

APA Formatting and Style Guide



Purdue OWL staff
Brought to you in cooperation with the Purdue Online Writing Lab

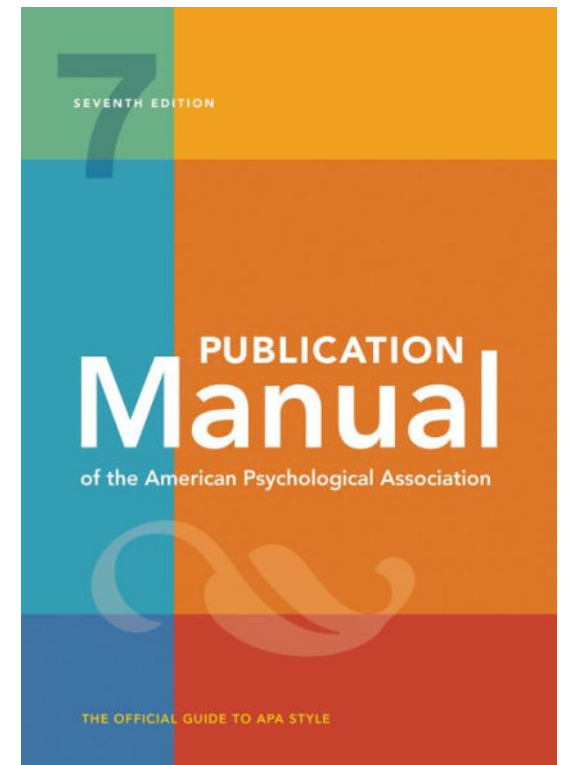


What is APA Style?

The American Psychological Association (APA) citation style is the most commonly used format for manuscripts in the social sciences.

APA regulates:

- Stylistics
- In-text citations
- References



In-Text Citation

An in-text citation is the brief form of the reference that you include in the body of your work.

Students' writing ability can be improved by fostering their interest, motivation and enjoyment for writing, through technology (Graham & Perin, 2007). Similarly, some metacognitive, cognitive and socio-affective strategies could also be used for enabling the students to know and practically exercise the writing process (O'Malley & Chamot, 1990). Further, the teachers can adapt their pedagogic approaches and can mutually design such tasks that could motivate and encourage students by giving them liberty of choosing topics of their interest (Pineteh, 2013; Quintero, 2008). It will reshape their writing patterns, presumably, through extended practice and by involving physical and cognitive skills which give the writer control over the expression of linguistic and domain-specific knowledge (Kellogg & Raulerson, 2007). In addition, it will be convenient for language and content teachers to monitor their students from broad perspectives (Nik, Sani, Kamaruzaman, Hasbollah,

Types of In-text Citation:

- *Parenthetical citation:* (Jones, 2016)
- *Narrative citation:* Jones (2016)

- A parenthetical citation includes both the author's last name and year of publication, separated by a comma, in parentheses at the end of the sentence.

EX: Research suggests that the Purdue OWL is a good resource for students (Atkins, 2018).

- A narrative citation includes the author's name directly in the sentence, with the year of publication directly following the author's last name.

EX: Atkins (2018) suggests that the Purdue OWL is a good resource for students.



If the source you're citing includes page numbers, add that information to your citation.

For a parenthetical citation, the page number follows the year of publication, separated by a comma, and with a lowercase p and a period before the number (p.)

EX: Research suggests that the Purdue OWL is a good resource for students (Atkins, 2018, p. 12).

For a narrative citation, the page number comes at the end of the sentence, once again preceded by a lowercase p and a period (p.)

EX: Atkins (2018) suggests that the Purdue OWL is a good resource for students (p. 12)

1. Author : Mason jay

Date : 2023

Page No. 27

2. Author : Shahzad ahmed

Date : 1999

Page : 2

Jay (2023)ashshdhasjdhasjdgdshsgdhahjja
(p.27).

