



WILLIAM L. ADAMS
CENTER FOR WRITING

APA STYLE GUIDE

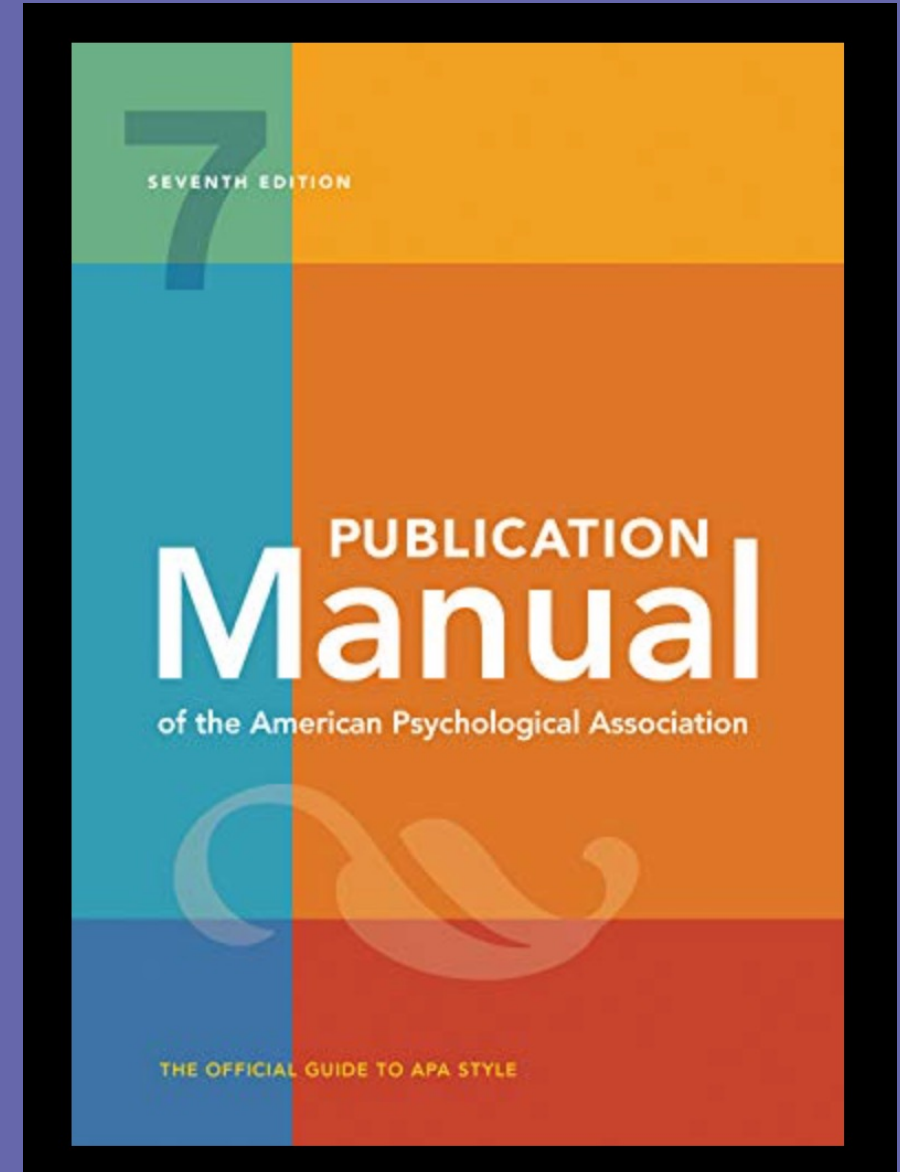
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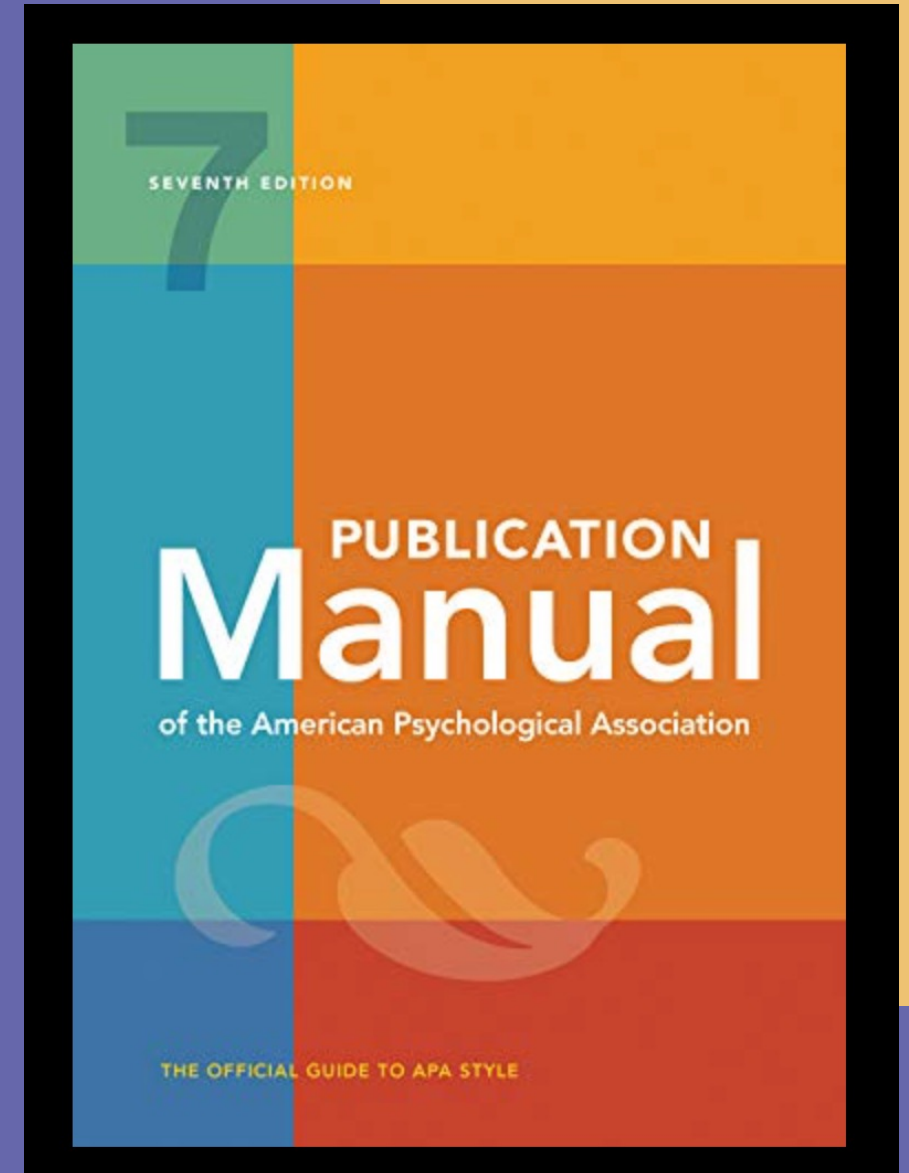
WHAT IS APA STYLE?

