

What Is Referencing/Citation?

Whenever you use other people's words, ideas, information, or images in your own work, you need to identify the source accurately to 1) give credit to the original creators of the work and 2) provide your reader with a reliable path to the original source.

What Is Plagiarism?

Plagiarism is a form of academic misconduct that occurs when a student uses the work of others but fails to accurately cite it. Inaccurate citations make it difficult or impossible for your reader to locate the original source. Missing citations give the impression that you are trying to take credit for the work of others. Plagiarism commonly results in a 0% on the assignment; however, depending on the circumstances, the consequence could escalate to the student being required to leave MRU temporarily or permanently. To learn more about avoiding plagiarism, see the resources at www.mtroyal.ca/codeofstudentconduct.

What Is APA?

[APA style](#) was created by the American Psychological Association (APA). There are many different style guides (e.g., MLA, Chicago, SAA, Harvard), and each one is basically a set of standard rules for referencing and formatting documents. The *Publication Manual of the American Psychological Association* (7th ed.) is the main source of information for this handout.

What Does APA Referencing Look Like?

There are two parts:

1. In-text citations (within the body of your paper): Each in-text citation gives just enough information on a particular source to "point" the reader to the corresponding, more detailed entry on the reference list.

Educators and parents are becoming increasingly concerned about the addictive properties of social media. A recent study of secondary school students in the UK found that Instagram addiction was linked to declining mental health (Taprobane & Boucher, 2018). Previous studies found a connection between compulsive Facebook and Twitter use and anxiety (Kahale, 2016; Park, 2019). In addition to mental health concerns, social media use has been . . .

2. The reference list (on a separate page at the end of your paper): This is the list of sources you used and cited in your paper.

References

Kahale, D. (2016). *The Facebook dilemma*. University of Toronto Press. <https://doi.org/10.100xx046>

Park, J. (2019, May 29). Tweets, fake news, and anxiety. *The New York Times*. <https://www.nytimes.com/tweets-fake-news-and-anxiety/>

Taprobane, K., & Boucher, M. L. (2018). Secondary school students and Instagram addiction. *Journal of Behavioral Health*, 9(2), 124-149. <https://doi.org/10.1350/2006.7.2018.18>

In-Text Citations

What Are the Elements of an In-Text Citation?

Always include:

[APA pp. 261-262]

1. author (e.g., last name of person(s), organization's name)
2. year of publication

Sometimes include:

[APA pp. 269-270]

3. locator* (e.g., page number, paragraph number, video time stamp)



*When to include a locator:

| | |
|------------------------------------|---|
| Quotation [APA, p. 270] | When taking something word for word from a source, a locator is required . |
| Paraphrase [APA, p. 269] | When writing about someone else's work in your own words, a locator is optional . If you think a locator would be useful for your reader, include one. NOTE: Some instructors don't require locators and others do; be sure to ask and adhere to your instructor's requirements! |

How Do I Format the Elements?



[APA pp. 262-263]





You have 2 choices:

| | Parenthetical Citation (Format 1) All elements in parentheses at the end of a sentence. | Narrative Citation (Format 2) Author's last name and year of publication in the sentence. Locator* (when applicable) in parentheses at the end. |
|--|--|--|
| Short quotation (up to 39 words) | One researcher stated that "the ability to think critically is needed in this revolutionary age of technological change" (Lee, 2007, p. 82).  Use commas to separate the elements | Lee (2007) stated that "the ability to think critically is needed in this revolutionary age of technological change" (p. 82). |
| Paraphrase | A recent study of students in the UK found that Instagram addiction was linked to declining mental health (Taprobane & Boucher, 2018).  Place the period <i>after</i> the citation! | Taprobane and Boucher (2018) found that for students in the UK, Instagram addiction was linked to declining mental health. |
| Both formats are equally acceptable! | | |
| NOTE: In APA style, paraphrasing is preferable to quoting; however, check with your instructors for guidance on this. | | |

Can an In-Text Citation Ever Be in the Middle of a Sentence?

