

APA Documentation Guidelines

When you are writing a research paper, you must document not only direct quotations but also information or ideas that you reformulate in your own words. If information is broadly known or considered common knowledge, you do not need to document it. But if there is any doubt, cite your sources to avoid suspicion of plagiarism.

The American Psychological Association (APA) publishes a manual (*Publication Manual of the American Psychological Association*, now in its sixth edition) and maintains a website (<http://www.apastyle.org>) that offers updates and answers to frequently asked questions. The *Manual* follows the traditional practice of using parenthetical citations in the text that are keyed to an alphabetical reference list at the end of the paper. Parenthetical citations include the author's last name and the year the work was published or released; they also often include page numbers. Following is a summary of the APA documentation guidelines for a variety of common sources. At the end of this document, you will find a sample reference list that shows correct formatting and typography.

In-text Citations

In any parenthetical citation, include only the information required to direct the reader to the appropriate entry in the reference list. If you are referring to an entire work or summarizing a point an author has made generally throughout a work, include the author's last name followed by the year in which the material was published:

According to Primack (2000), conservation biologists agree that protecting habitats is the most effective way to conserve biological diversity.

Conservation biologists agree that protecting habitats is the most effective way to conserve biological diversity (Primack, 2000).

If you are using a direct quotation or paraphrasing specific sentences or paragraphs, include a page number preceded by *p.* for *page* (for a range of pages, use *pp.* for *pages*). Do not omit any digits when giving number ranges (e.g., 52–55, *not* 52–5; 212–247, *not* 212–47):

Bochner (2000) says that this intellectual state of multiple identities, blurred genres, and displaced totalities spoils his appetite for “generalizable abstractions and unified knowledge” (p. 734).

During World War I, the Canadian government often employed masseuses because surgery and medical care were insufficient “to restore severely wounded men” (Cleather, 1995, p. ix).

Most of the profits from British Columbia's aquaculture industry go to Norwegians, who control 92 percent of the industry (Macdonald, 2009, pp. 148–149).

You may cite more than one relevant source in a single citation if the point you are making applies to both. If the sources have different authors, order them alphabetically by the authors' last name and separate them with a semicolon. If the sources have the same author, separate the years with a comma:

The practices of teaching composition in college have not radically changed in the last few decades (Bishop, 2005; Williams, 2007).

The shift from public torture and execution to imprisonment reflected rule-makers' desire to create a more effective deterrent to criminal activity (Foucault, 1977, 1980).

If you are citing a work by two authors, include the last name of each author, with an ampersand (&) between them. When the authors' names appear as part of the sentence, use the word "and" instead of an ampersand:

Unlike a traveller, "a tourist exists outside of experience" (Higgins & Wilson-Baptist, 1999, p. 44).

Higgins and Wilson-Baptist (1999) argue that "a tourist exists outside of experience" (p. 44).

If you are citing a work by three, four, or five authors, list the last names of all authors in the first citation. In subsequent citations to the same source, include only the last name of the first author followed by the abbreviation *et al.* ("and others") and the publication year:

The Epstein–Barr virus (EBV) has been associated with diseases such as Burkitt's lymphoma, Hodgkin's lymphoma, and glandular fever (Crawford, Rickinson, & Johannessen, 2014). . . .

Current research suggests that targeting the EBV could lead to highly effective treatment of certain types of cancer (Crawford et al., 2014).

In this example, the same source is being cited in different paragraphs. If you refer to the same source more than once within a single paragraph and there is no intervening reference to another source, you do not need to include the year of publication after the first reference.

If you are citing a work by six or more authors, include the last name of the first author followed by *et al.* and the publication year each time you cite the source:

Studies have found that the most common reason people give for not voting in a federal election is apathy (Evans et al., 2012).

For a quotation that is 40 or more words in length, begin on a new line and indent half an inch from the left margin. Double-space the quotation, but do not enclose it in quotation marks. Place the parenthetical citation after the closing punctuation mark:

The paper begins with a brief list of reasons for the growing popularity of online dating sites:

First, on the Internet, spatial proximity is irrelevant, and meeting similar people is easier than in real-life dating. Second, online dating can occur without help from friends. Dating sites can be independently and constantly accessed, whereas going out with friends seven days a week is far more difficult to realize. Third, the reduced visual and auditory cues that characterize online communication facilitate self-disclosure. (Valkenburg & Peter, 2007, p. 849)

If you are citing works by two or more primary authors with the same last name, include the first initials for the first author of each publication, even if the works you are citing were published in different years:

Similar results were found by both C. Affleck (2006) and E. R. Affleck and Boyd (2009).