Saaksjhaskjfcvnaashashdhasjdhasjdgdshsg
dhahjja (Jay, 2023, p.2).

Author : Faizan raza , Latif shah

Date : June 11th 2011

Page : 33

Narrative: Raza and Shah

(2011).....(p.33)

Parenthetical: (Raza & Shah, 2011,
p.33)



In-Text Citation: Quotations

When quoting:

Introduce the quotation with a signal phrase

If using the parenthetical citation, include the author, date of publication, and page number at the end of the quotation.

EX: As scientific knowledge advances, “the application of CRISPR technology to improve human health is being explored across public and private sectors”(Hong, 2018, p. 503).

If using the narrative-style citation, include the author’s last name in the signal phrase, with the page number at the end of the quote.

EX: Hong (2018) stated that “the application of CRISPR technology to improve human health is being explored across public and private sectors” (p. 503).

LONG BLOCK QUOTATIONS OR MORE THAN 40 OR LESS THAN 40

fringilla. In at dictum urna. Jones's (1998) study found the following: (Signal phrase)

Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or ask their teacher for help. Nulla egestas facilisis sagittis. Suspendisse auctor tincidunt purus, ac efficitur lectus eleifend ac. Morbi eleifend posuere ipsum, eget molestie arcu tincidunt eu. (p. 199) (Parenthetical follows ending punctuation)

Orci varius natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Donec

Long, block quotes (40 words or more):

Formatting rules:

- Indent the block quote 0.5 inches from the left margin
- Do not use quotation marks.
- Double space the quote unless your school has a rule about single spacing block quotes.
- Do not include any additional lines or spaces before or after the block quote.
- Notice that in block quotes, the period goes before the parentheses, not after.

Example:

Michelli (2007) uses the coffee chain, Starbucks, as example on how to become extraordinary. He discusses in detail various principles he discovered during his research on the renowned company. One of the principles focuses on "making it your own." He writes,

Like most companies, Starbucks has wrestled with ways to invite its partners to fully engage their passions and talents everyday in every interaction at work. Simultaneously, the leadership has to ensure that individual partners' differences are blending into a generally uniform experience for customers. Finding a balance between these two important, yet sometimes divergent, leadership responsibilities can be awkward. Yet through its principle of Make It Your Own, Starbucks has succeeded in creating a unique model that encourages partners at all levels to pour their creative energy and dedication into everything they do. (p. 20)

This principle does not only apply to businesses; it can be part of anyone's personal beliefs.



In-Text Citation:
Summary or Paraphrase

Follow the same guidelines for parenthetical and narrative citations when summarizing or paraphrasing a longer chunk of text.

Parenthetical citation:

EX: In one study that consisted of 467 young adults, it was found that social media use may not directly affect mental health; rather, it depends on *how* young adults use social media (Berryman et al., 2018).

Narrative citation:

EX: Berryman et al. (2018) sampled 467 young adults about their social media use and mental health and found that social media use may not directly affect mental health; rather, it depends on *how* young adults use social media.



Introduce quotations with signal phrases, e.g.:

According to Reynolds (2019), “...” (p. 3).

Reynolds (2019) argued that “.....” (p. 3).

Use signal verbs such as:

acknowledged, contended, maintained,
responded, reported, argued, concluded, etc.

Use the past tense or the present perfect tense of verbs in signal phrases when they discuss past events.



In-Text Citation:
Two or More Works

When the parenthetical citation includes two or more works:

- Order them in the same way they appear in the reference list—the author's name, the year of publication—separated by a semi-colon.

EX: Lorem ipsum dolor sit amet (Adams, 2018; Collins, 2017).



In-Text Citation:
Works with Two Authors

When citing a work with two authors:

- **In the narrative citation**, use “and” in between the authors’ names

EX: According to scientists Depietri **and** McPhearson (2018), “Understanding the occurrence and impacts of historical climatic hazards is critical to better interpret current hazard trends” (p. 96).

