

University of Houston Clear Lake

WRITING CENTER

Documentation: APA Style

- APA (American Psychological Association) Style is most often used in health science, social science, psychology, and upper level writing classes.
- The URL for the American Psychological Association is www.apastyle.apa.org

If you are required to use APA Style, you will need to either purchase the *Publication Manual of the American Psychological Association, 7th Edition*, or find the most common questions answered online using the link above. We also have a physical copy that you can consult in the Writing Center.

This handout briefly describes some basic APA documentation procedures. It is not intended to be inclusive, nor is it intended to replace the style manual. **Always follow your professor's instructions when preparing a paper** even when they differ with the APA manual.

How to create citations within the text:

Narrative style with author: Put the year in parentheses following the author's name.

Example: Johnson (2007) argues for the continuation of . . .

Parenthetical style with author: Put the author and date (separated by a comma) in parentheses at the end of the cited segment.

Example: In a recent study of chemical reactions, . . . (Johnson, 2007).

Quoted material in text: Enclose quotations of fewer than 40 words in double quotation marks (do not indent or block off). In parentheses, include the page number of the quoted text preceded by "p."

Example: Johnson (2007) found that "earlier studies on reactions could not be verified" (p. 32).

Works with no identified author: Cite the first few words of the reference list entry (usually the title) and the year.

Example: Numbers seeking free care have doubled in the past year ("As prices surge," 2008).

Quoted material from an Internet source without page numbers:

- a) Use the name of the section or given heading.

Example: Verbunt (2008) found that “the level . . . condition” (Discussion section).

- b) If the heading or section name is too long, use a shortened version in quotation marks.

Example: According to Golan (2007), “Empirical . . . behavior” (“Mandatory Labeling Has Targeted,” para. 4).
(*The original heading was Mandatory Labeling Has Targeted Information Gaps and Social Objectives.*)

- c) If paragraph numbers are provided, use them in place of page numbers.

Example: Basu and Jones (2007) suggest the need for an “intellectual . . . cyberspace” (para. 4).

Interviews, Email, and Other Personal Communication:

Do not include personal communication in your reference list. Put the communicator’s name, “personal communication,” and the date the communication took place in the in-text citation only.

Example: (E. Robbins, personal communication, January 4, 2001)

Guidelines for writing the References section:

- Center the word *References* at the top of the first page of this section.
- Double-space all lines.

Note: *To save space, the examples on this tip sheet are not double-spaced.*

- Use a hanging indent for each reference entry.
- Use only the initials of the author's first and middle (if given) names.

Example: Last, F. M.

- Place the date of publication in parentheses following the author's name.

Example: Last, F. M. (2020)

- If no author is given, start with the title and then the date, and alphabetize the entry by the first significant word in the title.
- Only capitalize the first word in a book or journal article title.
- Rules for italics:
 - Italicized: *Title of book. Name of Journal. Volume number*
 - Not italicized: Title of journal article. Issue number, page numbers
- Give surnames/last names and initials for up to and including 20 authors and use an ampersand (&) before the last author. When authors number 21 or more, include the first 19 authors’ names, then insert an ellipsis (...), and add the last author’s name. **Note: This is a change from the 6th edition.**

Examples of how to list common references:

Books

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Publisher Name. DOI (if available)

Book with one author:

Clark, I. L. (2008). *The biological basis of personality*. Taylor & Francis.

Book with two authors:

Broadhead, G. J., & Freed R. C. (2009). *Deflecting immigration: Networks, markets and regulation in Los Angeles*. Melville House.

Electronic version of a print book:

with DOI:

Schiraldi, G. (2001). *The post-traumatic stress disorder sourcebook*. Macmillan. doi: 10.10360071393722

without DOI:

Shotton, M. (1989). *Computer addiction*. Taylor & Francis.

Chapters or Articles in Books

Article in a reference book:

Institution or organization name. (Year). Title of entry. In *Title of reference work* (edition, page numbers). Publisher name.

International working-class movement. (1977). In *Great Soviet encyclopedia*. (Vol. 15, pp. 7686). McMillan.

Article or chapter in a book:

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In E. E. Editor & F. F. Editor (Eds.), *Title of work: Capital letter also for subtitle* (pp. pages of chapter). Publisher. DOI (if available)

Haybron, D.M. (2008). Philosophy and the science of subjective well-being. M. M. Eid & R. J. Larsen (Eds.). *The science of subjective well-being* (pp. 17-43). Guilford Press.

Periodicals

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical*, volume number(issue number), pages. <https://doi.org/xx.xxx/yyyy>

Paper journal article

White, J. R. (1999). The way to use APA: Insider's guide. *Writing Center Market*, 12(3), 21-23.

Online journal article with DOI:

Herst-Damm, K. L. (2005). Volunteer support, marital status, and the survival times of terminally ill patients. *Health Psychology*, 24, 225-229. doi: 10.1037/0278-6133.24.2.225

Online journal article without DOI:

Sillick, T. J., & Schutte, N. S. (2006). Emotional intelligence and self-esteem mediate . . . happiness. *E-Journal of Applied Psychology*, 2(2), 38-48.
<https://scholar.archive.org/work/zneyqv3qsvdkfghdpdzanzcb4y/access/wayback/http://sensoria.swinburne.edu.au:80/index.php/sensoria/article/download/71/100>

Newspaper article:

Schwartz, J. (1993, May 30). Obesity and social status. *The Washington Post*, A1, A4.

Newspaper article, no author:

As prices surge, Thailand pitches OPEC-style rice cartel. (2008, May 5). *The Wall Street Journal*, A9.

Online newspaper article:

Brody, J. (2007, May 1). Mental reserves keep brains agile. *The New York Times*. <https://www.nytimes.com/2007/12/11/health/11iht-11brod.8685746.html>

Magazine article:

Chamberline, J. (2008, May). Enhancing worker well-being: Occupational health. *Monitor on Psychology*, 39(5) 26-29.

Online magazine article:

Clay, R. (2008). Science and ideology: Psychologists fight back. *Monitor on Psychology*, 39(6).
<https://www.apa.org/monitor/2008/06/ideology>

This information was taken from the following:

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). American Psychological Association.

Purdue Writing Lab. (n.d.). *Reference list: Author/authors // purdue writing lab*. Purdue Writing Lab.
https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/reference_list_author_authors.html