



## An Overview of APA Style

The three basic ideas behind documenting sources in APA Style are:

1. Use a **signal phrase** to lead from your words into the quotation or borrowed information
2. Then, use a **parenthetical citation** directly after the quotation or borrowed information
3. On the final page list all the **References** in your paper

### Using summaries or paraphrases in the body of your paper

If you are summarizing or referring to an idea from another work but *not* quoting the material verbatim, or if you are making reference to an entire book, article or other work, then you only have to make reference to the **author** and **year of publication** in your in-text reference.

The author's last name and the year of publication for the source should appear in the text, and a complete reference should appear in the reference list at the end of the paper.

*Examples:*     **Jones (1998)** compared student performance...  
                  In a recent study of student performance (**Jones, 1998**)...  
                  In **1998, Jones** compared student performance...

### Using direct quotes in the body of your paper

If you are directly quoting from a work, you need to include the **author, year of publication**, and the **page number** as part of your in-text citation.

*Examples:*     She stated, "Students often had difficulty using APA style," (**Jones, 1998, p. 199**),  
                  but she did not offer an explanation as to why.

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

**Jones (1998)** found "students often had difficulty using APA style" (**p. 199**).

APA encourages writers to include a page number when paraphrasing a direct quote, *especially when it would help a reader locate the relevant passage in a long text.*

*Example:*     **Jones (1998)** found that first-time users of APA style had some trouble (**p. 199**).

### What if no author is listed?

If there is no author to cite (such as a web page that lists no author) use an abbreviated version of the title of the page in quotation marks to substitute for the name of the author.

*Example:*     A study was done of students learning to format APA papers ("**Using APA,**" **2001**).

## What if no date is listed?

If you are citing a work that has no date, use the abbreviation n.d. (for "no date").

*Example:* In another study of students and research decisions, it was discovered that students succeeded with tutoring (**Jones, n.d.**).

## Creating the References list

Your reference list should appear at the end of your paper, starting on its own page. It provides the information necessary for a reader to locate and retrieve any source you cite in the body of the paper. Each source you cite in the paper must appear in your reference list. Entries should be listed in alphabetical order using a hanging indent (see the first example below).

### An article in a periodical (a journal, newspaper, or magazine)

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical*, volume number(issue number), pages.

### An entire work (book, report)

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

### Part of an entire work (a book chapter or an article in an edited collection)

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In A. Editor & B. Editor (Eds.), *Title of book* (pages of chapter). Location: Publisher.

### Internet source (a webpage or report)

Author, A. A., & Author, B. B. (Date of publication). *Title of article*. Retrieved from <http://web address>.

*Note:* For a website, some citation elements may be unavailable. Provide as much information as possible so that the web source can be found. Authors are frequently missing on Web documents. In that case, substitute the name of the organization publishing the website for the author.

### A print journal or newspaper article retrieved from an online database

Author, A. A., Author, B. B., & Author, C. C. (Date of publication). Title of article. *Title of Journal*, volume number(issue number), page numbers. doi:number

*Note:* If no doi number is available, substitute the homepage URL for the online source and use this format: Retrieved from <http://www.sourcehomepage.com>

**Is your source type not listed here?** Try searching on the Purdue OWL website or the APA Style Blog. You can also use the Writing Center's APA Publication Manual, 6<sup>th</sup> edition.

Purdue OWL: <https://owl.english.purdue.edu/owl>

APA Style Blog: <http://blog.apastyle.org>