Overview of APA style

Where is it used?
APA style is used primarily in the social sciences (e.g., psychology and sociology).

What is distinctive about this citation style?
APA style uses an author-date system for parenthetical citations within the body of a paper:
- For paraphrases and summaries – (author’s surname, year of publication) – e.g., (Smith, 2010)
- For direct quotes – (author’s surname, year of publication, p. page number) – e.g., (Smith, 2010, p. 58)

In the list of references at the end of a document, APA style also replaces authors’ first names with initials to avoid disclosing genders.

Can I use headings to organize my paper?
- APA encourages the use of headings. Put in bold and centre each one.
- Papers in APA style are typically reports on original research. Sections vary but often include abstract, introduction, (literature review), method, results, discussion, references and appendices.

Title page, running head and general formatting
- Include a title page as well as a running head with a shortened version of the title (all caps) at the top left margin of and the page number at the top right margin of every page.
- Your title should clearly state the paper’s subject and include the variables or issues you have selected to study. It should sit approximately halfway down the title page.
- Your second page typically consists of an abstract (a concise summary of your paper). The remainder of your paper begins on page 3.
- Indent the first line of each paragraph by half an inch and double-space your text.

In-text citations for paraphrases or summaries
Even when you paraphrase (use your own words to express an author’s idea), you must credit the author for her own research and ideas. Whenever possible, use a signal phrase in the past or present perfect tense (stated, has stated) to introduce the author and establish her ideas within the context of your paper. For example:

A study by Gaultney (2010) identified a positive correlation between sleep disorders and lower grade point averages among college students.
The strength and flexibility of Canadian children has deteriorated significantly since 1981 (Tremblay, Shields, Gorber, Craig and Janssen, 2010).
According to Brooks and McLoed (2009), . . .
Johnson (2007) has argued that . . .

In-text citations for direct quotations
When you borrow a source’s exact words, enclose them in double quotation marks (for quotes of fewer than 40 words) and add the page reference. For a quote of 40 words or more, set off the quote by indenting it a half inch from the left margin.
Writing provides us with a vehicle “to explore our thoughts and emotions” (Bullock, 2006, p.3).

Lunsford (2011) explained that academic integrity comprises more than simply citing the source of your material:

> Academic integrity calls for you to be faithful not only to the letter of the material you are drawing on but also to its spirit: you need to honour the intention of the original source. For example, if your source says that an event may have happened in a particular way, then it isn’t ethical to suggest that the source says the event absolutely happened that way. (p. 291)

### References

- At the end of your document, include an alphabetized list of sources titled References. If you have multiple sources by the same author, arrange them according to publication dates, listing the earliest (oldest) works first.
- Double-space the page, start entries at the left margin and use a hanging indent of half an inch

#### Sample In-Text Citations (Parenthetical References)

<table>
<thead>
<tr>
<th>One author</th>
<th>Three to five authors</th>
<th>The Bible</th>
<th>Organization as author/section in a web document</th>
<th>Unknown author and internet source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bullock (2006) has described writing as a vehicle “to explore our thoughts and emotions” (p. 3).</td>
<td>Bradley, Ramirez and Soo (2001) insist… (For the first in-text reference)</td>
<td>Jeremiah saw “a boiling pot, tilting away from the north” (Jer. 1:13, New International Version). (Omit the version in subsequent references.)</td>
<td>Incorporating physical activity into your lifestyle can help to “reduce stress levels, increase energy, [and] improve sleep and digestion” (Heart and Stroke Foundation, 2011, para. 2).</td>
<td>The body’s basal metabolic rate, or BMR is a measure of its at-rest energy requirement (&quot;Exercise,&quot; 2003).</td>
</tr>
</tbody>
</table>

#### Sample References

- **Book with one author**

- **Book with multiple authors**

- **The Bible**

- **Organization as author/section in a web document**

- **Unknown author and internet source**

- **Article or chapter in an edited book**

- **Article from an online database**

Where can I go to learn more about APA documentation?

- **APA Style** - [www.apastyle.org](http://www.apastyle.org) - the official website of the American Psychological Association
- **Publication Manual of the American Psychological Association. 6th ed.** – A print copy is available for use at the Writing Centre in room 1065. You can also drop by the Writing Centre for help with APA documentation.

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