APA Style
A Quick Citation Guide

This is the style established by the American Psychological Association (APA) for citing resources used in research papers. APA Style is used primarily in the behavioral and social sciences. The rules for APA Style are provided in pages 193-224 of the Publication Manual of the American Psychological Association, Sixth Edition. (The numbers in parentheses refer to these pages.) Copies of the handbook are available behind the Reference Desk on the 2nd floor of Smith Library and at the University Center Learning Commons.

The purpose of citation is to allow readers to access the information being cited. Proper citation also ensures that you are not committing plagiarism or misusing sources, which is in violation of the University Honor Code.

When formatting citations in APA Style, remember to follow these APA Formatting Guidelines. For general formatting rules for papers in APA Style, see sections 2 and 4 of the APA Manual.

**APA FORMATTING GUIDELINES**

1. All APA citations should be double spaced.
2. The first line of an APA citation should be flush with the left margin. All other lines are indented.
3. Only the first and middle initial of author name(s) are used in APA [e.g. Smith, J.A.]
4. Multiple authors are separated by an ampersand (&) not the word 'and.'
5. The publication date follows the author name(s) and is contained in parentheses [e.g. Smith, J.A. (2004)]
6. Capitalize ONLY the first word of the title of a book or article, the subtitle, and proper nouns. Exception: Capitalize every important word in journal titles.
7. Italicize titles of books and journals and the volume number of journals. DO NOT italicize or put quotation marks around the title of a book chapter or article in a journal.
8. If the book has a subtitle, put a colon between the main title and the subtitle. Subtitles must be included in the citation.
9. Give the location (city and state) where the publisher is located for books, reports, and other non-periodical publications. Use the official two-letter U.S. Postal Service abbreviations. For cities outside the United States, spell out the country names. (p.186-187)
10. Include the digital object identifier (DOI) assigned to a source even if the print is available.
11. If you retrieved a journal article electronically and there is no DOI, give the URL of the journal home page. If the journal is available in print, there is no need to include the URL.
12. Usually, database information is not included as part of the citation. However, if a document is difficult to locate through its primary publishing channels, give the home page URL for the online service. Many ERIC documents and discontinued items in JSTOR meet this criteria. (p.189-192)
13. Do not end the citation with a period if you include the URL.

*See the Sample Paper at the end of this guide for an example of how to format your paper.*
**Reference Works**

**BASIC FORMAT**

Author, A. (Year). Title of chapter or entry. In A. Editor (Eds.), *Title of book* (pp. xx-xx). Location: Publisher.

**DICTIONARY ENTRY OR ENCYCLOPEDIA ARTICLE (p.202-205)**

*Print – No editor or author given (p.202)*


*In Text:* (“Freud,” 2005)

*Print – Editors and author given (p.203)*


*In Text:* (Buckley, 2001) or Buckley (2001)

*Online Dictionary Entry – No author (p.205)*


*In Text:* (“Anomaly,” 2008)

*Online Encyclopedia Entry – No author (p.205)*


http://www.britannica.com/EBchecked/topic/153057/Dorothy-Day

*In Text:* (“Dorothy Day,” 2011)

**Books**

**BASIC FORMAT**

Author, A. (Year). *Title of work*. Location: Publisher.

**BOOK (SINGLE AUTHOR) (p.202)**


*In Text:* (Packer, 2002) or Packer (2002)

**BOOK (TWO OR MORE AUTHORS) (p.202)**


EDITED BOOK (p.202)


In Text: (Keeble & Wheeler, 2007) or Keeble and Wheeler (2007)

CHAPTER/ARTICLE IN AN EDITED BOOK (p.202)


In Text: (Khan, 2007) or Khan (2007)

E-BOOK (p.203)


CHAPTER/ARTICLE IN AN E-BOOK


Journal Articles

BASIC FORMAT


SCHOLARLY JOURNAL ARTICLE WITH DOI (p.198)


doi:10.1089/cpb.2008.0117

In Text: (Hart et al., 2009) or Hart et al. (2009)

SCHOLARLY JOURNAL ARTICLE WITHOUT DOI (WHEN DOI IS NOT AVAILABLE) (p.199)

Option 1 (include the URL of the journal home page)


In Text: (Light & Light, 2008) or M.A. Light and I.H. Light (2008)
Option 2 (include the name of the database used)


Retrieved from JSTOR.

