

Citing Sources: APA Style



The following citation examples follow the method recommended by the *Publication Manual of the American Psychological Association (APA)*. The *Publication Manual* is the style usually preferred for social science disciplines such as psychology, education, social work, etc.

Refer to the *Publication Manual of the American Psychological Association* for guidelines on citation, paper format, writing style, and how to quote works within your paper. There is a copy of this publication at the Reserve desk in the Lobby. The call number is [BF 76.7 .P83 2001](#). See our **Citing Sources** Web Page for online help at:

<http://www.jsu.edu/depart/library/graphic/cite.htm>

When quoting works within your paper:

● **Use parenthetical citations.** For example:

Phillips (2003) discovered that he could “run faster after eating five banana sandwiches” (p. 25).

“I ran a mile in four minutes after eating five banana sandwiches” (Phillips, 2003, p49).

● **Use block quotes for quotes with 40 words or more.**

● **Quoting from a secondary source.** For example,

Phillips (as cited in Higgins, 2003) concludes that there is a direct correlation between bananas and speed.

Only cite Higgins in the reference list at the end of your paper since you have read the work by Higgins but not the work of Phillips.

● **For Internet documents that do *not* have page numbers but do have paragraph numbers:**

Use the following paragraph symbol: ¶ For example:

Phillips recommends a “ full diet of banana sandwiches and chocolate milk” (2003, ¶ 2).

To make the paragraph symbol in Microsoft Word:

- Click on "Insert"
- Click on "Symbol"
- Click on "Special Characters"
- Click on the "Paragraph" symbol.

Format for the reference list at the end of your paper

Double space your reference list.

Alphabetize references by last name. *If the publication does not have an author, use the first word in the title. If the title begins with an article (e.g., the, a) start with the next word in the title.*

Use hanging indents (see examples below)

After the first line of the citation, indent the following lines **0.5**. This is called a hanging indent. *You can format your references page to create hanging indents in Microsoft Word by following the following steps:*

- Click on "Format"
- Click on "Paragraph"
- Under "Indents and Spacing" click on "Special"
- Click on "Hanging"
- Make sure the indent is set at 0.5

Examples of Reference Citations

Journals

Basic format for journal articles:

Author last name, initials. (year of publication). Title of the article. *Journal Title*, volume number, issue number within the volume, page numbers.

**Notice that only the first word of article titles and books as well as the first word of the subtitle or after the colon are capitalized*

Journal Article

Hartley, D. (1995). The "McDonaldization" of higher education: Food for thought? *Oxford Review of Education*, 21(4), 409-423.

Markwell, J. & Brooks, D. W. (2002) Broken links: The ephemeral nature of educational WWW hyperlinks. *Journal of Science Education and Technology*, 11(2), 105-108.

Six authors or more (this is also how you cite a popular magazine)

"et al." is the Latin abbreviation for *et alii* (and others)

Ratnesar, R., Donley, M., Gribben, S., Fowler, D., Harrison, L., Morse, J., et al. (1999, January 25). The homework ate my family. *Time*, 153(3), 54-62.

Book Review Examples

Slapin, B. (2001). Presenting Wounded Knee in books for children. [Review of the book *Wounded Knee*]. *MultiCultural Review*, 10(4), 54-56.

Weber, Myles. (2000). [Review of the book *Who killed Homer*]. *Southern Humanities Review*, 34(3), 272-275.

Newspaper

Slow start for federal 'No Child' law red tape hinders education effort. (2003, April 4). *The Atlanta Journal Constitution*, p. A1, A4.

Letter to the Editor

Kayllan, M. (2002, October 16). U.S. history textbooks: Dull, jumbled and heavy [Letter to the editor]. *Wall Street Journal*, A21.

ERIC Document

Make sure you include the ERIC Document number (ED) in parentheses at the end of the citation.

Howard, John. (1964). *The hippie college dropout: Final report*. Washington, D.C.: Bureau of Research. (ERIC Document Reproduction Service No. ED027853).

Books

Winterer, C. (2002). *The culture of classicism: Ancient Greece and Rome in American intellectual life, 1780-1910*. Baltimore: Johns Hopkins University Press.

Edited Book

Bresler, L. & Ardichvili, A. (Eds.). (2002). *Research in international education: Experience, theory & practice*. New York: P. Lang.

