

APA Style Guide Help Sheet

Consult the Publication Manual of the American Psychological Association (5th ed.) for special situations.

In-Text Parenthetical References

You must give credit in the text to paraphrases of words and ideas as well as to exact quotations.

Three ways to cite sources in the text:

1) Statements followed by the cite in parentheses.

(Exact Quote)

"...mothers who are overly strict and harshly punitive... who strongly show their anger or disappointment with their children, are likely to impede their children's prosocial development" (Hastings et al., 2000, p. 543).

(Exact Quote -- Electronic Source - No page numbers given. Give section and paragraph.)

"...mothers who are extremely strict ...may impede their children's prosocial development (Hastings et al., 2000, Conclusion section, para.4).

(Paraphrase)

Extremely critical mothers might warp children's social development (Hastings et al., 2000). [Note: This is not a good paraphrase. It changes just a few words.]

2) Sentence includes the author(s) with the year in parentheses.

Hastings et al. (2000) found that overly strict mothers...

3) Sentence includes the author(s) and the year.

A 2000 study by Hastings et al. determined that...

Note: For in-text cites, for three, four, or five authors, list all names followed by commas the first time cited and only first author followed by et al. and date for subsequent cites; for six or more authors, use the abbreviation, et al., for all cites.

Cited References Format

The reference list at the end of a paper provides the information needed to locate and retrieve the source documents cited in the paper.

General notes:

- Include only sources that were used in the preparation of the paper.
- Arrange entries in alphabetical order by last name of author.
- Use a hanging indent: the first line is at the left margin; subsequent lines are indented five spaces.
- Double space all entries.
- Double space also between entries.
- Space once after all punctuation.
- Use only the initials of the authors' first and middle names.
- Include the names of all authors, no matter how many.
- List all authors in reverse order: last name, first and middle initials.
- If two or more authors are listed, use an ampersand (&) in front of the last author.
- Use commas after authors' names and before the ampersand.
- If no author is given, start with the title and then the date. Incorporate these into the list in proper alphabetical order, ignoring initial articles.
- Capitalize only the first words of book or article titles; capitalize all important words in the name of a journal.
- Italicize the names of books and periodicals.

Note: These examples are single-spaced to save space. In a paper, entries are double-spaced.

Book

Author, X. X., Author, Y. Y. ,Jr., & Author, Z. Z. (Year). Title: Capitalize only the first word of the title and also of the subtitle and proper names, and italicize the entire title including the period. (If the book is a 2nd or subsequent edition, put the edition in parentheses after the title and before the period). City of publication and state if not well-known city: Publisher.

Stilwell, B. M., Galvin, M. R., & Kopta, S. M. (2000). *Right vs. wrong: Raising a child with a conscience (2nd ed)*. Bloomington: Indiana University Press.

Edited Book

Editor, A. A., Editor, B. B., & Editor, C. C. (Eds.). (Year). Title as for authored book, italicized. City: Publisher.

Sprinthall, N. A., & Mosher, R. L. (Eds.). (1978). *Value development as the aim of education*. Schenectady, N. Y.: Character Research Press.

Chapter in a Book

Author, A. A. (Year). Title of chapter, only initial word capitalized, no underscore, quotation marks, or italic. In A. Editor & B. Editor (Eds.), Title of book, italics. (pp. xxx-xxx). City: Publisher.

Kalish, C. W. (2000). Children's thinking about truth: a parallel to social domain judgments? In M. Laupha (Ed.), *Rights and wrongs: How children and young adults evaluate the world* (pp.6-22). San Francisco: Jossey-Bass.

Journal Article - Continuous Pagination

Author, A. B., & Author, C. D. (Year). Title of article, capitalizing only the first word of title, and first word of subtitle, and proper nouns; no quotation marks, underscore, or italics. Name of the Periodical in Italics and All Important Words Capitalized, volume number, only the number, also italicized, inclusive pages.

Walker, L. J., Hennig, K. H., & Krettenauer, T. (2000) Parent and peer contexts for children's moral reasoning development. *Child Development*, 71, 1033-1048.

Journal Article - Repaginated Issues

Same as Continuous Pagination, except after volume number, (issue number in parentheses), inclusive pages.

Denton, J. (1997). Character and moral development. *Namta Journal*, 22(2), 111-116.

Electronic Journal Article -- PDF (Identical to Print Copy)

Author, A.B., & Author, C.D. (Date). Title of article, capitalizing only the first word of title, and first word of subtitle, and proper nouns; no quotation marks, or italics. Name of the Periodical in Italics and All Important Words Capitalized, volume number, only the number, also italicized, inclusive pages.

Walker, L.J., Hennig, K.H., & Krettenauer, T. (2000). Parent and peer contexts for children's moral reasoning development. *Child Development*, 71, 1033-1048.