If the authors share the same initial(s), include the authors' full names.

When citing more than one work by the same author published in the same year, add a lowercase letter (*a*, *b*, *c*) after the year:

Often the most insidious forms of discipline are those that are self-imposed (Foucault, 1980b, p. 37).

The same letter will appear after the date in the corresponding entry in the reference list (see the section called "Multiple Works by the Same Author or Creator," below).

If you are citing a work with an unknown author (e.g., an unsigned newspaper editorial or an unsigned entry in an encyclopedia), include the first few words of the title in place of the author's name:

The Canadian Wheat Board was created in 1935 as "a crisis measure," but it is no longer relevant in today's economy ("The Wheat Board," 2014, p. A20).

A Note on Citing Personal Communications

When citing a personal communication, including an interview you conducted but did not publish, include the initial(s) and last name of the person with whom you communicated, the description *personal communication*, and the full date in the text:

More than one-third of the participants left the study after the first week (T. A. Ingleborg, personal communication, October 1, 2014).

Note that personal communications are cited only in the text of your essay; they are not listed in the references list.

A Note on Citing Online Sources

One of the most challenging aspects of citing online sources is that these sources often lack page numbers. If there are no page numbers but paragraph numbers are given, include the relevant paragraph number preceded by the abbreviation *para*. If neither page numbers nor paragraph numbers are provided but the document includes section headings, include the heading title in quotation marks and assign a paragraph number (beginning with 1 for the first paragraph following the heading) to the paragraph in which the material appears:

Measures that can reduce the incidence of suicide include “reducing access to means of suicide” as well as “responsible reporting of suicide in the media” and “early identification and management of mental and substance use disorders” (World Health Organization, 2014, “Suicides Are Preventable,” para. 1).

If the online source does not have an identifiable author, include the first few words of the title in place of the author’s name. If no publication date is given, include the date the site was created or last updated; if none of these dates are given, use the abbreviation *n.d.* in place of the year.

Reference List

Begin each entry in the reference list with the author’s last name, followed by her or his initial(s). For a work by *two authors*, use an ampersand (&) to separate the authors’ names, and invert the names of both authors, placing commas between last names and initials. For a work by *three to seven authors*, list all authors’ last names and initials, inverted and separated with commas; place an ampersand before the final author’s last name. For a work by *eight or more authors*, list the last names and initials of the first six authors and the last author, with three ellipsis points between the sixth name and the final name. If a work is attributed to an organization, an association, or a committee, list that organization in place of the author’s name. If the group’s name begins with an article (*A*, *An*, *The*), omit the article. If the word *anonymous* appears in place of the author’s name in the original work, use the word

Anonymous (with a capital *A*) in place of the author's name in your reference list. If no author is given, begin with the title of the work.

In titles of specific works, capitalize the following elements: the first word of the title, the first word of the subtitle, all proper nouns, and acronyms (e.g., *NFB* and *CBC*). Note that titles of journals, newspapers, and magazines do not follow these capitalization rules. When typing the name of a journal, a newspaper, or a magazine, capitalize all major words (i.e., all verbs, nouns, adjectives, adverbs, and pronouns), and capitalize all conjunctions, articles, and prepositions that are more than four letters in length. Italicize the titles of major works (e.g., books, journals, movies), but do not italicize the titles of shorter works that do not stand on their own (e.g., a chapter within a book, an article in a journal, an article on a web page).

Include additional publication information as shown in the following examples.

Books

Give the name(s) of the author(s), the date of publication, the title of the book, the city of publication, the two-letter postal abbreviation of the province or state of publication (or the name of the country of publication if the book was not published in Canada or the United States), and the name of the publisher. When giving the publisher's name, omit articles (*A*, *An*, *The*) and redundant words like *Publishers, Inc.*, and *Co.* Retain the words *Books* and *Press*. If the book has been published by a university press and the name of the province or state is included in the name of the press, you should omit the two-letter abbreviation of the province or state.