Chapter out of a book

Inter-Institutional Early Childhood Consortium. (2002). What's wrong with playing cowboys and Indians?: Teaching cultural diversity to preschoolers. In J. Spielberger & B. McLane (Eds.), *Play in practice: Case studies in young children's play* (pp. 56-72). St. Paul, MN: Redleaf Press.

Proceedings

Jones, M. (1998). Future fast forward: Libraries and distance education. *Proceedings of the OCLC Symposium*, 89, 150-155.

Encyclopedia Entry (“Piaget, Jean” is the entry)

Piaget, Jean. In *The Britannica student encyclopedia* (Vol. 14, pp. 230). Chicago: Encyclopedia Britannica.

Electronic Sources

- You must include the **Internet address** for information found on the Internet.
- When using an *aggregated database* such as EBSCOhost's **Academic Search Elite** you only need to list the name of the database. You do *not* need to include an Internet address. In the *ODLIS: Online Dictionary of Library and Information Science*, Joan Reitz defines an **aggregator** as a “bibliographic service that provides online access to the digital full-text of periodicals published by different publishers. Currently, the top three journal aggregators in the United States are EBSCO, Gale Group, and ProQuest” (2002).
- Make sure all links to Internet sources still work before you turn in your paper.

•For aggregated databases (searchable database such as EBSCOhost's ERIC).

Gonzalez, A. (2002). Parental involvement: Its contribution to high school students' motivation. *Clearing House*, 75(3), 132-134. Retrieved April 21, 2003, from EBSCOhost database (ERIC).

Plant, R., & Page, J., Jones, J.P., & Bonham, J. (2003, January 16). Physical graffiti on the classroom desk. *Chronicle of Higher Music Education*. Retrieved April 21, 2003, from EBSCOhost (Academic Search Elite).

•For Web sites

Publication on the Internet

National Education Association. (2002). *Rankings and estimates: Rankings of the states 2001 and estimates of school statistics 2002*. Retrieved April 21, 2003, from the National Education Association Web site:

<http://www.nea.org/edstats/>

Government Publication

National Center for Education Statistics, U.S. Department of Education. (2001). Federal programs for education and related activities. In *Digest of education statistics 2001* (chap. 4). Retrieved April 21, 2003, from the National Center for Education Statistics Web site:

<http://nces.ed.gov/pubs2002/digest2001/>

No date listed. The author is an organization.

National Education Association. (n.d.) *Teacher research reviews*. Retrieved April 21, 2003, from [http://imaginary citation.gov](http://imaginarycitation.gov)

Online Newsletter

Phillips, W., Charnigo, L., Smith, R., Cramer, D., Higgins, M. , Strnad, B., et al. (2002, April). Whole school reform: Ongoing dialogue. *School Reform News*, 5 (5). Retrieved from <http://www.reform./imaginarycite.org>

E-journal (journals published solely online with no print counterpart)

Sadler, W. (2002, April 21). Technology in rural schools. *Technology in Schools*, 15, Article 17. Retrieved April 21, 2003, from <http://technology/imaginarycite.org>.

Proceedings

Smith, C. & Wallace, L. (2003, March 12). *Student use of the Houston Cole Library*. Paper presented at the Jacksonville State University library use conference. Retrieved April 21, 2003, from <http://jsulibraryuse/imaginarycite.edu>

Jacksonville State University's Policy towards Plagiarism

From the JSU Handbook (under "university policies")

Internet Address: <http://www.jsu.edu/depart/handbook/index.html>

I. ACADEMIC HONESTY

In a University community, true knowledge can be gained only through honest means. All academic dishonesty is expressly prohibited. Violations include BUT ARE NOT LIMITED TO, the following actions:

...F. The use of a commercially prepared term paper or research project or the submission of a paper, project, or experiment completed by someone other than the student submitting any of the above for academic credit

...L. Plagiarism, which is the deliberate act of copying, writing, or presenting as one's own the information, ideas, or phrasing of another person without proper acknowledgment of their true source.

...Note: Students may be found in violation of the Academic Honesty Policy through the academic grading procedure as long as notice and hearing are granted and appeal is available and/or through the University Judicial System (See Judicial Procedures, Section III, 1-4)