- **In the parenthetical citation**, use “&” between names

EX: When examining potential climate threats, “Understanding the occurrence and impacts of historical climatic hazards is critical to better interpret current hazard trends” (Depietri **&** McPhearson, 2018, p. 96).



In-Text Citation:
Works with 3+ Authors

When citing a work with three or more authors:

- list the name of the first author plus “et al.” in every citation.

EX: Lin et al. (2019) examined how weather conditions affect the popularity of the bikesharing program in Beijing.

EX: One study looked at how weather conditions affected the popularity of bikesharing programs, specifically the Beijing Public Bikesharing Program (Lin et al., 2019).

Nisar Ahmed, Syed Mujtaba, Raheela Zafar

Date: 2021

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In-Text Citation:
Unknown Author

When citing a work with an unknown author:

- Use the source's full title in the narrative citation.
- Cite the first word of the title followed by the year of publication in the parenthetical citation.

EX: According to "Here's How Gardening Benefits Your Health" (2018)

EX: ("Here's," 2018)

Titles:

Articles and Chapters = " "

Books and Reports = *italicize*



When citing a group author:

- Mention the organization the first time you cite the source in either the narrative citation or the parenthetical citation.
- If you first mention the group in a **narrative citation**, list the abbreviation before the year of publication in parentheses, separated by a comma.

EX: “The data collected by the Food and Drug Administration (FDA, 2019) confirmed...”

- If you first mention the group in a **parenthetical citation**, list the abbreviation in square brackets, followed by a comma and the year of publication.

EX: (Food and Drug Administration [FDA], 2019).



In-Text Citation:
Same Last Name/Author

When citing authors with the same last names:

- Use first initials with the last names.

EX: (B. Davis, 2018; Y. Davis, 2020)

When citing two or more works by the same author and published in the same year:

- Use lower-case letters (a, b, c) after the year of publication to order the references.

EX: Chen's (2018a) study of bird migration...



In-Text Citation:
Personal Communication

When citing personal communication (interviews, letters, e-mails, etc.):

- Include the communicator's name, the fact that it was personal communication, and the date of the communication.

- **Narrative citation:**

EX: B. E. Anderson (personal communication, January 8, 2020) also claimed that many of her students had difficulties with APA style.

- **Parenthetical citation:**

EX: One teacher mentioned that many of her students had difficulties with APA style (Anderson, personal communication, January 8, 2020).

- Do not include personal communication in the reference list.



In-Text Citation:
No Page Numbers

When citing a text with no page numbers: parenthetical citation

- Use any of the following four methods
- List the heading or section name

EX: One scientist noted that “A cup full of kale can help your body out in a number of ways” (London, 2019, Health benefits of kale section).

- List an abbreviated heading or section name in quotation marks (if the heading is too long)

EX: One scientist noted that “A cup full of kale can help your body out in a number of ways” (London, 2019, “Health benefits” section).

- List the paragraph number

EX: One scientist noted that “A cup full of kale can help your body out in a number of ways” (London, 2019, para. 2).

- List the heading or section name and the paragraph number

EX: One scientist noted that “A cup full of kale can help your body out in a number of ways” (London, 2019, Health benefits of kale section, para. 2).



In-Text Citation:
No Page Numbers

When citing a text with no page numbers: narrative citation

- Use any of the following four methods
- List the heading or section name

EX: Scientist Jaclyn London (2019, Health benefits of kale section) noted that “A cup full of kale can help your body out in a number of ways.”

- List an abbreviated heading or section name in quotation marks (if the heading is too long)

EX: Scientist Jaclyn London (2019, “Health benefits” section) noted that “A cup full of kale can help your body out in a number of ways.”

- List the paragraph number

EX: Scientist Jaclyn London (2019, para. 2) noted that “A cup full of kale can help your body out in a number of ways.”

- List the heading or section name and the paragraph number

EX: Scientist Jaclyn London (2019, Health benefits of kale section, para. 2) noted that “A cup full of kale can help your body out in a number of ways.”



