Taylor & Francis Standard Reference Style: APA

APA (American Psychological Association) references are widely used in the social sciences, education, engineering and business. For detailed information, please see the *Publication Manual of the American Psychological Association*, 6th edition, http://www.apastyle.org/ and http://blog.apastyle.org/.

Contents of this guide

In the text	
Placement	References are cited in the text by the author's surname, the publication date of the work cited, and a page number if necessary. Full details are given in the reference list. Place them at the appropriate point in the text. If they appear within parenthetical material, put the year within commas: (see Table 3 of National Institute of Mental Health, 2012, for more details)
Within the same parentheses	Order alphabetically and then by year for repeated authors, with in-press citations last. Separate references by different authors with a semi-

	colon.
Repeat mentions in the same paragraph	If name and year are in parentheses, include the year in subsequent citations.
With a quotation	This is the text, and Smith (2012) says "quoted text" (p. 1), which supports my argument. This is the text, and this is supported by "quoted text" (Smith, 2012, p. 1). This is a displayed quotation. (Smith, 2012, p. 1)
Page number	(Smith, 2012, p. 6)
One author	Smith (2012) or (Smith, 2012)
Two authors	Smith and Jones (2012) or (Smith & Jones, 2012)
Three to five authors	At first mention: Smith, Jones, Khan, Patel, and Chen (2012) or (Smith, Jones, Khan, Patel, & Chen, 2012) At subsequent mentions: Smith et al. (2012) or (Smith et al., 2012) In cases where two or more references would shorten to the same form, retain all three names.
Six or more authors	Smith et al. (2012) (Smith et al., 2012)
Authors with same surname	G. Smith (2012) and F. Smith (2008) G. Smith (2012) and F. Smith (2012)
No author	Cite first few words of title (in quotation marks or italics depending on journal style for that type of work), plus the year: ("Study Finds," 2007) If anonymous, put (Anonymous, 2012).
Groups of authors that would shorten to the same form	Cite the surnames of the first author and as many others as necessary to distinguish the two references, followed by comma and et al.
Organization as author	The name of an organization can be spelled out each time it appears in the text or you can spell it out only the first time and abbreviate it after that. The guiding rule is that

	the reader should be able to find it in the reference list easily. National Institute of Mental Health (NIMH, 2012) or (National Institute of Mental Health [NIMH], 2012) University of Oxford (2012) or (University of Oxford, 2012)
Author with two works in the same year	Put a, b, c after the year (Chen, 2011a, 2011b, in press-a)
Secondary source	When it is not possible to see an original document, cite the source of your information on it; do not cite the original assuming that the secondary source is correct. Smith's diary (as cited in Khan, 2012)
Classical work	References to classical works such as the Bible and the Qur'an are cited only in the text. Reference list entry is not required. Cite year of translation (Aristotle, trans. 1931) or the version you read: Bible (King James Version).
Personal communication	References to personal communications are cited only in the text: A. Colleague (personal communication, April 12, 2011)
Unknown date	(Author, n.d.)
Two dates	(Author, 1959–1963) Author (1890/1983)
Notes	Endnotes should be kept to a minimum. Any references cited in notes should be included in the reference list.
Tables and figures	Put reference in the footnote or legend.
Reference list	
Order	Alphabetical letter by letter, by surname of first author followed by initials. References by the same single author are ordered by date, from oldest to most recent. References by more than one author with the same first

	author are ordered after all references by the first author alone, by surname of second author, or if they are the same, the third author, and so on. References by the same author with the same date are arranged alphabetically by title excluding 'A' or 'The', unless they are parts of a series, in which case order them by part number. Put a lower-case letter after the year: Smith, J. (2012a). Smith, J. (2012b). For organizations or groups, alphabetize by the first significant word of their name. If there is no author, put the title in the author position and alphabetize by the first significant word.
Form of author name	Use the authors' surnames and initials unless you have two authors with the same surname and initial, in which case the full name can be given: Smith, J. [Jane]. (2012). Smith, J. [Joel]. (2012). If a first name includes a hyphen, add a full stop (period) after each letter: Jones, J.-P.
Book	
One author	Author, A. A. (2012). *This is a book title: And subtitle*. Abingdon: Routledge.
Two authors	Author, A. A., & Author, B. B. (2012). *This is a book title: And subtitle*. Abingdon: Routledge.
Three authors	Author, A. A., Author, B. B., & Author, C. C. (2012). *This is a book title: And subtitle*. Abingdon: Routledge.
More authors	Include all names up to seven. If there are more than seven authors, list the first six with an ellipsis before the last. Author, M., Author, B., Author, E., Author, G., Author, D., Author, R., … Author, P. (2001).
Organization as author	American Psychological Association. (2003). *Book title: And subtitle.* Abingdon: Routledge.
No author	*Merriam Webster's collegiate dictionary* (10th ed.). (1993). Springfield, MA: Merriam-Webster.

