BASICS OF APA STYLE FOR IN TEXT CITATIONS & REFERENCES

This guide is intended to assist you with APA Style and format for citing references in text and in your reference list. It is meant as a supplement to the *Publication Manual of the American Psychological Association*, 6th edition and the *APA Style Guide to Electronic References*, 6th edition.

I. Citing References in Text

APA Style uses the **author-date citation system** to cite references in text. The complete references for anything you cite in text are listed alphabetically in the reference list at the end of your paper. Only two kinds of materials are cited only in your text (and not listed in the reference list): classical works like the Bible and the Qur’an and references to personal communication.

To cite in text, you will include the author’s surname (last name) and the year of publication. Direct quotations should include the page number or specific location of the phrase/sentence in the original work (like the paragraph number).

When there is no identified author, you will cite in text the first few words of the reference list entry and the year. You will usually use the title. Put double quotation marks around the title of an article, book chapter, or a webpage. You will italicize the title of a journal/magazine, a book, a brochure, or a report.

**Author Basics**

**One Author: Author (year), (Author, year)**

- First citation in text: Abbott (2007)
- Subsequent citations in text: Abbott (2007)
- First parenthetical citation in text: (Abbott, 2007)
- Subsequent parenthetical citations in text: (Abbott, 2007)
Two Authors: Author and Author (year), (Author and Author, year)

- First citation in text: Ross and Furno (2011)
- Subsequent citations in text: Ross and Furno (2011)
- First parenthetical citation in text: (Ross & Furno, 2011)
- Subsequent parenthetical citations in text: (Ross & Furno, 2011)

Three to Five Authors: Author, Author, and Author (year), (Author, Author, & Author, year)

- First citation in text: Johnson, Sproles, and Detmering (2011)
- Subsequent citations in text: Johnson et al. (2011)
- First parenthetical citation in text: (Johnson, Sproles, & Detmering, 2011)
- Subsequent parenthetical citations in text: (Johnson et al., 2011)

Six or more Authors: Author, et al. (year), (Author, et al., year)

- First citation in text: Johnson, et al. (2009)
- Subsequent citations in text: Johnson et al. (2009)
- First parenthetical citation in text: (Johnson, et al., 2009)
- Subsequent parenthetical citations in text: (Johnson et al., 2009)

Citing a Secondary Source

Though you should try to avoid citing secondary sources, there are times when you do not have access to the original source. In your references list, you will provide a reference to the source that you read (the secondary source). In your text, you will name the original work and cite the secondary source.

Example: In Indexing A to Z, Wellisch had described the publishing industry as “among the most conservative enterprises in modern society” (as cited in Bell, 1998).
In the References list, the secondary source is provided:


**Things to Note**

- The phrase “et al.” as seen in the citation for three or more authors is a Latin phrase; “et” is a whole word and does not need a period, “al.” is an abbreviation and needs a period.

- Use the word “and” before the final name in a multiple author citation in running text. For parenthetical citations and the reference list, use the ampersand (&).

- See sections 6.11-6.21 of the *APA Publication Manual* for more on citing references in text.

**II. Reference Examples**

**Newspaper Article (print)**


**Note:** Use p. or pp. preceding page numbers for newspaper articles. If the article appears on discontinuous pages, provide all page numbers and separate the numbers with a comma.

**Newspaper Article (online)**


**Note:** We use *The New York Times* main URL because we can use the search tool on the homepage to find the article. This allows us to avoid providing non-working URLs in case the article is moved in the future.
Magazine Article (print)


Magazine Article (online)


Note: We use Monitor on Psychology main URL because we can use the search tool on the homepage to find the article. This allows us to avoid providing non-working URLs in case the article is moved in the future.

Journal Article without a DOI available (print or online)


Journal Article with a DOI (print or online)


If there is no DOI available and you found the article online, you should include the homepage of the journal with the format: Retrieved from http://xxxxxx.

**Example:**


**Note:** Articles found in library databases are referenced in the same format as print articles. The purpose of your citation is to give credit to your source and also allow others to locate your resources. Not everyone has access to the same databases that we do and databases can change over time; however, anyone can locate an article if they have the proper citation (they may access the print version or request a copy through their own library or even purchase a copy from the publisher).

It is sometimes good practice to include the information, especially if an instructor questions where you found the article or document. If it seems like the article would be difficult to locate without the database information (for example, the journal is only available in electronic version through the database), then include the database information—again, this is NOT mandatory. Otherwise, format the reference like a print article. In this case, you should follow the reference format for an article from journal (or magazine, book, etc.) according to APA 6th edition. You can then include: Retrieved from http://xxxxxx (the database homepage URL).

If the **Digital Object Identifier (DOI)** is available, you should provide this because the DOI is unique to a document and should not change over time (p.189). Not all publishers provide DOIs. In a reference, we do not capitalize “doi.”