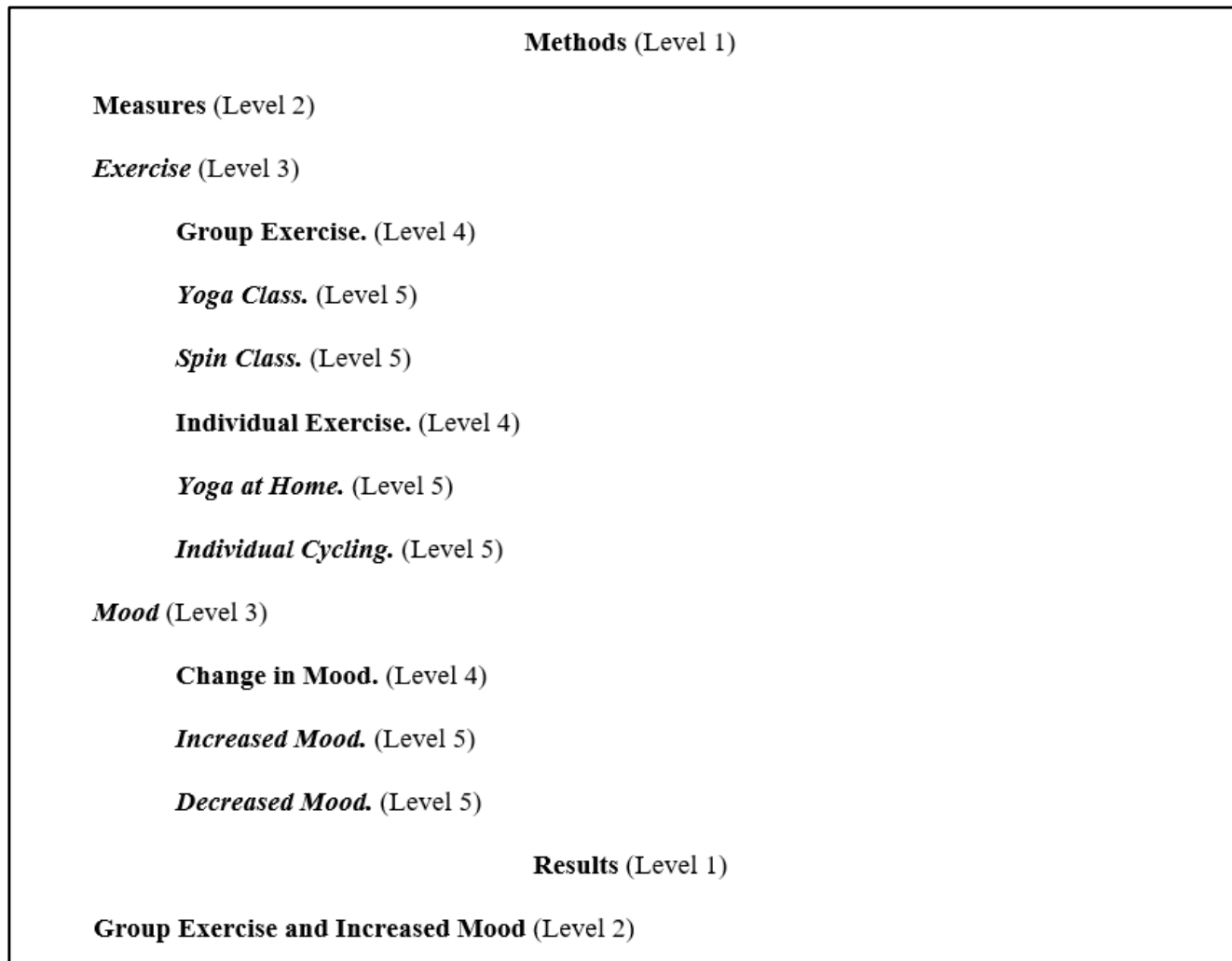
APA uses a system of five heading levels (*taken directly from the APA Publication Manual, 7th edition*):