Chapter	Author, A. A. (2012). This is a chapter. In J. J. Editor (Ed.), *Book title: And subtitle* (pp. 300−316). Abingdon: Routledge. Author, A. A. (2012). This is a chapter. In J. J. Editor & B. B. Editor (Eds.), *Book title: And subtitle* (pp. 300−316). Abingdon: Routledge. Author, A. A. (2012). This is a chapter. In J. J. Editor, P. P. Editor, & B. B. Editor (Eds.), *Book title: And subtitle* (pp. 300−316). Abingdon: Routledge.
Edited	Editor, J. J. (Ed.). (2012). *Book title: And subtitle.* Abingdon: Routledge. Editor, J. J., Editor, A. A., & Editor, P. P. (Eds.). (2012). *Book title: And subtitle.* Abingdon: Routledge. Editor, J. J., & Editor, P. P. (Eds.). (2012). *Edited online book: And subtitle*. Retrieved from http://www.xxxxxx
Edition	Author, A. A. (2012). *Book title: And subtitle* (4th ed.). Abingdon: Routledge.
Translated	Author, J. J. (2012). *Book title: And subtitle*. (L. Khan, Trans.). Abingdon: Routledge.
Not in English	Piaget, J., & Inhelder, B. (1951). *La genèse de l'idée de hasard chez l'enfant* [The origin of the idea of chance in the child]. Paris: Presses Universitaires de France.
Online	Author, A. A. (2012). *Title of work: Subtitle* [Adobe Digital Editions version]. Retrieved from http://www.xxxxxx
Place of publication	Always list the city, and include the two-letter state abbreviation for US publishers. There is no need to include the country name: New York, NY: McGraw-Hill Washington, DC: Author Newbury Park, CA: Sage Pretoria: Unisa Chicago, IL: University of Chicago Press Cambridge, MA: Harvard University Press Abingdon: Routledge

	If the publisher is a university and the name of the state is included in the name of the university, do not repeat the state in the publisher location: Santa Cruz: University of California Press Lincoln: University of Nebraska Press
Publisher	Give the name in as brief a form as possible. Omit terms such as 'Publishers', 'Co.', 'Inc.', but retain the words 'Books' and 'Press'. If two or more publishers are given, give the location listed first or the location of the publisher's home office. When the author and publisher are identical, use the word Author as the name of the publisher.
Multivolume works	
Multiple volumes from a multi-volume work	Levison, D., & Ember, M. (Eds). (1996). *Encyclopedia of cultural anthropology* (Vols. 1-4). New York, NY: Henry Holt. Use Vol. for a single volume and Vols. for multiple volumes. In text, use (Levison & Ember, 1996).
A single volume from a multi-volume work	Nash, M. (1993). Malay. In P. Hockings (Ed.), *Encyclopedia of world cultures* (Vol. 5, pp. 174-176). New York, NY: G.K. Hall. In text, use (Nash, 1993).
Journal	
One author	Author, A. A. (2011). Title of article. *Title of Journal, 22*, 123–231. doi:xx.xxxxxxxxxx Provide the issue number ONLY if each issue of the journal begins on page 1. In such cases it goes in parentheses:

	Journal, 8(1), pp–pp. Page numbers should always be provided. If there is no DOI and the reference was retrieved from an online database, give the database name and accession number or the database URL (no retrieval date is needed): Author, A. A. (2011). Title of article. *Title of Journal, 22*, 123–231. Retrieved from http://www.xxxxx If there is no DOI and the reference was retrieved from a journal homepage, give the full URL or site's homepage URL: Author, A. A. (2011). Title of article. *Title of Journal, 22*, 123–231. Retrieved from http://www.xxxxx
Two authors	Author, A. A., & Author, B. B. (2004). Title of article. *Title of Journal, 22*, 123–231. doi:xx.xxxxxxxxxx
Three authors	Author, A. A., Author, B. B., & Author, C. C. (1987). Title of article. *Title of Journal, 22*, 123–231. doi:xx.xxxxxxxxxx
More authors	Include all names up to seven. If there are more than seven authors, list the first six with an ellipsis before the last. Author, M., Author, B., Author, E., Author, G., Author, D., Author, R., … Author, P. (2001).
Organization as author	American Psychological Association. (2003). Title of article: And subtitle. *Title of Journal, 2*, 12–23. doi:xx.xxxxxxxxxx
No author	Editorial: Title of editorial. [Editorial]. (2012). *Journal Title, 14,* 1–2.
Not in English	If the original version is used as the source, cite the original version. Use diacritical marks and capital letters for the original language if needed. If the English translation is used as the source, cite the English translation. Give the English title without brackets. Titles not in English must be translated into English and put in square brackets.