- APA Style refers to a system of documentation used by the American Psychological Association.
- APA Style is often a requirement of research essays and course papers written in the sciences, medical fields, and business.
- APA Style emphasizes the names of researchers and how current the research is by including authors and years in parenthetical citations: (Hart, 2016).



KEY CHARACTERISTICS

- A separate title page
- A 12-point, serif font such as Times New Roman or sans serif such as Arial
- Parenthetical citations that emphasize author and timeliness: (Smith, 2020)
- Page numbers cited only with direct quotations
- Block quotes of 40+ words
- "Sentence case rules" for capitalization of article and book titles



APA TITLE PAGE

- APA distinguishes between professional papers and student papers. The title page shown here is an example for a student course paper .
- Note the placement of the following: page number, title, student's name, institutional affiliation, course information, professor's name, and the date.

1

Mapping the Psychological Galaxy: Jung and the Collective Unconscious

Neeley Nix

Department of Psychology, Texas Christian University

Psychology 10213: Introduction to Psychology

Dr. David Morris

June 22, 2019

5

IN-TEXT (PARENTHETICAL) CITATIONS

- APA parenthetical citations pair author last names with years of publication to enable readers to match that content to the source in the alphabetized reference list.
- Cite in-text all material that you quote, paraphrase, or summarize.
- Each source cited in-text must also appear in the reference list at the end of the paper.
- Include page numbers only when quoting directly.