Yes! This example shows a paraphrase + a student's analysis. The citation must be attached to the information from the source.

| |
|--|
| Although persistence was identified as the most influential factor (Twoyoungmen, 2010), the study lacked sufficient detail. |
|  information from the source  student's own idea |

| | Parenthetical | Narrative |
|--|--|---|
| 1 author | ----- (Garcia, 2019). | Garcia (2019) argued that ----- . |
| 2 authors Include both authors' last names in every citation | ----- (Smith & Jones, 2004).  use & between names | Smith and Jones (2004) found that ----- .  use "and" between names |
| 3+ authors Include the first author's last name and replace all other authors' names with "et al." | ----- (Simpson et al., 2004).  notice the comma | Simpson et al. (2004) found that ----- .  use "et al." in the sentence |
| Organization without common abbreviation | ----- (Calgary Meals on Wheels, n.d.). | Calgary Meals on Wheels (n.d.) provides ----- . |
| Organization WITH common abbreviation | The first time you cite the source in your paper: ----- (World Health Organization [WHO], 2018). | The first time you cite the source in your paper: World Health Organization (WHO, 2018) warned that ----- . |
| | Every other time you cite that same source: ----- (WHO, 2018). | Every other time you cite that same source: WHO (2018) warned that ----- . |

What if the Author or Date Is Missing?

[APA pp. 264-265, 291]



| Missing Element | What to Do | Parenthetical | Narrative |
|------------------------------------|-----------------------------|---|--|
| No author's or organization's name | Use the title of the source | ----- ("Plastic Bags," 2019). NOTE: If the title is long, use only the first few words when using a parenthetical citation. | The article "Plastic Bags in Green Bins OK in Ottawa as of Today" (2019) noted that ----- . NOTE: Use quotation marks and capital letters for all major words. |
| No date | Use n.d. | ----- (Liu, n.d.). | Liu (n.d.) emphasized ----- . |



How Do I Cite a Source Found in Another Source?

[APA p. 258]

Often an author cites someone else's work. Wherever possible, it is best to track down the original source of the idea. If this is not possible, follow the format below, where Kamura is the source you read, and Patel is the original source.

- The author of the source *you* read goes **after** the words "as cited in"
- Include **only** the source *you* read (Kamura's article) in your reference list
- Include the original source's year of publication if known, otherwise omit it

| Parenthetical | Narrative |
|--|---|
| Little empirical research on students' critical thinking exists (Patel, 2016, as cited in Kamura, 2018).  the source you read | A 2016 review by Patel found little empirical research on students' critical thinking (as cited in Kamura, 2018).  the source you read |

| | Parenthetical | Narrative |
|----------------------------------|--|--|
| Page Numbers | <p>“-----” (Wong, 2018, p. 28).</p> <p>“-----” (Wong, 2018, pp. 5-6).</p> | <p>Wong (2018) proposed, “-----” (p. 28).</p> <p>Wong (2018) proposed, “-----” (pp. 5-6).</p> |
| Paragraph Numbers | <p>“-----” (Enmax, n.d., para. 7).</p> <p>“-----” (Enmax, n.d., paras. 3-4).</p> | <p>Enmax (n.d.) reported, “-----” (para. 7).</p> <p>Enmax (n.d.) reported, “-----” (paras. 3-4).</p> |
| Headings or Section Names | <p>“-----” (Lachs, 2019, Proposed Solution section).</p> <p style="text-align: center;"> notice the capital letters</p> <p>NOTE: Long headings should be shortened to a few words. If you shorten a heading, use quotation marks around it.</p> <p>“-----” (Lachs, 2019, “Ways” section).</p> | <p>Lachs (2019) suggested that “-----” (Proposed Solution section).</p> <p>Lachs (2019) suggested that “-----” (“Ways” section).</p> |
| Slides | “-----” (Santos, 2015, Slide 5). | Santos (2015) claimed, “-----” (Slide 5). |
| Time Stamps | <p>“-----” (Bozalek & Ivala, 2016, 2:45).</p> <p style="text-align: center;"> Time when quote begins</p> | Bozalek and Ivala (2016) noted that “-----” (2:45). |
| Tables | “-----” (Statistics Canada, 2018, Table 4). | Statistics Canada (2018) found that “-----” (Table 4). |

NOTE: For a list of other locators (chapters, verses), visit APA Style’s website on [“Citing Specific Parts of a Source.”](#)


How Do I Cite a Long Quotation (40 words or more)?

[APA p. 272]

- Introduce the quotation with a complete sentence and a colon.
- Use a **block format** (indenting all lines approximately half an inch), and **do not** use quotation marks.
- Long quotations should be used sparingly.

