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REMINDERS:

 Emails, telephone conversations, correspondence, memos, interviews, etc. do not have entries in a reference list because they do not provide recoverable data.
 However, they do need to be cited in text listing the person's name and the specific date.

Examples:

Technology is only as good as the people who use it (M. Davis, personal communication, March 13, 2010).

Mark Davis (personal communication, March 13, 2010) noted that technology is only as good as the people who use it.

 When citing from the Bible, a reference list entry is not required--only an in-text citation is needed.

Example:

Deuteronomy 25:15 (New International Version)

• When citing a secondary source, include in the reference list only the source in which the secondary work was discussed.

Example:

Reference:

Coltheart, M., Curtis, B., Atkins, P., & Haller, M. (1993). Models of reading aloud:

Dual-route and parallel-distributed-processing approaches. Psychological Review,

100, 589-608.

In-text:

In Seidenberg and McClelland's study (as cited in Coltheart, Curtis, Atkins, & Haller,

1993), models...