Sevoflurane efficacy is contingent on many variables (Smith, 2008).

(Smith & Jones, 2009)

(Smith, Jones, & Brown, 2010)

(Smith et al., 2012)

(Jones, 2022, p. 17)

NARRATIVE CITATIONS

Narrative citations incorporate author names and publication years into the fabric of sentences.



Hossain (2012) first linked open-source data platforms such as *Wikipedia* to C.G. Jung's idea of a collective unconscious.

Hossain's 2012 study linked open-source data platforms such as *Wikipedia* to C.G. Jung's idea of the collective unconscious.

EXCEPTIONS

- If an online source is not paginated, use paragraph numbers, or direct readers to the source by its title.
- If a source does not have a date, consider the “no date” option.

(Marshall, para. 13)

(Marshall, 2016, “Tort Reform”).

(Marshall, n.d.).

FORMATTING DIRECT QUOTATIONS

- Use a signal phrase to set up your quote and provide context or attribution.
- Quotations may be broken in two.
- All in-text citations for direct quotations from paginated sources must include page numbers.

Jansen noted, "Efficacy of sevoflurane is high in certain established scenarios"(2016, p. 122).

"Efficacy of sevoflurane is high," one study noted, "in certain established scenarios"(Jansen, 2016, p. 122).

(Jansen, 2016, p. 122)

BLOCK QUOTATIONS

- If a direct quotation exceeds 40 words in length, format it as a block quote by indenting the entire passage 5 spaces.
- Omit quotation marks in block quotations.
- As with paraphrase or summary, all block quotes require signal phrases and proper citation at the close of the quotation.
- Place the end punctuation at the end of the sentence but before the citation.

As one analyst of open-source, collaborative web projects has written,

Perhaps one of the greatest indications of the collective at work is the recent surge of open-source projects. None of the projects have garnered more attention and widespread appeal than that of Wikipedia. . . This is the premise behind the open-source movement, where the cognitive processes underlying the creation of such resources have been distributed among many. (Hossain, 2012, p. 107)

5 LEVELS OF HEADINGS

APA allows 5 levels of headings that act as transitions between sections of a document to convey the overall organization and structure of an argument.

APA, 2.27

Level 1: **Centered, Boldface, Uppercase and Lowercase**

Level 2: **Flush Left, Bold Face, Title Case**

Level 3: *Flush Left, Italics, Title Case*

Level 4: **Indented 5 spaces, Bold, Title Case, Period.**

Level 5: ***Indented 5 Spaces, Bold, Italics, Period.***

THE REFERENCE LIST

- Begin the reference list on a new page. Alphabetize each entry by author surnames.
- Begin an entry flush left, but indent subsequent lines by 5 spaces, for a “hanging indent.”
- Each entry should correspond to a citation in the text of the paper.

References

- Boechat, W. (2022). The collective unconscious. *International Association for Analytical Psychology*. <https://iaap.org/the-collective-unconscious-2/>
- Dawkins, R. (1989). *The selfish gene*. Oxford University Press.
- Jung, C.G. (2009). *The red book*. (S. Shamdasani, Ed.) W.W. Norton & Company.
- Hossain, S. (2012). The internet as a tool for studying the collective unconscious. *Jung Journal: Culture & Psyche*, 6(2), 103–109. <https://doi.org/10.1525/jung.2012.6.2.103>

ANNOTATIONS

- If the assignment requires an annotation, avoid repeating the publication information already included in the entry.
- Briefly summarize the source's main ideas and relevance to your research topic.
- Maintain the "hanging indent" of 5 spaces for the entire annotation.

Hossain, S. (2012). The internet as a tool for studying the collective unconscious. *Jung Journal: Culture & Psyche*, 6(2), 103–109, <https://doi.org/10.1525/jung.2012.6.2.103>

This article explores Jung's idea of a collective unconscious through analysis of proximal influence as "contagion" across social networks, or whether there may be some "hidden intervening variable" that causes ideas to spread in certain patterns. Hossain examines various open-source theoretical models (like Wikipedia), including chaos theory, and cites Clay Shirky's concept of cognitive surplus.

