APA (American Psychological Association) writing-style basic guidelines:

ADDITIONAL RESOURCES:
http://www.vanguard.edu/psychology/faculty/douglas-degelman/apa-style/

http://owl.english.purdue.edu/owl/resource/560/10/

*see sample APA paper:
https://owl.english.purdue.edu/media/pdf/20090212013008_560.pdf

https://www.avc.edu/studentservices/lc/

- Peer-reviewed (refered or scholarly) journals - Articles are written by experts and are reviewed by several other experts in the field before the article is published in the journal in order to insure the article's quality. (The article is more likely to be scientifically valid, reach reasonable conclusions, etc.) In most cases the reviewers do not know who the author of the article is, so that the article succeeds or fails on its own merit, not the reputation of the expert.

BASIC INFO

1. All pages must be typed on ONE side of the paper.

2. Uniform margins must be kept of 1” at the top, bottom, left and right of every page.

3. Double spacing must be used throughout the entire paper – even the abstract!

4. The order of pages is as follows:
   a. Title page (includes: running head --flush left – all uppercase) (Numbered page 1)
   b. Abstract (Numbered page 2)
   c. Text (Numbered page 3, etc.) – includes introduction, body of paper, and conclusion.
   d. Don’t forget to type the title of the paper at the top (and centered) of page 3 before you begin the text.
   e. References (Start on a separate page) – Type the word References at the top of the page, centered

Abstract- (write word Abstract centered top of page) - the abstract is a brief summary of what your paper is about. It should be no longer than 120 words and should be a single paragraph in block form. Do not indent. (See sample paper: https://owl.english.purdue.edu/media/pdf/20090212013008_560.pdf)

Text- The text portion of the paper is where you discuss the article that you have chosen. Remember, this is not an English course. Do not analyze the information; simply
summarize the article, for example, what was the experiment about? How many subjects were used? What methods did the researchers use for gathering information? What were the results? Be sure to discuss the research in the past tense. **Do not include your opinion in this part of the paper.**

**Conclusion-** Summary of the paper - You may include your own opinion on the topic at the end- but only briefly.

**TEXT CITATIONS**

The last names only of the author or authors and date of publication for general information.

Direct quotations must include author(s), date of publication, and page numbers or paragraph numbers for electronic sources. Page numbers are optional for paraphrasing. For electronic sources, if there are no page numbers visible use the paragraph number if given (use abbreviation para.)

Examples:

Wirth and Mitchell (1994) found that although there was a reduction in depression…..

Reviews of religion and happiness conclude that…. (Gartner, Larson, & Allen, 1991).

Basu and Jones (2007) went so far as to suggest that “intellectual….” (para. 4).

**Using et al.,**

- When a source that has two authors is cited, both authors are included every time the source is cited.

- When a source that has three, four, or five authors is cited, all authors are included the first time the source is cited. When that source is cited again, the first author's surname and "et al." are used. Consider the following examples:

Reviews of research on religion and health have concluded that at least some types of religious behaviors are related to higher levels of physical and mental health (Payne, Bergin, Bielema, & Jenkins, 1991).

Payne et al. (1991) showed that ...

Bradley, Ramirez and Soo (1999) stated that…..

Then later in the paper you state:

This study found that …. (Bradley, et al., 2006)

- **When a source that has six or more authors is cited, the first author's surname and "et al." are used every time the source is cited (including the first time).**
Quotes and Paraphrasing:

Quotes – include author(s) and date AND page number

Examples:

Wirth and Mitchell (1994) stated, “There is ample evidence that watching movies reduces anxiety in teens” (p. 822).

According to Jones (1998), "Students often had difficulty using APA style, especially when it was their first time" (p. 199).

Jones (1998) found that "students often had difficulty using APA style" (p. 199); what implications does this have for teachers?

If there are no visible page numbers, as with online sources, use the paragraph numbers (abbreviate to “para”). For example:

“Empirical studies have found mixed results on the …..” (Golan, Kuchler, & Krissof, 2007, para. 4).

For quotes with 40 or more words use freestanding blocks of text without quotation marks.

Work Discussed in a Secondary Source (ie, using “as cited in”)

If Seidenberg and McClelland's work is cited in Coltheart et al. that you are reading, list the Coltheart et al. reference in the References. In the text, use the following citation:

In Seidenberg and McClelland's study (as cited in Coltheart, Curtis, Atkins, & Haller, 1993), it was concluded that depression is correlated with low self-esteem….

ONLY list the article by Coltheart, et al. on the reference page (DO NOT list the Seidenberg, and McClelland study!)

REFERENCES

Your reference list should appear at the end of your paper.

Your references should begin on a new page separate from the text of the essay; label this page "References" centered at the top of the page (do NOT bold, underline, or use quotation marks for the title). Continue the header from the rest of the paper. All text should be double-spaced just like the rest of your essay.

- All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin.
- Reference list entries should be alphabetized by the last name of the first author of each work.
APA style dictates that authors are named last name followed by initials; publication year goes between parentheses, followed by a period. The title of the article is in sentence-case, meaning only the first word and proper nouns in the title are capitalized. The periodical title is run in title case, and is followed by the volume number which, with the title, is also italicized or underlined.


EBSCO Discovery Services scholarly journal articles.

Journal articles with DOI must include the doi reference number (see example below). If no DOI is available, give the URL of the journal home page. (see example below).

**Article in Journal**


**Single Author**

Last name first, followed by author initials.


**Two Authors**

List by their last names and initials. Use the ampersand instead of "and."

Three or more Authors

List by last names and initials; commas separate author names, while the last author name is preceded again by ampersand.


More than 7 Authors


Unknown Author


Article in a Magazine


Article in a Newspaper


Basic Format for Books

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle.* Location: Publisher.

**Note:** For "Location," you should always list the city and the state using the two letter postal abbreviation without periods (New York, NY).

**Edited Book, No Author**


**Edited Book with an Author or Authors**


**Article or Chapter in an Edited Book**


**Note:** When you list the pages of the chapter or essay in parentheses after the book title, use "pp." before the numbers: (pp. 1-21). This abbreviation, however, does not appear before the page numbers in periodical references, except for newspapers.


**Two or More Works by the Same Author**

Use the author's name for all entries and list the entries by the year (earliest comes first).


When an author appears both as a sole author and, in another citation, as the first author of a group, list the one-author entries first.


References that have the same first author and different second and/or third authors are arranged alphabetically by the last name of the second author, or the last name of the third if the first and second authors are the same.


**Two or More Works by the Same Author in the Same Year**

If you are using more than one reference by the same author (or the same group of authors listed in the same order) published in the same year, organize them in the reference list alphabetically by the title of the article or chapter. Then assign letter suffixes to the year. Refer to these sources in your essay as they appear in your reference list, e.g.: "Berdnt (1981a) makes similar claims..."
