com	(Kliesch, 2015, p. 58).

Ebook

Reference Entry	In-Text Citation
Last Name, First Initial. (Year of Publication). <i>Title of book</i> (inclusive page numbers). DOI or URL.	(Last Name, Year). *include page number for direct quotes
Ellsberg, M. (2010). <i>The power of eye contact: Your secret success in business, love, and life</i> (pp. 232-245). http://books.google.com/	(Ellsberg, 2010, p. 232).



Encyclopedia Entry *Note: this type of source requires the letter p. (or pp. if more than one page) before the page number.*

Reference Entry	In-Text Citation
Last Name, First Initial. (Year of Publication). Term. In <i>Name of encyclopedia</i> (Vol., Issue, inclusive page numbers). Publisher.	(Last Name, Year). *include page number for direct quotes
Weinberger, P. G. (2003). Research. In <i>The new encyclopedia Britannica</i> (Vol. 22, p. 101). Encyclopedia Britannica.	(Weinberger, 2003, p. 101).

Online Encyclopedia or Dictionary

Reference Entry	In-Text Citation
Term. (Year of Publication). In <i>Name of encyclopedia</i> . URL.	(“Term,” Year).
Society. (1993). In <i>Encyclopedia Britannica online</i> . http://www.britannica.com	(“Society,” 1993).

**Bible/Other Religious Work**

Reference Entry	In-Text Citation
<i>Name of Text.</i> (Year published in current form). Publisher. URL if online source (Original work publication year).	(Name of Text, original year/current year). *include page number for direct quotes if using paper source
<i>King James Bible.</i> (2017). King James Bible Online. https://www.kingjamesbibleonline.org/ (Original work published 1769).	(<i>King James Bible,</i> 1769/2017)
<i>The Qur'an</i> (M.A.S. Abdel Hallem, Trans.). (2004). Oxford University Press.	(<i>The Qur'an,</i> 2004)

Journal Article

Reference Entry	In-Text Citation
Last Name, First Initial. (Date of Publication). Article title. <i>Journal Name</i> , Volume(Issue), Inclusive Page-Numbers.	(Last Name, year). *include page number for direct quotes
Kim, S. R. & Lee, S. M. (2018, May). Resilient college students in school-to-work transition. <i>International Journal of Stress Management</i> , 25(2), 195-207.	(Kim & Lee, 2018, pp. 197-200).



NCLive or Online Journal Article

Reference Entry	In-Text Citation
Last Name, First Initial. (Date of Publication). Article title. <i>Journal Name</i> , Volume(Issue), Inclusive Page-Numbers. http://www.website.com	(Last Name, year). *include page number for direct quotes
Twedel, D., & McDonough, M. (2009, August). Treating ventricular tachycardia. <i>Journal of Continuing Education in Nursing</i> , 40(8), 342-343. http://www.ebscohost.com	(Twedel & McDonough, 2009, p. 342).

NCLive or Online Journal Article with doi

Reference Entry	In-Text Citation
Last Name, First Initial. Middle Initial. (Date of Publication). Article title. <i>Journal Name</i> , Volume(Issue), Inclusive Page-Numbers. https://doi.org/10.10xx/xxxxxxxxxxxxxxxxxxxxxx	(Last Name, year). *include page number for direct quotes
Green, J. (2008, December). Health education: The case for rehabilitation. <i>Critical Public Health</i> , 18(4), 447-456. https://doi.org/10.1080/09581590802443596	(Green, 2008, p. 448).



Newspaper Article *Note: this type of source requires the letter p. (or pp. if more than one page) before the page number.*

Reference Entry	In-Text Citation
Last Name, First Initial. (Date of Publication). Article title. <i>Name of Newspaper</i> , page number(s).	(Last Name, year). *include page number for direct quotes
Simmons, A. (2018, June 5). Freezing fruits, vegetables is a good alternative. <i>Hickory Daily Record</i> , p. A1.	(Simmons, 2018, p. A1).

Online Newspaper or Magazine Article *Note: The only difference between the online Newspaper and Magazine references is the Magazine will have a volume and issue number listed.*

Reference Entry	In-Text Citation
Last Name, First Initial. (Date of Publication). Title of article. <i>Name of Publication</i> . <i>Volume</i> (Issue). URL.	(Last Name, Year).
Klein, J. (2011, August 29). What a win. <i>Time Magazine</i> , 178(8). http://www.time.com/time/magazines	(Klein, 2011).
Chernow, R. (2009, October 23). Everyman's financial meltdown. <i>The New York Times</i> . http://www.ebscohost.com	(Chernow, 2009).

**Website Article**

Reference Entry	In-Text Citation
Last Name, First Initial. Middle Initial. (Date of Publication). <i>Title of webpage</i> . http://www.website.com	(Last Name, year). *include page number for direct quotes
Priedt, R. (2015, June 8). <i>Poor sleep? Eating less at night may help</i> . http://www.webmd.com	(Priedt, 2015).

Website Article- No Author *Note: The capitalization will be different from the Reference entry when citing this source in-text.*

Reference Entry	In-Text Citation
<i>Title of webpage</i> . (Date of Publication). http://www.website.com	("Title of Web Page," Year).
<i>AAMI standards philosophy and strategy: Key elements</i> . (2007, June). http://www.aami.org/standards/philosophy.html	("AAMI Standards," 2007)

Note: If a website has no date, use n.d. in the parenthesis, AND before the URL, add the phrase: Retrieved [date accessed] from

Only do this if the source is absolutely necessary for your paper. Sources without dates often lack credibility.