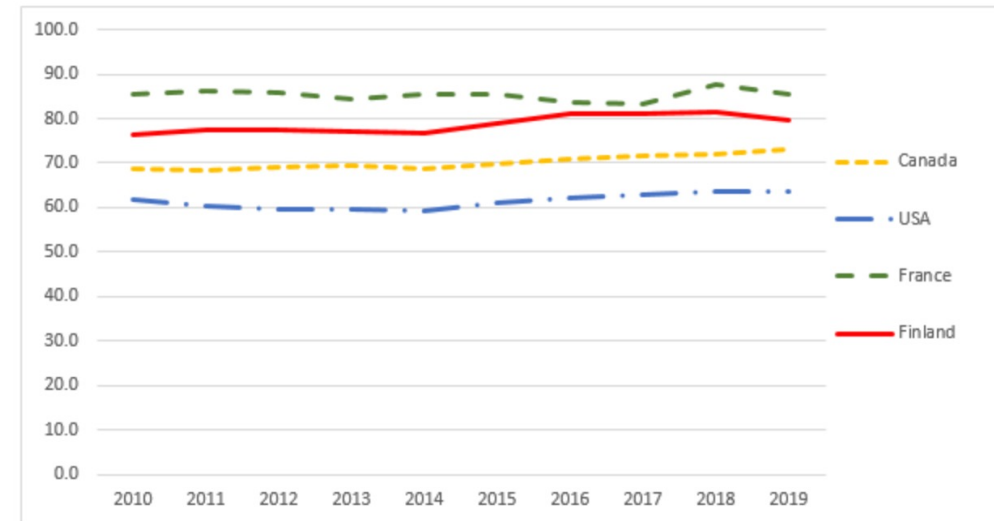
FORMATTING FIGURES

- You may place figures (images) at the end of your paper or incorporate them into the text of your paper.
- Number all figures sequentially in boldface Arabic numerals, accompanied by a brief, clear title in italics.
- If you quote or adapt a figure, acknowledge the source and copyright in a note below.

APA, 7.1-7.21

Figure 2

Meat Consumption Trends in Selected Countries 2010-2019 (kg Per Capita)



Note. The data for Canada and USA are from “[Statistical data on market sizes of fresh food]”, by Euromonitor, 2020, *Passport*. Copyright 2020 by Euromonitor International. The data for France are from *Consommation des Produits Carnés en 2019* (p. 12), by FranceAgriMer, 2020, (<https://www.franceagrimer.fr/content/download/64994/document/STA-VIA-Consommation%20des%20produits%20carn%C3%A9s%20en%202019.pdf>). Copyright 2020 by FranceAgriMer. The data for Finland are from *Consumption of Food Commodities per Capita by Year and Commodity*, by Natural Resources Institute Finland, 2020, (<http://statdb.luke.fi/PXWeb/sq/d1b368d7-9c07-4efd-b727-13e57db90ee6>). Copyright 2020 by Helsinki: Natural Resources Institute Finland.

FORMATTING TABLES

- Tables may be placed at the end of your paper or incorporated into your paper.
- All tables must be numbered sequentially in boldface Arabic numerals, accompanied by a brief, clear title in italics: **Table 3:** *Cost Analysis*.
- If you are reproducing or adapting figures or tables using another source, you must acknowledge the copyright of the source in a note below the figure.

Table 2

A summary table of the cars dataset.

Variables	Cars 1				Cars 2			
	Mean	SD	Min	Max	Mean	SD	Min	Max
speed	15.40	5.29	4.00	25.00	15.40	5.29	4.00	25.00
dist	42.98	25.77	2.00	120.00	42.98	25.77	2.00	120.00

Note. This table was created using `apa_table()`

USING “CALLOUTS”