Book by One Author

Wilber, K. (2000). *Integral psychology: Consciousness, spirit, psychology, therapy*. Boston, MA: Shambhala.

Book by Two Authors

Arocena, F., & Bowman, K. (2014). *Lessons from Latin America: Innovations in politics, culture, and development*. Toronto, ON: University of Toronto Press.

Book by Three to Seven Authors

Crawford, D. H., Rickinson, A., & Johannessen, I. (2014). *Cancer virus: The story of Epstein-Barr virus*. Oxford, England: Oxford University Press.

Book by Eight or More Authors

Evans, J. L., Roy, F. E., Wilson, E. M., Moore, K., Morales, A., Butler, W. W., . . .
Bouchard, N. E. (2012). *An overview of elections in Canada*. Vancouver, BC:
Independent Press.

Book (or Report) with an Organization as Author

American Psychiatric Association. (2013). *Diagnostic and statistical manual of mental disorders* (5th ed.). Arlington, VA: American Psychiatric Publishing.

Health Canada. (2011). *Eating well with Canada's food guide*. Ottawa, ON: Author.

Here, the word *Author* indicates that the publisher is also the author.

If you are citing a report with a publication number, you should include this number in parenthesis following the title.

Office of the Auditor General of British Columbia. (2005). *Salmon forever: An assessment of the provincial role in sustaining wild salmon* (Report No. 5). Victoria, BC: Author.

Book with an Editor in Place of an Author

Trovato, F., & Romaniuk, A. (Eds.). (2014). *Aboriginal populations: Social, demographic, and epidemiological perspectives*. Edmonton: University of Alberta Press.

If there is only one editor, use the abbreviation *Ed.* in place of *Eds.*

Book in Translation

Lacan, J. (1977). *Écrits: A selection* (A. Sheridan, Trans.). New York, NY: W. W. Norton.

Book in a Second or Subsequent Edition

Baker, M. (2014). *Choices and constraints in family life* (3rd ed.). Toronto, ON: Oxford University Press.

Electronic Version of a Print Book

Do not include publication details of the print version, but do include a description of the version (if applicable) and either the digital object identifier (DOI) or the uniform resource locator (URL) of the site from which you retrieved the material.

Woods, R. (2013). *Children's moral lives: An ethnographic and psychological approach* [Adobe PDF version]. doi:10.1002/9781118326176

Douglass, F. (1881). *My escape from slavery* [MS Reader version]. Retrieved from <http://etext.lib.virginia.edu/ebooks>

Chapter in an Edited Book

Stets, J. E. (2006). Identity theory. In P. J. Burke (Ed.), *Contemporary social psychological theories* (pp. 88–110). Stanford, CA: Stanford University Press.

Articles

Article in a Journal

List journal article data in the following sequence: author, date of publication, title of article, title of journal, volume number, issue number (if any), and page range. If the article has been assigned a digital object identifier (DOI), include the DOI after the page range.

Valkenburg, P. M., & Peter, J. (2007). Who visits online dating sites? Exploring some characteristics of online daters. *CyberPsychology and Behavior*, 10(6), 849–852. doi:10.1089/cpb.2007.9941

If the article has not been assigned a DOI and you accessed it online, include the uniform resource locator (URL) for the home page of the site from which you retrieved the article.

Barton, S. S. (2008). Discovering the literature on Aboriginal diabetes in Canada: A focus on holistic methodologies. *Canadian Journal of Nursing Research*, 40(4), 26–54. Retrieved from <http://cjr.mcgill.ca>

If the article has no DOI and you accessed a printed copy, simply end the reference entry after the final page number.

Marsh, H. W., Perry, C., Horsely, C., & Roche, L. (1995). Multidimensional self-concepts of elite athletes: How do they differ from the general population? *Journal of Sport & Exercise Psychology*, 17(1), 70–83.

Article in a Magazine

Cite the complete date as presented on the magazine's cover—year and month or year, month, and day. Include the volume and issue numbers if available. Conclude with the page number(s).

Geddes, J. (2012, February 27). A disposable workforce. *Maclean's*, 125(7), 22.

For a magazine article you accessed online, include the URL for the home page of the site from which you retrieved the article.

