

APA Style Samples

Double-space your entire citation list both between and within entries. Note that some professors may prefer single spaced citation!!! Alphabetize sources by author or editor.

Basic Format: 1) Author name or names. 2) Publication date. 3) Title of the work. 4) Publication data
Publication data is specific to the type of publication

- For books: Place of publication and publisher name. Page numbers only if not citing the entire book.
- For ebooks: Information on DOI format in square brackets followed by doi number. If there is no doi, cite the homepage URL (Retrieved from <http://www.naswpressonline.org>). No period at end.
- For journals in print: Name of journal and volume in italics, issue in parentheses if applicable, and page numbers.
- For journals on web or databases: Name of journal and volume in italics, issue in parentheses if applicable, page numbers, and doi. If there is no doi, cite the homepage URL (Retrieved from <http://www.naswpressonline.org>). No period at end.

Other: Use comma and "&" for multiple authors, capitalize first word after colon in titles, hanging indent .5".

1 author
Book

Fukuyama, F. (2002). *Our Posthuman Future: Consequences of the Biotechnology Revolution*.
 New York: Farrar.

1 author
Chapter in book
Multiple editors
2nd edition

Raz, N. (2000). Aging of the brain and its impact on cognitive performance: Integration of structural and functional findings. In F. I. M. Craik & T. A. Salthouse (Eds). *Handbook of aging and cognition* (2nd ed., pp. 1-90). Mahwah, NJ: Erlbaum

Electronic Book
DOI information

Schiraldi, G. R. (2001). *The post-traumatic stress disorder sourcebook: A guide to healing, recovery, and growth* [Adobe Digital Edition version]. doi:10.1036/10071393722

Print Journal
Single issue

Dubeck, L. (1990). Science fiction aids science teaching. *Physics Teacher*, 28, 316-318.

Print Journal

Hill, Annette. (2000). The Language of Complaint. *Media Culture and Society*, 50(4), 233-237

Journal article
Electronic
Databases
Multiple issue
publication

Beck, A. T., Epstein, N., Brown, G., & Steer, R. A. (1988) An inventory for measuring clinical anxiety: Psychometric properties. *Journal of Consulting and Clinical Psychology*, 56, 893-897. doi:10.1037/0022-006X.56.6.893

Report from
Private
Organization

American Psychiatric Association. (2000). *Practice guidelines for the treatment of patients with eating disorders* (2nd ed.). Washington, D.C.: Author.

Newspaper Article

Kundel, D., (2000, November 6). Evidence on Media Violence Still Stands. *The Los Angeles Times*, pp. F3-F5.

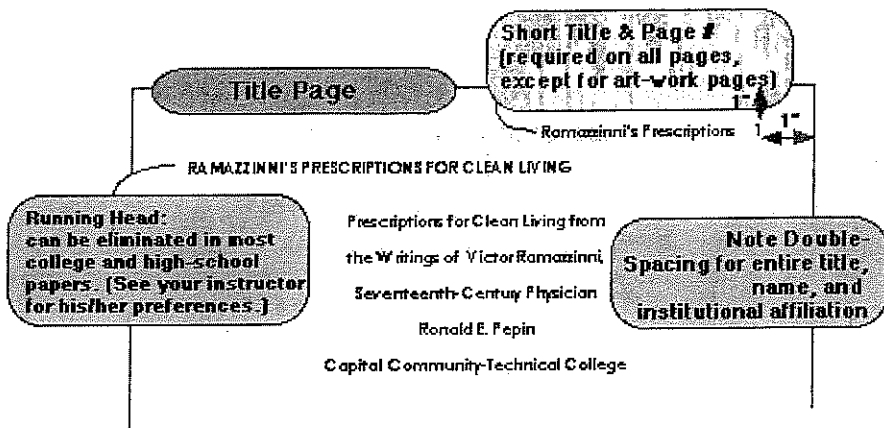
Encyclopedia
Article

Bergman, P. G. (1993). Relativity. In *The new encyclopedia Britannica* (Vol. 26, pp. 501-508). Chicago: Encyclopedia Britannica.