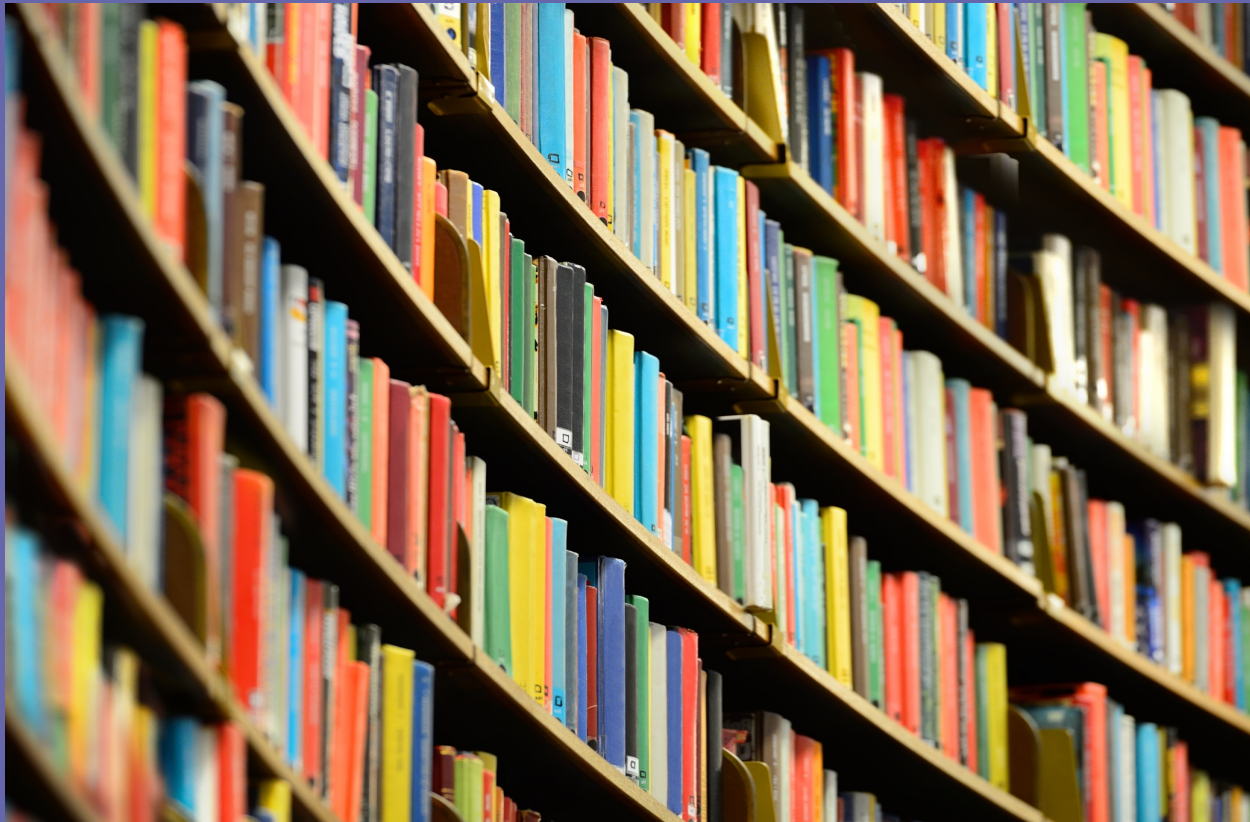
- Do not use directional words such as “above” or “below” to refer to figures or tables in your paper.
- Refer to figures and tables only by their numbers and titles. This is known as a “callout.”
- Every figure or table included must have a callout in the paper; every callout must correspond to a figure.

APA, 2.13, 7.5

Figure 3 depicts the effects of three random variables on the efficacy of sevoflurane in pediatric use.

For a graphic breakdown of McNair’s 2021 data set, refer to Table 1: *Effects of Three Random Variables on Pediatric Efficacy of Sevoflurane*.

COMMON APA REFERENCE TYPES



APA Publication Manual, 7th edition

JOURNAL ARTICLE WITH DOI

APA, 10.1

Hamer, K., Stamatakis E., & Steptoe, A. (2009). Dose-response relationship between physical activity and mental health: The Scottish Health Survey. *British Journal of Sports Medicine*, 43(14),1111-4.
<http://dx.doi.org/10.1136/bjism.2008.046243>

- Parenthetical citation: (Hamer et al., 2009)
- Narrative citation: Hamer et al. documented the positive correlation in 2009...

JOURNAL ARTICLE WITH URL

APA, 10.1

Parsons, E. (1918). Nativity myth at Laguna and Zuni. *Journal of American Folklore*, 31(120), 256-263.
<https://www.jstor.org/stable/534877>

- Parenthetical citation: (Parsons, 1918)
- Narrative citation: Elsie Clews Parson documented Zuni nativity myths in 1918...

