

# Formatting an Appendix

## APA 7<sup>th</sup>

Learning Centre  
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# Appendices



- 
- An appendix contains material that the writer believes would contribute to better understanding of the subject of the paper
  - This material, if included in the paper itself, may be distracting or confusing for the reader
  - The appendix material should be relatively brief and easily presented in print format
  - The criteria for including material in an appendix include:
    - Better understanding of subject matter of paper
    - Deeper evaluation of data/results of research study
    - Analysis and evaluation of **replication** of main research study
    - Deeper discussion of theoretical arguments in paper

# Common Appendix Materials



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- Lists of stimulus materials
  - Instructions to participants
  - Tests, scales, or inventories developed for the research study in the paper
  - Structured interview questions or survey questionnaires developed for the research study
  - Detailed descriptions of complex equipment used in research study
  - Detailed demographic descriptions of subpopulations in research study
  - Other detailed or complex reporting information
  - For ***student papers***, any appendix that is listed as necessary in assessment requirements

# Formatting Appendices



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- Appendices should be mentioned at least once in the main text of the paper by its label
    - For example: ... see Appendix A for ...
  - Appendices are always placed after References, on a fresh page
  - Label each appendix as Appendix A, Appendix B, and so on
  - If there is only one, label it Appendix
  - Each appendix must have a title that clearly and succinctly describes its content

## **Appendix A**

### **Title of Appendix Contents**

- Centralised, bold, title caps, separate lines
- If the content comprises only text, write in the same essay format as in the main text of the paper

# Copyright and Ethics considerations



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- Appendices are part of the paper
  - The same standards of copyright attribution and ethical considerations apply to all materials in appendices
  - Provide citations and references for materials in appendices that are taken from copyrighted sources
  - Provide evidence that relevant and respective ethical standards have been followed and met

# References



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American Psychological Association (2020). *Publication manual of the American Psychological Association* (7<sup>th</sup> ed.). American Psychological Association.  
<https://apastyle.apa.org/products/publication-manual-7th-edition>