Wang et al. (2010) described effective time management as an ongoing process:

Time management takes self-awareness, planning, execution, and reflection. The perception of time management is that once a schedule is created, the work is done, but that is only the first step. Successful students are adaptable and able to make changes to a schedule because they can purposefully and proactively move tasks around to adjust to new situations. (p. 27)

For long quotations, the period goes *before* the parentheses! 

What Is Personal Communication?

[APA pp. 260-261]

When you use a source that is not retrievable by your reader (e.g., face-to-face conversation, guest speaker in class, notes you took during class, an email), cite the information as personal communication. If you are citing an Indigenous Elder or Knowledge Keeper, include their nation or community and location in your in-text citation (visit APA’s webpage on [“Personal Communication”](#) for more).

- **Do not** include the source on your reference list

| Parenthetical | Narrative |
|--|--|
| ----- (P. Rand, personal communication, May 22, 2019). | P. Rand (personal communication, May 22, 2019) observed that --- . |

Appropriate Level of Citation

[APA pp. 253-257]

APA has guidelines about undercitation and overcitation. [Undercitation](#) (not citing when you should) can risk academic misconduct (plagiarism!). [Overcitation](#) (too many citations) can be distracting for the reader. When in doubt, include a full citation.

Citing the Same Source Multiple Times in a Paragraph

[APA pp. 265, 269-270]

When a paraphrase spans a few sentences, include a full citation the first time the source is used. After that, you do not have to cite subsequent sentences as long as it is clear that each one refers to the same source (e.g., by repeating the author's name or using "cues" like "the researchers" or "their study"). [See writing samples below](#).

Remember that this only applies *within a paragraph*; if you start a new paragraph, use a full citation again.

☑ A Plagiarism-Free Paragraph

In this paragraph, the writer has used "cue" words that make it clear to the reader when they are still paraphrasing the authors' work:

The diagram shows a paragraph with several annotations in blue boxes connected by arrows to specific parts of the text:

- Left side annotations:**
 - "Year can be omitted this time *ONLY works for narrative citations!" points to *Simpson et al.*
 - "Page number required for a direct quote" points to (p. 4).
- Right side annotations:**
 - "Full citation the first time the source is used" points to *Simpson et al. (2004)*.
 - "Credit original source using 'cue'" points to *The researchers*.
 - "Student's analysis of findings!" points to the final sentence of the paragraph.
- Bottom annotation:**
 - "Full citation to credit a sentence without 'cues' *DO NOT omit year for parenthetical citations" points to *(Simpson et al., 2004)*.

The paragraph text is: "When students begin to incorporate the use of specific strategies, self-monitoring, and self-reflection into their academic endeavours, they are more successful in reaching their goals. In their examination of students' acquisition of learning strategies, *Simpson et al. (2004)* stressed that students will use a strategy if they understand how, why, and when to use it. *The researchers* argued that students typically need multiple exposures to a new strategy before they decide to adopt it for themselves. *Simpson et al.* also proposed that using the specific strategy taught in a course is often less important than using the metacognitive processes of "selecting, summarizing, organizing, elaborating, monitoring, self-testing, reflecting and evaluating" when working on course content (p. 4). Students need to carefully analyze their assignments in order to select the most appropriate processes to engage in (*Simpson et al., 2004*). These findings underscore the importance of students' use of learning strategies in improving their academic achievement."

☒ NOT a Plagiarism-Free Paragraph:

Here, there is no way for the reader to know which sentences use information from the source and which are the student's own ideas:

The diagram shows a paragraph with annotations in red and blue boxes:

- Left side annotation (red box):** "These three sentences (underlined) use ideas from the original source, but don't include 'cues' or citations to credit it appropriately. This is plagiarism!" points to three underlined sentences in the paragraph.
- Right side annotation (blue box):** "Student's analysis of findings!" points to the final sentence of the paragraph.

The paragraph text is: "When students begin to incorporate the use of specific strategies, self-monitoring, and self-reflection into their academic endeavours, they are more successful in reaching their goals. In their examination of students' acquisition of learning strategies, *Simpson et al. (2004)* stressed that students will use a strategy if they understand how, why, and when to use it. Students typically need multiple exposures to a new strategy before they decide to adopt it for themselves. Using the specific strategy taught in a course is often less important than using metacognitive processes when working on course content. Students need to carefully analyze their assignments in order to select the most appropriate processes to engage in. These findings underscore the importance of students' use of learning strategies in improving their academic achievement."