Website

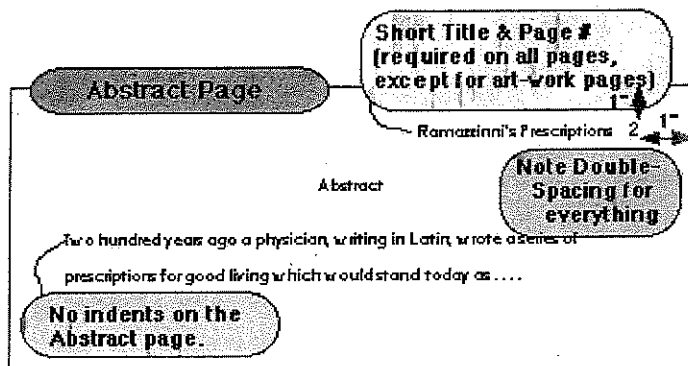
Lynch, T. (1996). DS9 Trials and tribble-ations review. Retrieved September 15, 2009, from Psi Phi: Bradley's Science Fiction Book Club Web site: <http://www.bradley.edu/>

For more information: <http://owl.english.purdue.edu/owl/resource/560/01/> or http://www.dianahacker.com/resdoc/p04_c09_s2.html



M

The title page should have the title of the paper centered on the page. The Short Title and page number appear at the top right of the title page. The student's name appears one double-space below the title. The institutional affiliation (name of the college or high-school for which the paper has been written) appears one double-space below student name.



The Short Title and the number 2 are typed in the upper right-hand corner of the page. The word Abstract is centered as the first line of type on this page.

Headings

Probably three levels of headings will suffice for most college and high-school papers. (Notice the double-spacing within the headings. Bold and other font variants [color, fancy fonts, etc.] are neither required nor appropriate.)

The First Level, Centered with

Uppercase and Lowercase Typing

Second Level, Flush-Left, Underlined Headings

To double-space after a punctuation mark defeats that capability. If you are using a mono-space font (such as Courier), you may consider using two spaces after end-periods and colons, but consult your instructor first.

Exceptions:

- No space after internal periods in abbreviations (a.m., i.e., U.S.).
- No space after the colon in ratios (6:1)

Spacing and Punctuation

The *APA Publication Manual* now calls for one space to appear after all punctuation marks. This is undoubtedly in response to the capabilities of modern word-processing devices to determine the correct aesthetic distance between punctuation marks and subsequent letters. To double-space after a punctuation mark defeats that capability. If you are using a mono-space font (such as Courier), you may consider using two spaces after end-periods and colons, but consult your instructor first.

Exceptions:

- No space after internal periods in abbreviations (a.m., i.e., U.S.).
- No space after the colon in ratios (6:1)

Handling Quoted Material

- Short quotations (fewer than 40 words) are incorporated into the text and enclosed by double quotation marks ("").
- Long quotations of 40 or more words are displayed in a double-spaced block of typewritten lines with no quotation marks. The APA suggests that you *do not single space*; however, some instructors will require that indented quotations be single-spaced, especially when quoting poetry, which loses some of its formal characteristics when double-spaced. Indent five spaces from the left margin and type the entire quotation on the indented margin *without* the usual opening paragraph indentation. If the quotation is more than one paragraph, indent the first line of the second and additional paragraphs five spaces from the already indented margin, approximately an inch from the left margin.
- If you have a quotation within a block quotation, enclose it in double ("") quotation marks. If you have a quotation within a short quote (one incorporated within the text), enclose it within single quotation marks (').
- Ellipsis points are used to indicate omitted material. Type three periods with a space before and after each period to indicate omission within a sentence (...). To indicate an omission between sentences type a punctuation mark for the sentence followed by three spaced periods (. ...) (? ...) (! ...). Your date processing software probably provides especially typed characters that will create ellipses that will not be broken, inappropriately, at the end of a line.
- When a period or comma occurs with closing quotation marks, place the period or comma within the closing quotation mark. Put any other punctuation mark outside the quotation marks unless that mark is part of the quoted material.

Making Corrections on the Manuscript

Nowadays, with the use of modern word processing equipment, making corrections after something is printed is usually unnecessary. Your paper should be — essentially — perfect. Do not sacrifice entire forests to avoid inserting a comma, however!

- Do not use correction paper, fluid, or tape to cover and type over an error.

- Insert a typed correction directly above the word or line to be corrected (not in the margin).
- Retype the page if it has many corrections.
- Renumber the pages if a page must be inserted or removed after the numbering is completed.
- Do not number inserted pages with, for example, "4a."
- Do not type vertically in the margin.
- Do not strike over a letter.
- Do not type inserts on slips and attach them to pages.
- Do not write on the manuscript.

ABOUT REFERENCES

Single-Author Book & Part of a Book

Alvarez, A. (1970). *The savage god: A study of suicide*. New York: Random House.

Garner, B. A. (2003). *Garner's Modern American Usage*. New York: Oxford University Press.

Reference: Book with Two or More Authors

Natarajan, R., & Chaturvedi, R. (2003). *Geology of the Indian Ocean Floor*. Hartford, CT: Merganser University Press.

Ligon, M., Carpenter, K., Brown, W., & Milsop, A. (1983). Computers in the world of business communications. Hartford, CT: Capital Press.

Book Without Author or Editor Listed

Webster's New Collegiate Dictionary. (1961). Springfield, MA: G. & C. Merriam.