Electronic Journal Article -- HTML/Text (Differs from print copy, may not be paginated or contain tables and figures)

Author, A.B. & Author, C.D. (Date). Title of article, capitalizing only the first word of title, and first word of subtitle, and proper nouns; no quotation marks, or italics. Name of the Periodical in italics and All Important Words Capitalized, volume number, only the number, also italicized, inclusive pages. Retrieval statement including date and database.

Elliott-Howard, F.E., DuFrene, D.D., & Daniel, L.G. (1997). The ethical issues rating:

An instrument for measuring ethical orientation of college students toward various business practices. *Educational and Psychological Measurement*, 57, 515-527. Retrieved October 30, 2005, from Expanded Academic ASAP database.

Electronic Article -- Available Only On-line

Author. (Date if available). Title, capitalize only the first word of title, and first word of subtitle, and proper nouns or adjectives; no quotation marks, underscore, or italics. Retrieval statement including date retrieved, department or program if from a large and complex website such as a university or government agency, report number if applicable, and the URL for the document itself; point directly to the document, do not close the URL with a period. If you must put a site on two lines, break before a slash or dot.

Berkowitz, M.W., & Grych, J.H. (1998) Fostering goodness: Teaching parents to facilitate children's moral development. Retrieved October 30, 2005 from The Center for Academic Integrity, Duke University, <http://tigger.uic.edu/~lnucci/MoralEd/articles/berkowitzfostering.html>

Websites

Author and/or source if given. (Date if given). Title in italics. Retrieval statement including date retrieved, department or program if from a large and complex website such as a university or government agency, report number if applicable, and the URL for the document itself; point directly to the document, do not close the URL with a period. If you must put a site on two lines, break before a slash or dot.

University of Illinois at Chicago. *Technology in Higher Education*. Retrieved October 25, 2001, from University of Illinois at Chicago, College of Education, Office for Studies in Technological Progress and Educational Applications Web site: <http://eeyore.umd.edu/~lnucci/Tech/aotm/highered.htm>

ERIC Document

Author, last name first, followed by initials. (Date in parentheses). Title italicized: Only first word of title and subtitle and proper nouns and adjectives capitalized (Report number in parentheses if there is a report number; this is not the ERIC number). City, State postal abbrev. (ERIC Document Reproduction Service No. ED xxx xxx in parentheses) If obtained electronically, add retrieval statement.

McCrary, J. H. (1999). *Children's heroes and heroines: Developing values manifested through artwork*. Paper presented at the annual meeting of the Mid-South Educational Research Association, Point Clear, AL. (ERIC Document Reproduction Service No. ED 437 390) Retrieved October 25, 2005, from ERIC.

Abstract - Same as full source but add the word [Abstract] in brackets after title.

Abstract for dissertation:

Author, last name first, followed by initials. (Date in parentheses). Title, capitalizing only the first word of title, and first word of subtitle, and proper nouns; no quotation marks, underscore, or italics [Abstract]. Name of source underscored or italicized. If electronic, give retrieval statement, Abstract obtained from.....

Fuqua, B.H. (1999). Young children's decisions about naughtiness and punishment in constructivist classrooms [Abstract]. Abstract obtained from Proquest: Dissertation Abstracts International, UMI No. 9920203.

Video

Names of primary contributors if given (Function in parentheses). (Date in parentheses). Title underscored or italicized: Only the first word and proper nouns and adjectives capitalized [Type of material in brackets]. (Available from distributor's name and address in parentheses)

Krigbaum, M. (Producer), & Cox, R.A. (Director). (1977). *Morality: The process of moral development* [Vidocassette]. (Available from Davidson Films, 668 Marsh Street, San Luis Obispo, CA 93401)

Mental Measurements Yearbook

Entire Test Description (online)

Test name as it appears at the beginning of the entry. (Date of the Mental Measurement Yearbook,* not the test publication date). In number Mental Measurements Yearbook. Retrieval statement including date and database.

Defining issues test. (1992). In The eleventh mental measurements yearbook. Retrieved January 31, 2004, from EBSCO Mental Measurements Yearbook database.

Test Review (print)

Last name, first initial of review author. (Year of MMY publication). [Review of the name of test.] In name(s) of MMY editors, The [edition] mental measurements yearbook (pp. xxx-xxx). Lincoln, NE: Buros Institute of Mental Measurements.

Sandoval, J. (2003). [Review of the Woodcock-Johnson III]. In B. S. Plake, J. C. Impara, & R. A. Spies (Eds.), The fifteenth mental measurements yearbook (pp. 1024-1028). Lincoln, NE: Buros Institute of Mental Measurements

Test Review (online)

Last name, first initial of review author. (Year of MMY publication). Review of the name of test. In The [edition] mental measurements yearbook. Retrieval statement including date and database.

Sutton, R.E. (1992). Review of the defining issues test. In the eleventh mental measurements yearbook. Retrieved January 31, 2004, from EBSCO Mental Measurements Yearbook database.

*Dates of Mental Measurements Yearbooks: 9th-1985; 10th-1989; 11th-1992; 12th-1995; 13th-1998; 14th-2001; 15th-2003.