

APA STYLE: THE BASICS

Title Page:

- Header (Upper Right Corner)
 - Brief Title
 - Five Spaces
 - Page Number (Title Page is Page 1)
- Running Head (Upper Left of Page)
 - Running head: BRIEF TITLE IN CAPITALS
- Title and Identification (Center of Page, Double Spaced)
 - Full Title (Balance title over 2 lines rather than go to the far edges)
 - Author(s) Name(s)
 - School (ex. University of North Alabama) or Course Number and Title (ex. EN 099: Basic Writing) – ASK YOUR PROFESSOR
 - Date (Month date, year format) – ASK YOUR PROFESSOR

Documentation:

- Refers to the References list at the end of the paper
- The List
 - is labeled References (centered, no font changes)
 - starts at the top of a new page
 - continues page numbering from the last page of text
 - is alphabetical
 - is double spaced
 - Uses a hanging indent (1/2 inch – can be formatted from the Paragraph dialog box in MS Word)

References:

Koch, Jr., R.T., Crum, K., & Taylor, A. (2007). APA style: The basics. UNA University Writing Center.

Perrin, R. (2007). *Pocket guide to APA style* (2nd ed.). Boston: Houghton Mifflin.

APA formatting and style guide – The OWL at Purdue. (2007). Purdue University Online Writing Lab. Retrieved October 01, 2007, from <http://owl.english.purdue.edu/owl/resource/560/01/>

University of Wisconsin-Madison Writing Center's "APA Overview," available at <http://www.wisc.edu/writing/Handbook/DocAPA.html>

APA STYLE: DOCUMENTATION

Signal Phrases and In-Text Citations

- Signal phrases introduce someone else's work – they signal that the words and ideas that are about to be offered belong to someone other than the author of the paper.
- In-text citations are the parenthetical pieces of information that appear usually at the end of a quote, paraphrase, or summary (though they sometimes appear before).

In-Text Citation

In-text citations are basically the same for print and electronic sources. The main considerations in using text citations are placement and content of source material.

Placement of Citations

You have three options for placing citations in relation to your text.

1. Place the author(s) and date(s) within parentheses at an appropriate place within or at the end of a sentence:
Example: Researchers have pointed out that the lack of trained staff is a common barrier to providing adequate health education (Fisher, 1999) and services (Weist & Christodulu, 2000).
2. Place only the date within parentheses:
Example: Taylor, Keller, and Egan (1997) asked the following research question: "One year after diagnosis with HPV, what advice do affected persons give to newly diagnosed individuals?" (p. 28).

[Note that you need to provide a page number(s) in parentheses for direct quotations. See also p. 5, nos. 16 & 17.]
3. Integrate both the author and date into your sentence:
Example: In 2001 Weist proposed using the Child and Adolescent Planning Schema to analyze and develop community mental health programs for young people.

References

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APA STYLE: DOCUMENTATION (cont.)

Documentation-Authors

- One Author:

Koch Jr., R. T. (2004).

- Two Authors:

Stewart, T., & Biffle, G. (1999).

- Three to Six Authors

Wells, H. G., Lovecraft, H. P., Potter, H. J., Rowling, J. K., & Kirk, J. T. (2005).

- More than Six Authors

Smith, M., Flanagan, F., Judd, A., Burstyn, E., Bullock, S., Knight, S., et al. (2002).

- Same author? List by Year. Same year? Alphabetize by source title and add a letter to the year (1984a).

Documentation-Books

Model:

Author, A. A., & Author, B. B. (Date of publication). *Title of book*. City: Publisher.

Sample:

Perrin, R. (2007). *Pocket guide to APA style* (2nd ed.). Boston: Houghton Mifflin.

Documenting Edited Collections

Model:

Author, A. A., & Author, B. B. (Eds.). (Date of publication). *Title of book*. City: Publisher.

Sample:

McCabe, S. (2005). Psychopharmacology and other biologic treatments. In M. A. Boyd (Ed.), *Psychiatric nursing: Contemporary practice* (pp.124-138). Philadelphia: Lippincott-Williams and Wilkins.

References:

Koch, Jr., R.T., Crum, K., & Taylor, A. (2007). APA style: The basics. UNA University Writing Center.

Perrin, R. (2007). *Pocket guide to APA style* (2nd ed.). Boston: Houghton Mifflin.

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APA STYLE: DOCUMENTATION (cont.)

Documenting Journals

Model:

Author, A. A., & Author, B. B. (Date of publication). Title of article. *Title of Periodical*, volume number(issue number if available), page numbers.

Sample:

Koch Jr., R. T. (2006). Building connections through reflective writing. *Academic Exchange Quarterly*, 10(3), 208-213.

Documenting Online Journals

Model:

Author, A. A., & Author, B. B. (Date of publication). Title of article. *Title of Journal*, volume number. Retrieved month date, year, from <http://www.someaddress.com/full/url/>

Sample:

Kenneth, I. A. (2000). A Buddhist response to the nature of human rights. *Journal of Buddhist Ethics*, 8. Retrieved February 20, 2001, from <http://www.cac.psu.edu/jbe/twocont.html>

Print and Online:

Whitmeyer, J.M. (2000). Power through appointment [Electronic version]. *Social Science Research*, 29, 535-555.

Documenting Websites

Model for an authored document that is a whole site:

Author, A. A., & Author, B. B. (Date of publication). Title of article/document. Retrieved month date, year, from <http://Web address>

Model for an authored page/article from a site:

Author, A. A., & Author, B. B. (Date of publication). Title of article/document. Title of Site. Retrieved month date, year, from <http://www.someaddress.com/full/url/>

Sample (no author, article found on resource website):

Nebraska school nurse honored during 100th Anniversary Celebration. (2007). Answers4Families. Retrieved September 26, 2007, from <http://nncf.unl.edu/nurses/info/anniversary.html>

No Author? List page title or article title first. No page title? List site title.

References:

Koch, Jr., R.T., Crum, K., & Taylor, A. (2007). APA style: The basics. UNA University Writing Center.

Perrin, R. (2007). *Pocket guide to APA style* (2nd ed.). Boston: Houghton Mifflin.

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