**Example of an article found in an EBSCOHost database:**


Though the citation tools in most library databases allow you to copy and paste the citation, they often include a link. This is not an accurate example of an APA format citation for an article or document from a library database. Also note that in many classes, your readings are listed as citations with a link. This link is only valid for Argosy students and in your classroom.
**Book (print)**


**Book Chapter (print)**

Author, A.A. (year). Title of chapter or entry. In *Title of book* (pp. x-xx). Location: Publisher.


**If the book has one or more editors:**

Author, A.A. (year). Title of chapter or entry. In A. Editor & B. Editor (Eds.), *Title of book* (pp. x-xx). Location: Publisher.


**Book, electronic version**


**Digital Textbook**


**Note:** Provide the homepage (Google Books, EBSCO eBooks, etc.) -- not the full URL. Books can be searched for on the homepage and many sites may require logins and subscriptions.

If the book was read or acquired through an online library (Google Books, EBSCO eBooks, etc.) and not on an e-reader device (DX Reader version, Adobe Digital Editions version, etc.), omit the bracketed information from the reference.
For books or chapters of books that are only available online or as an electronic version, you will use the electronic retrieval information in place of the publisher location and name. If you accessed an electronic version of a book that is also available in print (this includes electronic textbooks and eBooks through library databases like ebrary), format the reference as you would a print book and include the retrieval information. You do not include the link to your Digital Bookshelf, instead you point your readers to where they could find it if they wished to view (or purchase) the version you are referencing.

**Reference Book (print)**


**Reference Book (online)**


**Entry in a Reference Book with no author or editor (online)**


**Note:** if the publication date is not available, use *n.d.* for *no date*. If the edition is not available, you can omit this information.

**Entry in a Reference Book (from a library database)**


**Note:** APA 6th edition states that database information is not necessary for citations. This is because databases change over time. However, it is sometimes good practice to include the
information. In the above example, we provide the homepage URL of the database that anyone can access and not the URL copied from the online library.

**Streaming Video (YouTube, Vimeo, etc.)**


User name. (year, month day). *Title of video [Video file]*. Retrieved from http://xxxxx


**Note:** The person who posted the video is credited as the author to make retrieval easier. If the person’s real name and username is available, you will use the real name followed by the username in brackets. If the real name is not available, provide the username without brackets.

**Streaming Video from Subscription Database (e.g., Alexander Street Press databases)**


**Blog post**


**In text citation:** (Krupa, 2012).

**Twitter update or tweet**


Grassian, E. [estherg]. (2012, July 23). *Mention that someone said kids in poverty have only been read to for a total of 27 minutes by the time they start school #ala12 [Tweet]*. Retrieved from https://twitter.com/estherg/status/216680115806023680
If only the username is known, provide it without brackets.

**In text citation:** (Grassian, 2012).

**Facebook page or note**


Organization name. (year, month day). Title of note [Facebook note]. Retrieved month day, year, from http://xxxx


**In text citation:** (Bray, n.d.).

**Note:** For individual authors on Facebook, you will provide the name in the format Author, A. A. and then include the author’s first name in brackets. If you are referencing organizations or groups, spell out the full name.

For dates that cannot be determined, use n.d. (for *no date*). If the date can reasonably be approximated, put ca. (for *circa*) followed by the year, inside brackets. You will need to include a retrieval date only when the date is unknown or has been approximated.

**Facebook status update**


**In text citation:** (APA Style, 2012).
**General format for websites, blogs, online forums, electronic mailing lists, and social media**


**Points to remember:**

Sometimes there may not be an author credited for the web page or the author is an organization. If there is no credited author or organization, the webpage title is used.

If no publication date is available, you will use n.d. for —no date.‖ See the table on the page 12 of this guide for formatting references when information is missing.

Sometimes you have a year for the publication date or the month, day and year (as in the example above). You should include the exact date for daily newspapers and weekly periodical.

You do not provide the date in which you accessed the webpage (unless you are citing wiki, social networking status update, or other web document that is frequently updated).

**Citing Entire Websites, Feeds, and Pages**

If you are not citing a specific document, but rather the entire website, webpage or feed, you may give the address of the site in your text. No reference list entry is needed.

**Examples:**

The Museum of Broadcast Communications is a very useful site for those interested in the history of television (http://www.museum.tv).

Following the Twitter account of the Publication Manual of the American Psychological Association is one way to keep up on updates and changes to APA Style (http://www.twitter.com/apa_style).

**The Reference List Essentials**

- The purpose of your reference list is to give credit to the sources you have cited and also to enable your readers to locate those sources.

- All citations should be listed in the reference list (unless they are personal communication citations).
• References should be in alphabetical order by author’s surname (or the first author’s surname if there is more than one author). If a reference does not have an author, use the word that is in the author position of your reference like the webpage title, the association name, Anonymous (if the work is signed as Anonymous).

• References should be in hanging indent style and double spaced.

### Citing a Website When Information is Missing

<table>
<thead>
<tr>
<th>Missing Info?</th>
<th>Solution</th>
<th>Position A</th>
<th>Position B</th>
<th>Position C</th>
<th>Position D</th>
</tr>
</thead>
</table>
References


Need more help?
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