Decimals

see *Publication Manual* Section 6.36 for guidelines on decimal places

- Put a zero before the decimal point when a number is less than 1 but the statistic can exceed 1.
- Do not use a zero before a decimal when the statistic cannot be greater than 1 (proportion, correlation, level of statistical significance).
- In general:
  - Report means and standard deviations for data measured on integer scales (e.g., surveys and questionnaires) to one decimal.
  - Report other means and standard deviations and correlations, proportions, and inferential statistics (*t*, *F*, chi-square) to two decimals.
  - Report exact *p* values to two or three decimals (e.g., $p = .006$, $p = .03$).
  - However, report *p* values less than .001 as "$p < .001$."
- Keep in mind that these are general guidelines and that the most important consideration when deciding the number of decimal places to use in reporting results is the following: **Round as much as possible while considering prospective use and statistical precision.** See *Publication Manual* Section 6.36 for additional guidelines.

Statistics

see *Publication Manual* Sections 6.40–6.45 for guidelines on reporting statistics

- Do not repeat statistics in both the text and a table or figure.
- In tables and figures, report exact *p* values (e.g., $p = .015$), unless *p* is < .001 (instead write as "<.001").
- Put a space before and after a mathematical operator (e.g., minus, plus, greater than, less than). For a negative value, put a space only before the minus sign, not after it (e.g., –8.25).
- Use the symbol or abbreviation for statistics with a mathematical operator (e.g., $M = 7.7$).
- Use the term, not the symbol, for statistics in the text (e.g., "the means were").
- Use italics for letters used as statistical symbols or algebraic variables (e.g., contained 587 *t*-test *p* values; $R^2 = .12$)
- However, use standard (nonitalic) type for Greek letters. See *Publication Manual* Table 6.5 for specific examples.
- Do not define symbols or vabbreviations that represent statistics (e.g., *M*, *SD*, *F*, *t*, *df*, *p*, *N*, *n*, *OR*) and abbreviations or symbols composed of Greek letters. See Table 6.5.
- Define other abbreviations (e.g., AIC, ANOVA, BIC, CFA, CI, NFI, RMSEA, SEM). See Table 6.5.

Last Updated February 22, 2022

More information on APA Style can be found in the *Publication Manual of the American Psychological Association* (7th ed.) and the *Concise Guide to APA Style* (7th ed.).

CITE THIS HANDOUT:
American Psychological Association. (2022). *APA Style numbers and statistics guide*. https://apastyle.apa.org/instructional-aids/numbers-statistics-guide.pdf

We thank Traci Giuliano, of Southwestern University, for providing the inspiration for this content.