**In Text:** (May, 1972) or May (1972)

**Magazines and News Sources**

**BASIC FORMAT - Print**


**BASIC FORMAT - Online**


**Note:** Give the URL of the home page when the online version of the article is available by search to avoid nonworking URLs.

**MAGAZINE ARTICLE (p.200)**


**In Text:** (Walsh, 2010) or Walsh (2010)

**NEWSPAPER ARTICLE (p.200)**


**In Text:** (Michaels, 2010)

**ONLINE MAGAZINE ARTICLE (p.200)**


**In Text:** ("Removing the Qaddafis," 2011)

**ONLINE NEWSPAPER ARTICLE (p.200)**


**In Text:** (Rhoden, 2010) or Rhoden (2010)

**ARTICLE FROM ONLINE NEWS SITE**


**In Text:** (Voss, 2011) or Voss (2011)
Web Sources

**BASIC FORMAT**


**Note:** That format description in brackets is used only when the format is something out of the ordinary, such as a blog post or lecture notes; otherwise, it's not necessary.

**WEB PAGE**


http://www.cnmsocal.org/resources/management-and-supervision/how-to-prepare-for-your-volunteers.html

**In Text:** (Schulman, 2011) or Schulman (2011)

**WEB PAGE/ARTICLE ON A WEB SITE (NO AUTHOR)**


http://www.msnbc.msn.com/id/6844737/ns/health-mental_health/

**Note:** If no date is given, put n.d. in the parentheses. Include the date retrieved only if the information is likely to change.

**In Text:** (“Autism,” 2009) or “Autism: The hidden epidemic?” (2009)

**WEB PAGE/ARTICLE ON A GOVERNMENT WEBSITE**


http://www.nhlbi.nih.gov/health/health-topics/topics/arr/

**In Text:** (National Heart, Lung, & Blood Institute [NHLBI], 2011) or National Heart, Lung, and Blood Institute (NHLBI, 2011)

**Note:** The names of groups that serve as authors are usually spelled out each time they appear in a text citation, but some are spelled out in the first citation and abbreviated thereafter. If the name is long and cumbersome and if the abbreviation is familiar or readily understandable, you may abbreviate. If the name is short or if the abbreviation would not be easily identified in the reference list, write out the name each time.

**DOCUMENT ON A LARGER WEB SITE**


**In Text:** (The World Bank, 2010) or The World Bank (2010)

**Note:** If a document is contained within a complex Web site (such as that for a university or a government agency), identify the host organization and the relevant program or department (if it is not listed as the author) before giving the URL for the document itself. Precede the URL with a colon.
Legal Sources

Note: Information on citing legal sources in APA can be found in Appendix 7.1. APA relies on the The Bluebook: A Uniform System of Citation for formatting legal citations. Some examples are provided here. For more complex examples, consult The Bluebook.

COURT DECISIONS


STATUTES


In Text: (Freedom of Information Act, 1996) or Freedom of Information Act of 1996


In Text: (Copyright Cleanup, Clarification, and Corrections Act, 2010) or Copyright Cleanup, Clarification, and Corrections Act of 2010

U.S. CONSTITUTION

U.S. Const. art. I, § 3.

In Text: (U.S. Const. art. I, § 3.)