PUBMED JOURNAL ARTICLE

Note: APA prefers DOIs to PubMed numbers, but some journals do include them.

APA, 10.1

Liu, G., Lin, Q., Jin, S., & Gao, C. (2022). The CRISPR-Cas toolbox and gene editing technologies. *Molecular Cell*, 82(2), 333–347. <https://doi.org/10.1016/j.molcel.2021.12.002>

- Parenthetical citation: (Liu et al., 2022)
- Narrative citation: Liu et al. (2022) surveyed current CRISPR-Cas gene editing...

BOOK WITH ONE AUTHOR (PRINT)

APA, 10.2

Pollan, M. (2006). *Omnivore's dilemma: A natural history of four meals*. The Penguin Press.

- Parenthetical citation: (Pollan, 2006)
- Narrative citation: Pollan described "our national eating disorder" in 2006...

E-BOOK FROM A DATABASE

APA, 10.2

Nestle, M. (2013). *Food politics: How the food industry influences nutrition and health*. University of California Press. <http://www.jstor.org/stable/10.1525/j.ctt7zw29z>

- Parenthetical citation: (Nestle, 2013)
- Narrative citation: Marion Nestle (2013) described the “pay for play” trend in...

BOOK WITH MORE THAN ONE AUTHOR

APA, 10.2

Woodward, B. & Bernstein, C. (1974). *All the president's men*. Simon and Schuster.

- Parenthetical citation: (Woodward & Bernstein, 1974)
- Narrative citation: In 1974, Bob Woodward and Carl Bernstein published ...

CHAPTER IN AN EDITED BOOK

APA, 10.2

Haworth, H. (2019). The fading stars: A constellation. In Jaime Greenring, (Ed.), *Best American science and nature writing 2019*. Mariner/Houghton Mifflin Publishing.

- Parenthetical citation: (Haworth, 2019)
- Narrative citation: Holly Haworth's 2019 essay on constellations pointed the way to...

ONLINE MAGAZINE ARTICLE

APA, 10.1

Twenge, J. (2017, September 15). Have smartphones destroyed a generation? *The Atlantic*.
<https://www.theatlantic.com/magazine/archive/2017/09/has-the-smartphone-destroyed-a-generation/534198>

- Parenthetical citation: (Twenge, 2017)
- Narrative citation: Jean M. Twenge (2017) analyzed social effects of smartphones ...

BLOG POST

APA, 10.16

Gioia, T. (2022, March 19). The case for super vinyl. *The honest broker*. Substack.
<https://tedgioia.substack.com/p/the-case-for-super-vinyl?s=r>

- Parenthetical citation: (Gioia, 2022)
- Narrative citation: Ted Gioia (2022) argues that music on vinyl is not merely...

ARTICLE ON A WEBSITE

APA, 10.16

Gotbrath, L. (2022, March 23). What counts as a war crime and why they are so hard to prosecute. *Axios*. <https://www.axios.com/2022/03/22/russia-putin-war-crimes-icc-ukraine>

- Parenthetical citation: (Gotbrath, 2022)
- Narrative citation: War crimes, Gotbrath (2022) maintains, are not always...

WEBSITE WITH A RETRIEVAL DATE

APA, 10.16

Provide a retrieval date when citing a web-based source whose url is likely or intended to change. Note: some citation generators provide them automatically whether necessary or not.

Centers for Disease Control. (2022, March 9). Self-testing at home or anywhere.

Retrieved on June 10, 2022, from <https://www.cdc.gov/coronavirus/2019-ncov/testing/self-testing.html>

- Parenthetical citation: (Centers for Disease Control [CDC], 2022)
- Narrative citation: In March 2022, the Centers for Disease Control (CDC) issued guidance on home testing...

ONLINE NEWSPAPER ARTICLE

APA, 10.1

Blow, C. (2022, June 8). America's "psychic numbing" to gun violence. *The New York Times*.

<https://www.nytimes.com/2022/06/08/opinion/numbing-gun-violence.html>

- Parenthetical citation: (Blow, 2022)
- Narrative citation: Charles Blow (2022) notes as we become desensitized to...