Breuning, L. G. (2014, September 23). How to make frustration work for you. *Psychology Today*. Retrieved from <http://www.psychologytoday.com>

Article in a Newspaper

List the author, if given; if no author is given, begin with the title. Include the full date. The abbreviation *p.* or *pp.* is used for newspaper articles. If the article breaks off and continues later in the work, give all page numbers, separated by commas, or the page range.

McIlroy, A. (2009, April 21). Will advances in stem-cell research mean the birth of the biological single parent? *The Globe and Mail*, pp. L1–L2.

If you are referencing a letter to the editor or an editorial, use the same format but include the description *Letter to the editor* or *Editorial* in square brackets after the title.

The wheat board: Free at last! [Editorial]. (2014, September 23). *The Globe and Mail*, p. O1.

For a newspaper article you accessed online, include the URL for the home page of the site from which you retrieved the article.

Rosen, A. (2014, September 26). How to eat at a restaurant. *National Post*. Retrieved from <http://www.nationalpost.com>

Review

Follow article format, but include in square brackets the title of the work being reviewed preceded by *Review of* and the medium (e.g., *Review of the film . . .*). If you are referencing a review of a book, include the name of the book's author.

Falk, R. (2014). Logic and philosophy of science: Review of *Genetics and philosophy: An introduction* [Review of the book *Genetics and philosophy: An introduction*, by P. Griffiths & K. Stotz]. *Philosophy of Science*, 81(3): 470–475.

If you are referencing a review of a film, a musical album, or some other non-textual work, include the year of release after the title.

Atkinson, N. (2014, September 19). *Love is strange*: A gentle, traditional love story made for modern times. [Review of the film *Love is strange*, 2014]. *The Globe and Mail*. Retrieved from <http://www.theglobeandmail.com>

Article on a Website

If you are referencing an article that appears online but that does not fit into any of the categories outlined above, use the following format: author name, date of posting (or date of last modification), title of article, and URL.

Environment Canada. (2013, October 28). Lightning in Canada. Retrieved from <http://www.ec.gc.ca/foudre-lightning/default.asp?lang=En&n=73364E34-1>

Note that the complete URL is given because it would be hard to locate the document from the organization's home page.

If you are citing supplemental material available only online (e.g., a blog post, a press release, a message posted to an online discussion forum), add a brief description of the content in square brackets following the title.

Dean, J. (2014, July 27). Poor sleep can lead to false memories [Web log post]. Retrieved from <http://www.spring.org.uk/2014/07/poor-sleep-can-create-false-memories.php>

World Health Organization. (2014). First WHO report on suicide prevention [Press release]. Retrieved from <http://www.who.int/mediacentre/news/releases/2014/suicide-prevention-report/en>

Note: If it is necessary to break the URL from one line to the next, you should break it *before* a punctuation mark; never add a hyphen to break a URL.

Non-textual Sources

Film or Video Recording

List the producer(s), the director(s), the year the film was released, and the title of the film followed by *Motion picture* in square brackets. If you watched the film on DVD or videocassette, replace *Motion picture* with *DVD* or *Videocassette* (whichever is applicable). If you watched the film online, replace *Motion picture* with *Video file*. Conclude by giving the country of origin and the studio.

Din, R. (Producer), & Baichwal, J. (Director). (2012). *Payback* [Motion picture]. Canada: National Film Board of Canada.

Coppola, F. F. (Producer & Director). (1979). *Apocalypse now* [DVD]. USA: Zoetrope Studios.

Episode from a Television Series

First, list the writer(s) and the director(s) of the episode, the year the episode was broadcast, and the title of the episode followed by *Television series episode* in square brackets. Next, provide the name of the executive producer(s) of the series and the name of the series. Conclude by giving the city of production and the broadcasting company.

Cogman, B. (Writer), & Sakharov, A. (Director). (2014). The laws of gods and men [Television series episode]. In D. Benioff, D. B. Weiss, & G. R. R. Martin (Executive producers), *Game of thrones*. New York: HBO.

Music Recording

List the writer/composer, the copyright year, and the title of the song followed by the recording artist in square brackets (if different from the writer/composer). Conclude by giving the album title, the medium of the recording in square brackets, the city and state or province (or country, if outside Canada and the United States), and the label. If the recording date is different from the copyright year, provide this information in parenthesis at the very end.