Multi-Volume Work

Nadeau, B. M. & Darling, J. M. (Eds.). (1994–2003). *Studies in the history of cutlery* (Vols. 4–6). Utica, NY: Mohican Valley-River Press.

What if I'm using a quote that I discover in a SECONDARY RESOURCE

Secondary Resources

O'Connor, C. O. & DeLoatch, K. L. (2003). Whatever happened to the humanities? In I. Rubenzahl (Ed.), *Studies in Byzantine Intrigue* (pp. 235–278). Hartford, CT: Merganser University Press.

Dictionary

Shorter Oxford English dictionary (5th ed.). (2002). New York: Oxford University Press.

Reference: Dissertation or Dissertation Abstract

When you have used an abstract of the dissertation found on microfilm in *Dissertation Abstracts International (DAI)*. If you are using a microfilm source, include in parentheses at the end of your entry, the university microfilm number.

Darling, C. W. (1976). Giver of due regard: the poetry of Richard Wilbur. *Dissertation Abstracts International*, 44, 4465. (AAD44-8794)

Enrollment Classroom Lecture

Like personal interviews and phone conversations, material presented in a classroom lecture is regarded as non-retrievable data. A lecture, therefore, should be cited within the text but *not* be included in your References. The model below could also be used for more formal lecture settings.

In an Introduction to Literature lecture at Capital Community College on April 14, 2004, Professor Charles Darling described William Carlos Williams' poem as a barnyard snapshot (C.W. Darling, ENG 102 lecture, April 14, 2004).

If the lecturer distributed material at the lecture, you could cite that resource in your References:

Darling, C.W. (2004, April). Images at Work in the Poetry of William Carlos Williams. Outline presented in a classroom lecture at Capital Community College, Hartford, CT.

Electronic and Online Resources

Electronic correspondences, such as e-mail or discussions on bulletin boards or discussion groups, is regarded by the APA as personal communication (like phone conversations or memos), because it is not recoverable by others. Personal communications are cited only within the text and not on the reference page.

However, if the information is, in fact, retrievable, the following elements are necessary for the reference page:

Author(s), I. (date —or "n.d." if not date is posted). Title of work. (Online), date retrieved. Name of Database or Internet address of the specific document. Specify URL exactly. [Do not end your entry with a period when ending with an URL.]

The *date* should be the year of publication or the most recent update. If the date of the source cannot be determined, provide the exact date you retrieved the information on the Internet.

The path information should be sufficient for someone else to retrieve the material. For example, specify the method used to find the material: the protocol (HTTP, Telnet, FTP, etc.), the directory, and the file name. *Do not end the path statement with a period after a file name or Web address.*

You can cite an entire Web site within your text, but do not include it in your list of References. For instance, you could say something incredibly profound you learned from this Web page, and cite the URL at the end of the paragraph (<http://www.ccc.commnet.edu/apa/>). If a line-break is necessary when you cite an URL, make the break immediately after a slash mark and carefully avoid the insertion of a hyphen where none is appropriate.

Electronic Database

Reference: Government Documents

Report from the Government Printing Office, corporate author.

Example:

National Institute of Mental Health. (1982). *Television and behavior: Ten years of scientific progress* (DHHS Publication No. A 82-1195). Washington, DC: U.S. Government Printing Office.

Reports from a Document and Deposit Service (NTIS, ERIC) other than U.S. government

Examples:

Tandy, S. (1980). *Development of behavioral techniques to control hyperaggressiveness in young children* (CYC Report No. 80-3562). Washington, DC: Council on Young Children. (NTIS No. P880-14322).

Gottfredson, L. S. (1980). *How valid are occupational reinforcer pattern scores?* (Report No. CSOS-R-292). Baltimore, MD: Johns Hopkins University, Center for Social Organization of Schools. (ERIC Document Reproduction Service No. ED 182 465)

Annotated Bibliography

An annotated bibliography will have the same basic layout as a Reference page. There are three major differences, however. First, you can include in your bibliography works that you think would be useful to your reader that you might not have used in the writing of this particular paper or article. Second, you can break down the references into useful categories and arrange those categories in ways that you think would be helpful to your reader. Third, you can add commentary to the references, telling your reader the particular virtues (or, if necessary, the shortcomings) of that resource. Commentaries should be concise, economical summaries, written in sentence fragments; if related, fragments should be connected with semicolons. The commentary should begin on a new line, indented slightly from the preceding line.

Example:

National Institute of Mental Health. (1982). *Television and behavior: Ten years of scientific progress* (DHHS Publication No. A 82-1195). Washington, DC: U.S. Government Printing Office.

Parenthetical Citation

The APA system of citing sources indicates the author's last name and the date, in parentheses, within the text of your paper.

