

## APA Documentation: Part 1

APA style papers must give proper credit to sources paraphrased or quoted in the body of the paper; to give such credit, APA style uses the author-date method of citation. The last name of the author(s) and the year of publication are inserted into the text at the appropriate point. The table below lists some common situations students may encounter when citing sources within their papers.

Parenthetical (in-text) situation	Example
<p><b>Author in text:</b> If you mention the author's name in your text, only the date need be cited.</p>	<p>Lemme (2002) studied gender roles among marriages in which both partners worked...</p>
<p><b>Author in reference:</b> If the author's name is not mentioned in the text of the paper, both the name and date must be cited.</p>	<p>In marriages where both partners work full-time, gender roles are less clearly defined (Lemme, 2002)</p>
<p><b>Author and date cited in text:</b> No parenthetical citation necessary</p>	<p>In a 1989 article, Gould explores some of Darwin's most effective metaphors.</p>
<p><b>Two authors:</b> Cite both names every time reference occurs in text.</p> <p><b>Note:</b> In the example #1, notice how the word "and" is used when the authors are mentioned in the text. If the authors are cited within the parentheses (example #2), an ampersand (&amp;) is used.</p>	<p>1) Brothen and Wambach (2003) found that students who took two or more remedial courses were twice as likely to drop out of college.</p> <p style="text-align: center;">(or)</p> <p>2) Students who took two or more remedial courses were twice as likely to drop out of college (Brothen &amp; Wambach, 2003).</p>
<p><b>Three, four, or five authors:</b> Mention all authors the first time the reference occurs in text. In each subsequent citation, give the last name of the first author and et al.</p> <p><b>Six authors:</b> The APA manual allows use of <i>et al.</i> on first reference.</p>	<p><b>First reference:</b> Adams, Kearns, and Brubaker (2000) studied graduation rates of students who took remedial college courses... [Notice that authors are listed in the order they appear on the source, not alphabetically.]</p> <p><b>Subsequent references:</b> Adams et al. (2000) found that...</p>
<p><b>Secondary sources:</b> If you read an author's work as quoted in another article, name the original work and give a citation for the secondary source. Cite only the secondary source on your References page.</p> <p><b>Note:</b> Use secondary sources sparingly, for instance, when the original work is out of print, unavailable through usual sources, or not available in English.</p>	<p>1) Sue's Racial Identity Development Model (as cited in Whitaker, 2004)...</p> <p style="text-align: center;">(or)</p> <p>2) The lack of research on ethnic minority populations is made worse by its poor quality (Sue, 1999, as cited in Lemme, 2002).</p>

<p><b>Groups as author:</b> Some group authors are spelled out each time they are mentioned in the text; some are spelled out the first time and abbreviated afterward. Use an abbreviation for each subsequent in-text citation if it is easily identifiable by your reader.</p>	<p><b>First citation:</b> (American Psychological Association [APA], 2010)</p> <p><b>Subsequent citations:</b> (APA, 2010)</p>
<p><b>No author:</b> Cite in text the first few words of the title and the year. Use double quotation marks for the title of an article or chapter; periodicals and books are italicized.</p>	<p>A recent report outlines the costs of remedial education (“College Remediation,” 1998).</p> <p>The book <i>No College Student Left Behind</i> (2002) describes the challenges that first generation college students face.</p>
<p><b>No date:</b> Use <i>n.d.</i> in text and on References list.</p>	<p>The Bill and Melinda Gates Foundation’s Early Colleges initiative (n.d.) addresses one way to prepare high school students for college.</p>
<p><b>No page number:</b> Use the paragraph number preceded by the abbreviation <i>para.</i> If the paragraph number is not visible, cite the heading and the number of the paragraph following it to direct the reader to the location of the material.</p> <p>In some cases in which no page or paragraph numbers are visible, headings may be too unwieldy to cite in full. Instead, use a short title in quotation marks for the parenthetical citation.</p>	<p>(Adams, 2002, para. 8)</p> <p>(or)</p> <p>(McCabe, 2004, Conclusion section, para. 1)</p> <p>(Golan, Kuchler, &amp; Krissof, 2007, “Mandatory Labeling Has Targeted,” para. 4)</p>
<p><b>Two or more works within the same parentheses:</b> Cite in alphabetical order by authors’ surnames; separate citations with semicolons.</p>	<p>Several studies (Brothen, 1999; McCabe, 2000; Wambach, 1998) suggest that college remediation benefits society....</p>
<p><b>1) Authors with the same last name:</b> Include authors’ initials, even if the date of publication is different.</p> <p><b>2) Works by the same author:</b> Arrange by year of publication, earliest first.</p>	<p>1) E. Adams (2005) and D. Adams (2003) also found that remedial courses prepared students for subsequent college work.</p> <p>2) Past research (Brothen &amp; Wambach, 2001, 2005) studied the grade point averages of students who took two remedial courses in college...</p>
<p><b>Personal communication:</b> For interviews, e-mail, lecture notes, and other personal communication, cite within paper, but do not include on References list.</p>	<p><b>1)</b> (N. Montoya, personal communication, April 28, 2004)</p> <p><b>2)</b> In a lecture on November 28, 2007, to an ENGL 4123 class, Instructor Idoux said ...</p> <p><b>3)</b> (M. Idoux, ENGL 4123 lecture, November 28, 2007).</p>

<p><b>Entire Web site:</b> Whenever possible, provide citation information for a <i>specific page</i> or <i>document</i> on a Web site rather than for a home or index page. If an entire site is used for a project, include the basic name and URL for the site within the text. <b>A citation on the reference list is not necessary.</b></p>	<p>The Purdue Online Writing Lab (OWL) provides free, reliable resources on grammar, documentation styles, and other writing issues (<a href="http://owl.english.purdue.edu/">http://owl.english.purdue.edu/</a>).</p>
<p><b>Direct quotes in APA style</b></p>	<p><b>Direct quotes also require the author-date method of citation as seen in the previous examples. The difference: In addition to providing the author and date, give the page number.</b></p>
<p><b>Quotes under 40 words:</b> Quotes fewer than 40 words are incorporated into the text. <b>Punctuating a direct quote:</b> Use double quotation marks around the quoted material; at the end of the quote, put the citation in parentheses, then, the period to end the sentence.</p>	<p>According to Siebert, Mutran, and Reitzes (1999), peers of the same cohort are able to form a satisfying bond because they can reminisce about “back when,” which enables them to “continue to contribute to identities as competent peers, despite current circumstances” (p. 530).</p>
<p><b>Quotes longer than 40 words:</b> Quotes longer than 40 words are set off in a freestanding block indented about ½ inch from left margin (in the same position as a new paragraph). Double-space the quote; no quotation marks are necessary. <b>Note: The example is single-spaced for formatting reasons only; <u>do not</u> forget to double space within your actual paper!</b></p>	<p>Kennedy (2004) classifies women who are post-menopausal and pre-retirement as moving into a “third age” (para. 9). In this age, women have a unique opportunity for reinvention. Gone is the idea that this third age is  a brief intermezzo between midlife and drastic decline. Instead it has the potential to become the best stage of all, an age of liberation when individuals combine newfound freedoms with prolonged health and the chance to make some of their most important contributions to life. (para. 9)</p>
<p><b>Citations within quotations:</b> Do not omit citations embedded within the original material you are quoting; the works cited need not be included in the list of references.</p>	<p>“In the United States, the American Cancer Society (2007) estimated that about 1 million cases of NMSC and 59,940 cases of melanoma would be diagnosed in 2007, with melanoma resulting in 8,110 deaths” (Miller et al., 2009, p. 209).</p>