APA Headings	
Level	Format
1	Centered, Bold, Title Case Headings Text begins a new paragraph
2	Flush Left, Bold, Title Case Heading Text begins as a new paragraph
3	Flush Left, <i>Bold Italic, Title Case Heading</i> Text begins as a new paragraph
4	Indented, Bold, Title Case Heading, Ending with a Period. Text begins on the same line and continues as a regular paragraph.
5	<i>Indented, Bold Italic, Title Case Heading, Ending with a Period.</i> Text begins on the same line and continues as a regular paragraph.



Headings

Here is an example of the five-level heading system:





Tables

Label tables with an Arabic numeral and provide a brief but clear title. The label and title appear on separate lines above the table, flush-left and single-spaced.

Cite a source in a note below the table.

Table 1

Top 3 NBA Season Leaders 2019

Team	Points Per Game
Milwaukee Bucks	119.8
Houston Rockets	119.1
Dallas Mavericks	116.8

Note: This data was collected on December 31st, 2019. Retrieved from <https://stats.nba.com/teams/>



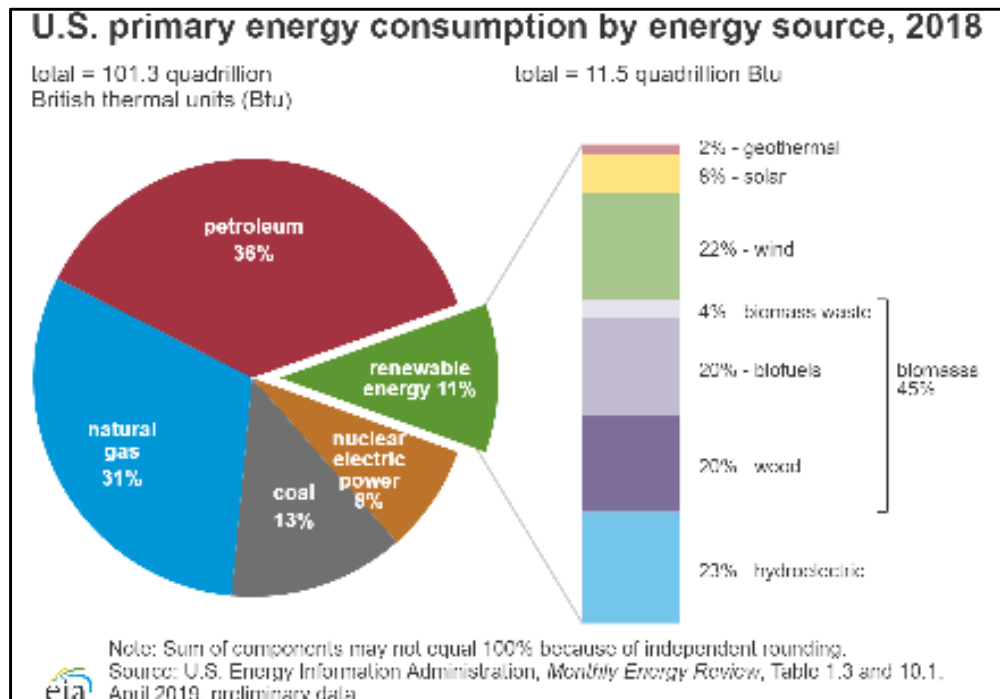
Figures

Label figures with an Arabic numeral and provide a brief but clear title. The label and title appear on separate lines above the figure, flush-left and single-spaced. You might provide an additional title centered above the figure.

Cite the source in a note below the figure.

Figure 1.

US Primary Energy Consumption by Energy Source, 2018





The Purdue OWL: <http://owl.purdue.edu>

The Purdue Writing Lab @ Heavilon Hall 226

Composition textbooks

Publication Manual of the American Psychological Association, 7th ed.

APA's website: <http://www.apastyle.org>



The End

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