Creating Your Reference List

The basic pattern for a reference list entry is:

| Author | Date of publication | Title of work* | Retrieval information |
|--------|---------------------|----------------|-----------------------|
|--------|---------------------|----------------|-----------------------|

*Tip: For titles of works, capitalize **only** the first word, the word after a colon or a dash, and proper nouns. Follow this APA rule **even if** the original source you consulted shows the title with capital letters on all major words.

Here are examples of four common types of sources:

| | |
|---------------------------------------|--|
| Book (with edition stated) | <p>↓ authors ↓ year published ↓ book edition</p> <p>Touhy, T. A., & Jett, K. (2018). <i>Ebersole and Hess' gerontological nursing and healthy aging</i> (5th ed.). Elsevier.</p> <p>↑ book title ↑ publisher</p> |
| Journal article | <p>↓ author ↓ year published ↓ article title ↓ journal name ↓ volume(issue)</p> <p>Perrey, S. (2017). Do we perform better when we increase red blood cells? <i>The Lancet Haematology</i>, 4(8), 344-345.</p> <p>https://doi.org/10.1016/S2352-3026(17)30123-0 page range ↑</p> <p>↑ DOI</p> |
| Chapter in an edited book | <p>↓ chapter authors ↓ year published ↓ chapter title ↓ book editors ↓ book title</p> <p>Kushner, K. E., & Jackson, M. (2019). Health and wellness. In B. J. Astle & W. Duggleby (Eds.), <i>Canadian fundamentals of nursing</i> (6th ed., pp. 1-17). Elsevier Canada.</p> <p>chapter page range ↑ ↑ publisher</p> |
| Webpage on website | <p>↓ author ↓ full date published ↓ webpage title ↓ site name</p> <p>Myles, R. (2019, November 27). <i>MRU grads serve up sociology</i>. Mount Royal University. https://www.mtroyal.ca/AboutMountRoyal/MediaRoom/Stories/mru-grads-serve-up-sociology.htm</p> <p>↑ URL for the webpage</p> |

How to Create a Reference List Entry

1. Identify the **type of source** you are using.
Is it a book? An article? A webpage? A report? For online sources, this can be a tricky question to answer. If you are unsure, get help at the Library Service Desk or Student Learning Services.
2. Find the **corresponding section** in the Reference Examples pages of this guide (pp. 8-12).
For example, if your source is a journal article, go to section A on page 8.
3. Find the **example that most closely fits** your source. You might need to combine two examples to get the best fit.
For example, if your journal article has a DOI but has two authors, you will need to combine A1 and A3.
4. Follow the **formatting details** in each example closely (e.g., italics, punctuation, capitalization).

On the following page, you will see a sample reference list. Notice the important formatting rules in the left margin!

FORMATTING RULES

**Title bold,
centered**

References

**Start your
reference list on
a new page**
[APA pp. 40, 303]

**Put entries in
alphabetical
order by the
first letter of the
entry**
[APA p. 303]

**Double space
list within and
between entries**
[APA p. 303]

**Include only
sources cited in
your paper***
[APA p. 257]

**Start each new
entry at the left
margin**
[APA p. 303]

**Use a hanging
indent for
entries that are
more than one
line**
(Tip for PC
users: Ctrl+T)

**List authors in
the order they
appear in the
source. Do not
alphabetize them!**

Ancient tool makers discovered fire treatment. (2009, August 13). *The Globe and Mail*.

<https://www.theglobeandmail.com/news/world/ancient-tool-makers-discovered-fire-treatment/article4213807/>

Arnold, A. (1985). *Afghanistan: The Soviet invasion in perspective* (Rev. ed.). Hoover Press.

<https://books.google.com/>

Bohren, M. A., Hofmeyr, G. J., Sakala, C., Fukuzawa, R. K., & Cuthbert, A. (2017). Continuous support for women during childbirth. *Cochrane Database of Systematic Reviews*.

<https://doi.org/10.1002/14651858.CD003766.pub6>

Canadian Nurses Association. (2017). *Code of ethics for registered nurses*. [https://www.cna-](https://www.cna-aiic.ca/html/en/Code-of-Ethics-2017-Edition/files/assets/basic-html/page-1.html)

[aiic.ca/html/en/Code-of-Ethics-2017-Edition/files/assets/basic-html/page-1.html](https://www.cna-aiic.ca/html/en/Code-of-Ethics-2017-Edition/files/assets/basic-html/page-1.html)

Cell division. (2008). In E. Martin & R. Hine (Eds.), *Dictionary of biology*. Oxford University Press.