DICTIONARY OR ENCYCLOPEDIA ONLINE

APA, 10.3

Merriam-Webster. (n.d.). Trauma. In *Merriam-Webster.com dictionary*. Retrieved June 13, 2022, from <https://www.merriam-webster.com/dictionary/trauma>

- Parenthetical citation: (Merriam-Webster, n.d.)
- Narrative citation: The current *Merriam-Webster* definition of "trauma" includes.....

AGENCY OR GROUP-AUTHORED REPORT

APA, 10.4.51

UNESCO World Water Assessment Programme. (2022). *The United Nations world water development report 2022: Groundwater: Making the invisible visible*. <https://unesdoc.unesco.org/ark:/48223/pf0000380721>

- Parenthetical citation: (UNESCO, 2022).
- Narrative citation: UNESCO (2022) issued a global meta-analysis of groundwater

FILM OR VIDEO

APA, 10.12

Orlowsky-Yang, J. (Director). (2020). *The social dilemma* [Film]. Exposure Labs.

- Parenthetical citation: (Orlowsky-Yang, 2020)
- Narrative citation: In a 2020 documentary, Orlowsky-Yang analyzed social media...

YOUTUBE OR STREAMING VIDEO

APA, 10.12.90

United Nations. (2021, April 21). Climate change for kids [Video]. YouTube.
<https://www.youtube.com/watch?v=WkvPdUtYhX8>

- Parenthetical citation: (United Nations, 2021)
- Narrative citation: The UN clarified its position in its 2021 film for children...

SONG OR TRACK ON AN ALBUM

APA, 10.13

Anderson, L. (1981). O superman [Song]. On *Big science*. Warner Bros. Records.

- Parenthetical citation: (Anderson, 1982)
- Narrative citation: Laurie Anderson's *O Superman* (1981) captured the decade's...

PODCAST EPISODE

APA, 10.13

Winfrey, O. (Host). (2020, Sept. 16) *Beyonce*. (No. 290) [Audio podcast episode]. In *Oprah's Super Soul*. Harpo Productions. <https://super-soul.simplecast.com/episodes/beyonce-JxZiHEvg>

- Parenthetical citation: (Winfrey, 2020)
- Narrative citation: In a 2020 podcast hosted by Oprah Winfrey,...

TED TALK / WEBINAR

APA, 10.12.88

Gates, B. (Host). (2022, April 22). *We can make COVID the last pandemic* [Video]. TED Conferences. https://www.ted.com/talks/bill_gates_we_can_make_covid_19_the_last_pandemic

- Parenthetical citation: (Gates, 2022)
- Narrative citation: Bill Gates (2022) proposed to end the current pandemic by...

RADIO BROADCAST

APA, 10.13

Nelson, D., & Silva, N. (2018, September 26). *The keepers of the underground: The hip-hop archive at Harvard* [radio broadcast]. NPR. <https://www.npr.org/people/5252035/the-kitchen-sisters>

- Parenthetical citation: (Nelson & Silva, 2018)
- Narrative citation: Nelson and Silva (2018) devoted a radio broadcast to Harvard's hip-hop archive...

POWERPOINT FROM A CLASS WEBSITE

APA, 10.14

Sanders, C. (2021, March 21). *Modernization and its discontents: Europe in 1789*. [PowerPoint slides]. <https://tcu.brightspace.com/d2l/home>

Parenthetical citation: (Sanders, 2021)

Narrative citation: Sanders (2021) made the case that modernization was...

FEDERAL STATUTE

APA, 11.5

Lilly Ledbetter Fair Pay Act of 2009, pub L. no. 111-2, 123 Stat. 5 (2009).

- Parenthetical citation: (Lilly Ledbetter Fair Pay Act, 2009)
- Narrative citation: With the passage of the Lilly Ledbetter Fair Pay Act in 2009...

SUPREME COURT DECISION

APA, 11.1

Brown v. Board of Education, 347 U.S. 483 (1954).
<https://www.oyez.org/cases/1940-1955/347us483>

Parenthetical citation: (*Brown v. Board of Education*, 1954)

Narrative citation: *Brown v. Board of Education* (1954) was a pivotal moment...