Cohen, L. (1967). Sisters of mercy [Recorded by Serena Ryder]. On *If your memory serves you well* [CD]. Toronto, ON: EMI. (2006)

Morrison, V. (1993). Gloria. On *Too long in exile* [CD]. London, England: Polydor.

Podcast

List the producer, the full release date, the title of the podcast followed by *Audio podcast* in square brackets, and the retrieval information.

Horne, E. (Producer). (2014, May 2). *Radiolab* [Audio podcast]. Retrieved from <http://www.radiolab.org>

Multiple Works by the Same Author or Creator

When listing more than one work by the same author, arrange the entries chronologically, earliest to most recent. Works by the same author with the same publication year are arranged alphabetically by first major word of the title, and a lowercase letter is added following the publication year.

Foucault, M. (1977). *Discipline and punish: The birth of the prison* (A. Sheridan, Trans.). New York, NY: Random House.

Foucault, M. (1980a). *The history of sexuality* (R. Hurley, Trans.). New York, NY: Random House.

Foucault, M. (1980b). *Power/knowledge: Selected interviews and other writings 1972–1977* (C. Gordon, L. Marshall, J. Mepham, & K. Soper, Trans.). Brighton, England: Harvester Press.

If two works have the same first author but different second authors, arrange the entries alphabetically by the second author's last name.

Jason, L. A., & Klich, M. M. (1982). Use of feedback in reducing television watching. *Psychological Reports*, 51, 812–814.

Jason, L. A., & Rooney-Rebeck, P. (1984). Reducing excessive television viewing. *Child & Family Behavior Therapy*, 6(2), 61–69.

Sample Reference List

Begin your reference list on a new page at the end of your paper, with page numbers in the upper right-hand corner continuing from the last page of your essay. Include the title of your paper in the upper left-hand corner of each page, as you would for pages in the body of the essay. Arrange the entries alphabetically by authors' last names or, if the author is unknown, by titles (ignore introductory articles—*A*, *An*, *The*—when alphabetizing by title). Double-space the entire list, both between and within entries. Format the entries with hanging indentation, which puts the first line of an entry at the left margin with subsequent lines indented. Centre the title, *References*, approximately one inch from the top of the page.

References

- American Psychiatric Association. (2013). *Diagnostic and statistical manual of mental disorders* (5th ed.). Arlington, VA: American Psychiatric Publishing.
- Arocena, F., & Bowman, K. (2014). *Lessons from Latin America: Innovations in politics, culture, and development*. Toronto, ON: University of Toronto Press.
- Atkinson, N. (2014, September 19). *Love is strange*: A gentle, traditional love story made for modern times. [Review of the film *Love is strange*, 2014]. *The Globe and Mail*. Retrieved from <http://www.theglobeandmail.com>
- Baker, M. (2014). *Choices and constraints in family life* (3rd ed.). Toronto, ON: Oxford University Press.
- Barton, S. S. (2008). Discovering the literature on Aboriginal diabetes in Canada: A focus on holistic methodologies. *Canadian Journal of Nursing Research*, 40(4), 26–54. Retrieved from <http://cjunr.mcgill.ca>
- Breuning, L. G. (2014, September 23). How to make frustration work for you. *Psychology Today*. Retrieved from <http://www.psychologytoday.com>
- Cogman, B. (Writer), & Sakharov, A. (Director). (2014). The laws of gods and men [Television series episode]. In D. Benioff, D. B. Weiss, & G. R. R. Martin (Executive producers), *Game of thrones*. New York: HBO.
- Cohen, L. (1967). Sisters of mercy [Recorded by Serena Ryder]. On *If your memory serves you well* [CD]. Toronto, ON: EMI. (2006)
- Coppola, F. F. (Producer & Director). (1979). *Apocalypse now* [DVD]. USA: Zoetrope Studios.
- Crawford, D. H., Rickinson, A., & Johannessen, I. (2014). *Cancer virus: The story of Epstein–Barr virus*. Oxford, England: Oxford University Press.

Dean, J. (2014, July 27). Poor sleep can lead to false memories [Web log post].