A. A typical citation of an entire work consists of the author's name and the year of publication.

Example:

Charlotte and Emily Bronte were polar opposites, not only in their personalities but in their sources of inspiration for writing (Taylor, 1990).

Use the last name only in both first and subsequent citations, except when there is more than one author with the same last name. In that case, use the last name and the first initial.

B. If the author is named in the text, only the year is cited.

Example:

According to Irene Taylor (1990), the personalities of Charlotte. . .

C. If both the name of the author and the date are used in the text, parenthetical reference is not necessary.

Example:

In a 1989 article, Gould explains Darwin's most successful. . .

D. Specific citations of pages or chapters follow the year.

Example:

Emily Bronte "expressed increasing hostility for the world of human relationships, whether sexual or social" (Taylor, 1988, p. 11).

E. When the reference is to a work by two authors, cite both names each time the reference appears.

Example:

Sexual-selection theory often has been used to explore patters of various insect mating (Alcock & Thornhill, 1983) ... Alcock and Thornhill (1983) also demonstrate ...

F. When the reference is to a work by three to five authors, cite all the authors the first time the reference appears. In a subsequent reference, use the first author's last name followed by et al. (meaning "and others").

Example of a subsequent reference:

Patterns of byzantine intrigue have long plagued the internal politics of community college administration in Texas (Douglas et al., 1997)

When the reference is to a work by six or more authors, use only the first author's name followed et al. in the first and all subsequent reference. The only exceptions to this rule are when some confusion might result because of similar names or the same author being cited. In that case, cite enough authors so that the distinction is clear.

G. When the reference is to a work by a corporate author, use the name of the organization as the author.

Example:

Retired officers retain access to all of the university's educational and recreational facilities (Columbia University, 1987, p. 54).

H. Personal letters, telephone calls, and other material that cannot be retrieved are not listed in References but are cited in the text.

Example:

Jesse Moore (telephone conversation, April 17, 1989) confirmed that the ideas. ...

I. Parenthetical references may mention more than one work, particularly when ideas have been summarized after drawing from several sources. Multiple citations should be arranged as follows.

Examples:

1. List two or more works by the same author in order of the date of publication:
(Gould, 1987, 1989)
2. Differentiate works by the same author and with the same publication date by adding an identifying letter to each date:
(Bloom, 1987a, 1987b)
3. List works by different authors in alphabetical order by last name, and use semicolons to separate the references:
(Gould, 1989; Smith, 1983; Tutwiler, 1989).

Difference Between MLA and APA

• Categorized under **Language | Difference Between MLA and APA**



MLA vs. APA

There are distinct styles of writing research papers that are followed across the world. Most of the researchers follow mainly two types of writing format, namely MLA and APA. While research papers in the Humanities and Liberal Arts adhere to the MLA style, the papers in Social Sciences follow the APA style of writing.

What is the difference between these two styles? An APA style research paper includes the following sections: Title page, Abstract, Main Body and References. The Title page contains the paper title, byline and the institute/organization to which the author is affiliated to. The APA guidelines also emphasizes on the use of running head and page numbers on the Title page.

The Abstract begins with a new page. The title 'Abstract' should be written in the centre of the page. The Page Header should appear by default on the Abstract page. The content on this page should provide a concise summary of the key

topics in the paper with a word count not exceeding 200. It is also a good practice to list the keywords at the end of the Abstract.

While writing the Main Body, the focus should be on the visual appeal of the content. The APA guidelines suggest usage of tables and graphs and other visual aids that are easy to decipher to support the content.

The Reference section should contain an alphabetical listing of all references that the author consulted during the research. The list of references must have a title which should be centered from the top of the page and should be double spaced. In contrary to the APA style, the MLA style of writing doesn't encourage the use of a separate Title page. The upper left-hand corner of the first page should contain the names of the author, instructor and the course apart from the date. The MLA guidelines emphasize on the use of double-spaced text in the first page.

The page numbers should appear on the upper right hand corner. The MLA style of writing encourages the use of numbered section headings in the main content. The list of references is provided in the Works Cited page after the content pages. The references are numbered and the author's last name should be alphabetized. Here again, the use of double-spaced text is encouraged. The reference title should be underlined or enclosed in quotation marks.

Both MLA and APA styles of writing have their own unique features. There are researchers who advocate the MLA style of writing because it helps in easier organization of content and is the most common style used. However, there are also researchers who prefer the APA style because it focuses on presenting important scientific literature in a professional way.

Summary:

- 1.MLA style is preferred in Humanities and Liberal Arts category whereas APA style is used in Social Sciences.**
- 2.MLA style does not include separate title page while APA style provides a separate title page.**
- 3.References are listed in Work Cited page in MLA style whereas the APA style has a Reference page.**
- 4.APA style focuses on supporting the content with visual aids whereas MLA style does not advocate the use of such aids.**