**Government/University Document**

Reference Entry	In-Text Citation
Name of Organization. (Date of Publication). <i>Title of work.</i> (Other identifiers). City of Publication, State: Publisher.	<i>First time:</i> (Name of Organization [Abbreviation], Year). <i>All others:</i> (Abbreviation of Organization, Year).
National Institute of Food Safety. (1999). <i>Clinical training in serious food borne illness</i> (FDA Publication No. ADM 92-1862). Washington, DC: U.S. Government Printing Office.	<i>First time:</i> (National Institute of Food Safety [NIFS], 1999). <i>All others:</i> (NIFS, 1999).

Government/University Online Document

Reference Entry	In-Text Citation
Author. (Date of Publication, Creation, or Revision). Title of document. http://www.website.com	(Author [Abbreviation], Year).
U.S. Department of Health and Human Services, U.S. Food and Drug Administration. (2009, October 9). FDA awards \$17.5 million in grants to further study food and feed safety. http://www.fda.gov	<i>First time:</i> (U.S. Food and Drug Administration [FDA], 2009). <i>All others:</i> (FDA, 2009).



Constitutional Reference

Reference Entry	In-Text Citation
US or State Const. art. xxx. § x	(US or State Const. art. xxx § x)
U.S. Const. art 1, § 3	(U.S. Const. art 1, § 3)
S.C. Const. art. XI § 3	(S.C. Const. art. XI § 3)

Bill of Rights or Amendment to US Constitution

Reference Entry	In-Text Citation
U.S. Const. amend. I-X <i>Note: The Bill of Rights is formatted like other amendments except that it's listed as a range instead of a single amendment.</i>	(U.S. Const. amend. I-X)
U.S. Const. art. XXI	(U.S. Const. amend. XXI)



Court Decisions

Reference Entry	In-Text Citation
Name v. Name, Volume Source Page (Court Date).	(<i>Name v. Name</i> , year).
Lessard v. Schmidt, 349 F. Supp. 1078 (E.D. Wis. 1972).	(<i>Lessard v. Schmidt</i> , 1972).

Statutes

Reference Entry	In-Text Citation
Name of Act, Volume Source § section number (year).	(Name of Act, year).
Americans with Disabilities Act of 1990, 42 U.S.C.A. § 12101 et seq. (1993).	(Americans with Disabilities Act, 1993).



Blog Posting

Use the author's full name if available; if not, use the screen name.
Use the exact date of the posting.

Reference Entry	In-Text Citation
Last Name, First Initial. Middle Initial. (Year, Month Day). Subject of the message. [Web log post]. http://www.website.com	(Last Name, year).
The Jolly Reader. (2011, June 30). A pirate learns to read. [Web log post]. http://thejollyreader.wordpress.com/	(The Jolly Reader, 2011).

YouTube Videos

Reference Entry	In-Text Citation
Author, A.A. OR Screen name. (Year, month day). <i>Title of video</i> [Video]. http://www.youtube.com	(Author, year).
Biography. (2012, September 2012). <i>Edgar Allan Poe – Writer / Mini bio / BIO</i> [Video]. Youtube. https://www.youtube.com/watch?v=x-387NMCR6w	(Biography, 2012).



Interview- Personal Communication

Reference Entry	In-Text Citation
Personal interviews are not included on the Reference page. They are noted in the text only. Include interviewee's name, type, and date of interview.	(M. Williams, personal communication, August 25, 2011).

Instructor Lecture

Reference Entry	In-Text Citation
Last Name, First Initial. Middle Initial. (Year, Month). Title of lecture. In class lecture, Location.	(Last Name, year).
Benton, L. (2016, November). The Romantic period. In class lecture, Caldwell Community College and Technical Institute.	(Benton, 2016).

Instructor Handout

Reference Entry	In-Text Citation
Last Name, First Initial. Middle Initial. (Year, Month). Title of handout. Source of handout, Location.	(Last Name, year).
Benton, L. (2016, November). Attributes of the Romantic period. Course Moodle page, Caldwell Community College and Technical Institute.	(Benton, 2016).

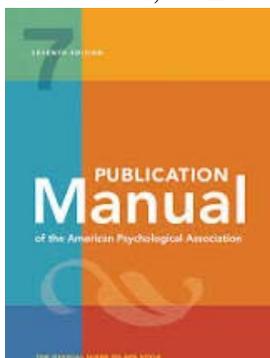


Images

Images—such as photographs, charts, and graphs—are inserted into the body of the paper as close to the text which discusses the image as possible. Each image will be labeled as a “Figure” and citation information is noted in the figure legend or caption. If the image is copyrighted or the image requires more explanation, it might be necessary to add a “Note:” at the bottom. Chapter 7 of the 7th edition APA manual goes into great detail about when and how to use these notes.

Figure 1.

Cover of APA Publication Manual, 7th Edition



Note: Copyright American Psychological Association, 2020.

Additional Resources

The Writing Center website offers videos on many components of APA including

- Avoiding plagiarism when using citations
- Formatting the APA paper
- Creating the Reference page
- Composing in-text citations

Watch these videos and find many more resources here:

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