Kallai, J., Makany, T., Csatho, A., Karadi, K., Horvath, D., Kovacs-Labadi, B., Jarai, R., Nadel, L., & Jacobs,

J. W. (2007). Cognitive and affective aspects of thigmotaxis strategy in humans. *Behavioral*

Neuroscience, 121(1), 21-30. <https://doi.org/10.1037/0735-7044.121.1.21>

→ Klein, N. (2002). The new apartheid [Review of the book *We are the poor: Community struggles in post-apartheid South Africa*, by A. Desai]. *The Nation*, 275(21), 25-28.

Messina, P. F. (Director). (1995). *Too smart for strangers* [Film]. Walt Disney Home Video.

→ O'Brien-Pallas, L., Hiroz, J., Cook, A., & Mildon, B. (2005). *Nurse-physician relationships: Solutions and recommendations for change*. Nursing Health Services Research Unit.

Sah, P. (2018, January 4). *Study habits for success: Tips for students*. The Conversation.

<https://theconversation.com/study-habits-for-success-tips-for-students-89147>

Simpson, M. L., Stahl, N. A., & Francis, M. A. (2004). Reading and learning strategies: Recommendations for the 21st century. *Journal of Developmental Education*, 28(2), 2-15, 32.

Touhy, T. A., & Jett, K. (2018). *Ebersole and Hess' gerontological nursing and healthy aging* (5th ed.). Elsevier.

Reference Examples

A. Articles: Journals and Periodicals (newspapers, magazines, newsletters) [APA pp. 316-321]

NOTE: For the name of the journal (not the article, but the *journal* itself), capitalize all major words.

| | |
|---|---|
| A1 Scholarly journal article, 1 author, with DOI | <p>Perrey, S. (2017). Do we perform better when we increase red blood cells? <i>The Lancet Haematology</i>, 4(8), 344-345. https://doi.org/10.1016/S2352-3026(17)30123-0</p> <p>NOTE: Always include a digital object identifier (DOI) at the end of the reference entry if one is available. If the doi does not appear as a link, reformat it so that it starts with https://doi.org/</p> <p>For example, an older doi might appear like this: doi:10.1016/S2352-3026(17)30123-0 Reformatted, it should look like this: https://doi.org/10.1016/S2352-3026(17)30123-0</p> |
| A2 Scholarly journal article, up to 20 authors, no DOI (or print version) | <p>Simpson, M. L., Stahl, N. A., & Francis, M. A. (2004). Reading and learning strategies: Recommendations for the 21st century. <i>Journal of Developmental Education</i>, 28(2), 2-15, 32.</p> <p>NOTE: Italicize the journal name and volume number but not the issue number. Some articles may not have an issue number; in that case, omit it.</p> |
| A3 Scholarly article, 2 authors, no DOI, not from library database | <p>Wiebe, S., & MacDonald, C. (2014). Intensification and complexity in teachers' narrated worklives. <i>Canadian Journal of Education</i>, 37(4), 1-26. http://journals.sfu.ca/cje/index.php/cje-rce/article/view/1227/1715</p> |
| A4 Scholarly journal article, 21 or more authors, with DOI: list first 19, then use . . . and list last author | <p>Scaife, A. A., Kucharski, F., Folland, C. K., Kinter, J., Brönnimann, S., Fereday, D., Fischer, A. M., Grainger, S., Jin, E. K., Kang, I. S., Knight, J. R., Kusunoki, S., Lau, N. C., Nath, M. J., Nakaegawa, T., Pegion, P., Schubert, S., Sporyshev, P., Syktus, J., . . . Zhou, T. (2009). The CLIVAR C20C project: Selected twentieth century climate events. <i>Climate Dynamics</i>, 33(5), 603–614. https://doi.org/10.1007/s00382-008-0451-1</p> |
| A5 Scholarly journal article, with article number or eLocator | <p>Norouzi, N., Bhakta, H. C., & Grover, W. H. (2017). Sorting cells by their density. <i>PLOS ONE</i>, 12(7), Article e0180520. https://doi.org/10.1371/journal.pone.0180520</p> <p>NOTE: Include the article number or eLocator instead of the page range.</p> |
| A6 Article from Cochrane Database of Systematic Reviews | <p>Bohren, M. A., Hofmeyr, G. J., Sakala, C., Fukuzawa, R. K., & Cuthbert, A. (2017). Continuous support for women during childbirth. <i>Cochrane Database of Systematic Reviews</i>. https://doi.org/10.1002/14651858.CD003766.pub6</p> <p>NOTE: If an article does not have page numbers, continue to the next part of the reference list entry.</p> |
| A7 Scholarly journal article, advance online publication | <p>Figueira, B., Gonçalves, B., Abade, E., Paulauskas, R., Masiulis, N., & Sampaio, J. (2019). Effects of a 4-week combined sloped training program in young basketball players' physical performance. <i>Science & Sports</i>. Advance online publication. https://doi.org/10.1016/j.scispo.2019.08.001</p> |
| A8 Editorial in a journal | <p>Cowman, S. (2019). Nursing research and patient care: A case for the bedside rather than the bench [Editorial]. <i>Journal of Nursing Management</i>, 27(4), 679-680. https://doi.org/10.1111/jonm.12755</p> |