	Author, M. (2000). Title in German: Subtitle of Article [Title in English: Subtitle of article]. *Journal in German, 21,* 208–217. doi:xx.xxxxxxxxx Author, P. (2000). Title in French [Title in English: Subtitle of article]. *Journal in French, 21,* 208–217. doi:xx.xxxxxxxxx
Peer-reviewed article published online ahead of the issue	Author, A. A., & Author, B. B. (2012). Article title. *Title of Journal*. Advance online publication. doi:xx.xxxxxxxxx If you can update the reference before publication, do so.
Supplemental material	If you are citing supplemental material which is only available online, include a description of the contents in brackets following the title. [Audio podcast] [Letter to the editor]
Other article types	Editorial: Title of editorial. [Editorial]. (2012). *Title of Journal, 14*, 1−2. Author, A. A. (2010). Title of review. [Review of the book *Title of book*, by B. Book Author]. *Title of Journal, 22*, 123–231. doi:xx.xxxxxxxxx
Article in journal supplement	Author, A. A. (2004). Article title. *Title of Journal*, *42*(Suppl. 2), xx–xx. doi:xx.xxxxxxxxx
Conference	
Proceedings	To cite published proceedings from a book, use book format or chapter format. To cite regularly published proceedings, use journal format.
Paper	Presenter, A. A. (2012, February). *Title of paper*. Paper presented at the meeting of Organization Name, Location.
Poster	Presenter, A. A. (2012, February). *Title of poster*. Poster session presented at the meeting of Organization Name, Location.
Thesis	

	Author, A. A. (2012). *Title of thesis* (Unpublished doctoral dissertation or master's thesis). Name of Institution, Location.
Unpublished work	
Manuscript	Author, A. A., Author, B. B., & Author, C. C. (2008). *Title of manuscript*. Unpublished manuscript. Author, A. A., Author, B. B., & Author, C. C. (2012). *Title of manuscript*. Manuscript submitted for publication.
Forthcoming article	Author, A. A., Author, B. B., & Author, C. C. (in press). Title of article. *Title of Journal*. doi:xx.xxxxxxxxx
Forthcoming book	Author, A. A. (in press). *Book title: Subtitle.*
Internet	
Website	When citing an entire website, it is sufficient just to give the address of the site in the text. The BBC (http://www.bbc.co.uk).
Web page	If the format is out of the ordinary (e.g. lecture notes), add a description in brackets. Author, A. (2011). Title of document [Format description]. Retrieved from http://URL
Newspaper or magazine	
	Author, A. (2012, January 12). Title of article. *The Sunday Times*, p. 1. Author, A. (2012, January 12). Title of article. *The Sunday Times*. Retrieved from http://www.sundaytimes.com Title of article. (2012, January 12). *The Sunday Times*. Retrieved from http://www.sundaytimes.com/xxxx.html
Reports	

May or may not be peer-reviewed; may or may not be published. Format as a book reference.	Author, A. A. (2012). *Title of work* (Report No. 123). Location: Publisher. Author, A. A. (2012). *Title of work* (Report No. 123). Retrieved from Name website: http://www.xxxxxxxx.pdf
Working paper	Author, A. A. (2012). *Title of work* (Working Paper No. 123). Location: Publisher. Author, A. A. (2012). *Title of work* (Working Paper No. 123). Retrieved from Name website: http://www.xxxxxxxx.pdf
Discussion paper	Author, A. A. (2012). *Title of work* (Discussion Paper No. 123). Location: Publisher. Author, A. A. (2012). *Title of work* (Discussion Paper No. 123). Retrieved from Name website: http://www.xxxxxxxx.pdf
Personal communication	
	Personal communication includes letters, emails, memos, messages from discussion groups and electronic bulletin boards, personal interviews. Cite these only in the text. Include references for archived material only.
Other reference types	
Patent	Cho, S. T. (2005). *U.S. Patent No. 6,980,855*. Washington, DC: U.S. Patent and Trademark Office.
Map	London Mapping Co. (Cartographer). (1960). Street map. [Map]. Retrieved from http://www.londonmapping.co.uk/maps/xxxxx.pdf
Act	Mental Health Systems Act, 41 U.S.C. § 9403 (1988).
Audio and visual media	Taupin, B. (1975). Someone saved my life tonight [Recorded by Elton John]. On *Captain fantastic and the brown dirt cowboy* [CD]. London: Big Pig Music Limited. Author, A. (Producer). (2009, December 2). *Title of*

	podcast [Audio podcast]. Retrieved from http://www.xxxxx.com Producer, P. P. (Producer), & Director, D. D. (Director). (Date of publication). *Title of motion picture* [Motion picture]. Country of origin: Studio or distributor. Smith, A. (Writer), & Miller, R. (Director). (1989). Title of episode [Television series episode]. In A. Green (Executive Producer), *Series*. New York, NY: WNET. Miller, R. (Producer). (1989). *The mind* [Television series]. New York, NY: WNET.
Database	Author, A. A., Author, B. B., & Author, A. A. (2002). A study of enjoyment of peas. *Journal Title, 8*(3). Retrieved February 20, 2003, from the PsycARTICLES database.
Dataset	Author. (2011). *National Statistics Office monthly means and other derived variables* [Data set]. Retrieved March 6, 2011, from http://www.xxxxx.com If the dataset is updated regularly, use the year of retrieval in the reference, and using the retrieval date is also recommended.
Computer program	Rightsholder, A. A. (2010). Title of program (Version number) [Description of form]. Location: Name of producer. Name of software (Version Number) [Computer software]. Location: Publisher. If the program can be downloaded or ordered from a website, give this information in place of the publication information.