U.S. Const. amend. XIX

In Text: (U.S. Const. amend. XIX )

Other Sources

PERSONAL COMMUNICATIONS (interviews, emails, letters, etc.) (p.179)

(Gates, B., personal communication, April 25, 2011)

B. Gates (personal communication, April 25, 2011)

Note: Because personal communications do not provide recoverable data, they are NOT included in the reference list. Cite personal communications in text only. Give initials as well as the last name of the communicator, and provide as exact a date as possible.

SECONDARY SOURCES (p.178)

Franklin’s research (as cited in Johnson, 2007)

Note: Whenever possible, find the original source of the quotation or information. If the original source is unavailable, give the secondary source in the reference list. In the text, name the original work and cite the secondary source.
References in Text

- Cite any information that you did not know before beginning your research. You do not have to cite common knowledge.
- Reproduce word for word material quoted from another author’s work.
- When quoting directly from a source, include the author's name, year of publication, and page number.
- For information that is paraphrased or does not have page numbers, use the author-date format to cite references in text.
- If the quotation comprises fewer than 40 words, incorporate it into the text and enclose the quotation with double quotation marks.

PARAPHRASING (p.171)

These effects have been well-documented in recent research (Simmons, 2009).

Simmons (2009) documented similar findings in a recent report.

In 2009, Simmons conducted research on this topic and published an extensive report.

QUOTING FROM A SOURCE (p.170-171)

Effective communication can “build bridges between disparate groups” (Keller & Wilson, 2005, p.13).

BLOCK QUOTE (p.171)

If the quotation has 40 or more words, display it in a freestanding block of text without quotation marks. Double-space the entire quotation. At the end, cite the quoted source and the page or paragraph number in parentheses after the final punctuation mark.

Jones’ 1993 study found the following:

The “placebo effect,” which had been verified in previous studies, disappeared when behaviors were studies in this manner. Furthermore, the behaviors were never exhibited again [italics added], even when reel [sic] drugs were administered. Earlier studies were clearly premature in attributing the results to a placebo effect. (p.199)

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Varying Definitions of Online Communication and Their Effects on Relationship Research

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This paper explores four published articles that report on results from research conducted on online (Internet) and offline (non-Internet) relationships and their relationship to computer-mediated communication (CMC). The articles, however, vary in their definitions and uses of CMC. Butler and Kraut (2002) suggest that face-to-face (FtF) interactions are more effective than CMC, defined and used as “email,” in creating feelings of closeness or intimacy. Other articles define CMC differently and, therefore, offer different results. This paper examines Cummings et al.’s research in relation to three other research articles to suggest that all forms of CMC should be studied in order to fully understand how CMC influences online and offline relationships.

Keywords: computer-mediated communication, face-to-face communication
VARYING DEFINITIONS OF ONLINE COMMUNICATION

Varying Definitions of Online Communication and Their Effects on Relationship Research

Numerous studies have been conducted on various facets of Internet relationships, focusing on the levels of intimacy, closeness, different communication modalities, and the frequency of use of CMC. However, contradictory results are suggested within this research mostly because only certain aspects of CMC are investigated, for example, email only. Cummings, Butler, and Kraut (2002) suggest that FtF interactions are more effective than CMC (read: email) in creating feelings of closeness or intimacy, while other studies suggest the opposite. In order to understand how both online (Internet) and offline (non-Internet) relationships are affected by CMC, all forms of CMC should be studied. This paper examines Cummings et al.’s research against other CMC research to propose that additional research be conducted to better understand how online communication effects relationships.

In Cummings et al.’s (2002) summary article reviewing three empirical studies on online social relationships, it was found that CMC, especially email, was less effective than FtF contact in creating and maintaining close social relationships. Two of the three reviewed studies focusing on communication in non-Internet and Internet relationships mediated by FtF, phone, or email modalities found that the frequency of each modality’s use was significantly linked to the strength of the particular relationship (Cummings et al., 2002). The strength of the relationship was predicted best by FtF and phone communication, as participants rated email as an inferior means of maintaining personal relationships as compared to FtF and phone contacts (Cummings et al., 2002).
References