Retrieved from <http://www.spring.org.uk/2014/07/poor-sleep-can-create-false-memories.php>

Din, R. (Producer), & Baichwal, J. (Director). (2012). *Payback* [Motion picture].

Canada: National Film Board of Canada.

Douglass, F. (1881). *My escape from slavery* [MS Reader version]. Retrieved from

<http://etext.lib.virginia.edu/ebooks>

Environment Canada. (2013, October 28). Lightning in Canada. Retrieved from

<http://www.ec.gc.ca/foudre-lightning/default.asp?lang=En&n=73364E34-1>

Evans, J. L., Roy, F. E., Wilson, E. M., Moore, K., Morales, A., Butler, W. W., . . .

Bouchard, N. E. (2012). *An overview of elections in Canada*. Vancouver, BC:

Independent Press.

Falk, R. (2014). Logic and philosophy of science: Review of *Genetics and philosophy:*

An introduction [Review of the book *Genetics and philosophy: An introduction*, by

P. Griffiths & K. Stotz]. *Philosophy of Science*, 81(3): 470–475.

Foucault, M. (1977). *Discipline and punish: The birth of the prison* (A. Sheridan, Trans.).

New York, NY: Random House.

Foucault, M. (1980a). *The history of sexuality* (R. Hurley, Trans.). New York, NY:

Random House.

Foucault, M. (1980b). *Power/knowledge: Selected interviews and other writings 1972–1977*

(C. Gordon, L. Marshall, J. Mepham, & K. Soper, Trans.). Brighton, England:

Harvester Press.

Geddes, J. (2012, February 27). A disposable workforce. *Maclean's*, 125(7), 22.

Health Canada. (2011). *Eating well with Canada's food guide*. Ottawa, ON: Author.

- Horne, E. (Producer). (2014, May 2). *Radiolab* [Audio podcast]. Retrieved from <http://www.radiolab.org>
- Jason, L. A., & Klich, M. M. (1982). Use of feedback in reducing television watching. *Psychological Reports*, 51, 812–814.
- Jason, L. A., & Rooney-Rebeck, P. (1984). Reducing excessive television viewing. *Child & Family Behavior Therapy*, 6, 61–69.
- Lacan, J. (1977). *Écrits: A selection* (A. Sheridan, Trans.). New York, NY: W. W. Norton.
- Marsh, H. W., Perry, C., Horsely, C., & Roche, L. (1995). Multidimensional self-concepts of elite athletes: How do they differ from the general population? *Journal of Sport & Exercise Psychology*, 17(1), 70–83.
- McIlroy, A. (2009, April 21). Will advances in stem-cell research mean the birth of the biological single parent? *The Globe and Mail*, pp. L1–L2.
- Morrison, V. (1993). Gloria. *On Too long in exile* [CD]. London, England: Polydor.
- Office of the Auditor General of British Columbia. (2005). *Salmon forever: An assessment of the provincial role in sustaining wild salmon* (Report No. 5). Victoria, BC: Author.
- Rosen, A. (2014, September 26). How to eat at a restaurant. *National Post*. Retrieved from <http://www.nationalpost.com>
- Stets, J. E. (2006). Identity theory. In P. J. Burke (Ed.), *Contemporary social psychological theories* (pp. 88–110). Stanford, CA: Stanford University Press.
- Trovato, F., & Romaniuk, A. (Eds.). (2014). *Aboriginal populations: Social, demographic, and epidemiological perspectives*. Edmonton: University of Alberta Press.

Valkenburg, P. M., & Peter, J. (2007). Who visits online dating sites? Exploring some characteristics of online daters. *CyberPsychology and Behavior*, 10(6), 849–852. doi:10.1089/cpb.2007.9941

The wheat board: Free at last! [Editorial]. (2014, September 23). *The Globe and Mail*, p. O1.

Wilber, K. (2000). *Integral psychology: Consciousness, spirit, psychology, therapy*. Boston, MA: Shambhala.

Woods, R. (2013). *Children's moral lives: An ethnographic and psychological approach* [Adobe PDF version]. doi:10.1002/9781118326176

World Health Organization. (2014). First WHO report on suicide prevention [Press release]. Retrieved from <http://www.who.int/mediacentre/news/releases/2014/suicide-prevention-report/en>