

STYLES GUIDES SIMPLIFIED

APA

APA refers to the American Psychological Association. It is also used in other areas, particularly the social sciences.

- In-text citations including the last name of the author and year of publication.
- Reference page containing a list of all the sources cited, organized alphabetically by last name.

MLA

APA refers to the Modern Language Association of America. It is used in the fields of literature and linguistics.

Double spacing is employed using Times New Roman, 12 pt with standard margins of one inch from any side. Quotations are provided ten spaces and new paragraphs are provided five spaces. Titles are numbered using italics, while tables, graphs, and images, are numbered in Arabic numerals. The name of the writer is listed on the title page in the left corner of the paper followed by the name of the instructor, the subject of the study, and the date of completion on separate lines double spaced. The title of the paper is aligned in the centre of the page in title case and italicized.

HARVARD

The title page contains the topic of the research paper, the name of the contributors, affiliated organization, and submission details. The abstract should be 150-200 words. In longer reports, it can be a half to a full page, single spaced. A table of contents is used to identify and allocate various areas according to page number, followed by an introduction providing background information and the purpose and scope of the study. A literature review is presented in the body of the report followed by conclusions and recommendations. Conclusions are drawn from the research and recommendations are based on the conclusions. This is followed by references, glossary, and appendices.

OXFORD

The title page includes the title of the paper, the name of the author, the name of the individual to whom the work is to be submitted, the field of study with relevant codes, the name of the institution, and the date of submission. The table of contents follows, listing each section of the paper with page numbers. Section headings, tables, and figures are written in uppercase with the remainder in lower case. The table of contents is followed by a list of abbreviation, tables and figures. An introduction is provided after the list differentiating the main points of the text. The body is divided into sections, each describing a single main idea followed by conclusions. Appendices, including questionnaires, graphs, are also provided. References are listed in alphabetical order.

CHICAGO

The style most widely applied in academia. The title page comprises the title of the research paper, the name(s) and discipline of contributors, the name of the instructor, and the date of submission. in the header. The header contains the surname of the writer and right-aligned page numbers with the title page as page one. An abstract follows the title page, providing a brief account of the paper. A table of contents is generally included.

Referencing format: title of the article, title of the article, volume number, year, and page

TURABAIN STYLE

The name of the institution, title of the paper, and purpose of the study is centered, double spaced and in uppercase on the cover page. This word 'by' precedes the name of the writer, the city, state, and month and year in which the research was conducted. This is followed by a table of contents, introduction, the body of the paper, conclusion, and references.

Referencing format: author, date of publication, title of the book (underlined or italicized), and place of publication: publisher.

VANCOUVER STYLE

Vancouver style is widely used in the health sciences. Papers include a title, abstract, methods of research, body, results, discussion, conclusions, and acknowledgement. Text citations are super script numbers, outside the punctuation, and numbered according to their appearance in the text.