| | |
|--|---|
| A9 Newspaper or magazine article, with author, web version | Hudes, S. (2019, December 3). Calgary councillors call for removal of lead pipes across city. <i>The Calgary Herald</i> . https://calgaryherald.com/news/local-news/calgary-councillors-call-for-removal-of-lead-pipes-across-city |
| A10 Newspaper or magazine article, author <u>unknown</u>, web version | Ancient tool makers discovered fire treatment. (2009, August 13). <i>The Globe and Mail</i> . https://www.theglobeandmail.com/news/world/ancient-tool-makers-discovered-fire-treatment/article4213807/ |
| A11 Magazine article, with author, volume and issue known, print version | Singer, P. (2011, August). Visible man: Ethics in a world without secrets. <i>Harper's Magazine</i> , 323(1935), 31-36. |
| A12 Magazine article, with author, volume and issue <u>unknown</u>, web version | Wong, A. (2019, December 9). How the Raptors dino became cool again. <i>Maclean's</i> . https://www.macleans.ca/economy/the-future-of-saskberta/ |
| A13 Book review, in a magazine, no DOI | Klein, N. (2002, December 16). The new apartheid [Review of the book <i>We are the poor: Community struggles in post-apartheid South Africa</i> , by A. Desai]. <i>The Nation</i> , 275(21), 25-28. |
| A14 Blog post | Webber, S. (2019, November 22). Information literacy education as a 21 st century survival skill in academia. <i>Information Literacy Weblog</i> . http://information-literacy.blogspot.com/2019/11/information-literacy-education-as-21st.html |

B. Books

[APA pp. 321-325]

NOTE: For book titles, capitalize only the first word, the first word after a colon, and proper nouns, and format in *italics*.

| | |
|---|---|
| B1 Book, 1 author, print version or online version, no DOI | Smullens, S. (2015). <i>Burnout and self-care in social work: A guidebook for students and those in mental health and related professions</i> . NASW Press. NOTE: All examples, except B4, can also apply to formatting ebooks accessed through the Library. |
| B2 Book, 1 author, with DOI | Cleary, T. J. (2018). <i>The self-regulated learning guide: Teaching students to think in the language of strategies</i> . Routledge. https://doi.org/10.4324/9781315693378 |
| B3 Book, 2 authors, edition stated | Touhy, T. A., & Jett, K. (2018). <i>Ebersole and Hess' gerontological nursing and healthy aging</i> (5th ed.). Elsevier. |
| B4 Ebook, not from a library database | Clark, M. A., Douglas, M., & Choi, J. (2018). <i>Biology</i> (2nd ed.). OpenStax. https://openstax.org/details/books/biology-2e NOTE: OpenStax is the book's publisher. |
| B5 Book translated into English | Mancusa, S., & Viola, A. (2015). <i>Brilliant green: The surprising history and science of plant intelligence</i> (J. Benham, Trans.). Island Press. (Original work published 2013) NOTE: The in-text citation should include both publication dates: (Mancusa & Viola, 2013/2015). |
| B6 Ancient Greek or Roman work | Plato. (2015). <i>The republic</i> (B. Jowett, Trans.). Lerner Publishing Group. (Original work published ca. 380 B.C.E.) NOTE: The in-text citation should include both publication dates: (Plato, ca. 380 B. C. E./2015). |

C. Entries and Chapters in Edited Books (encyclopedia and dictionary entries)

NOTE: These entries should begin with the author(s) of the chapter/story/poem, but remember to give credit to the editor(s) as well.

| | |
|--|---|
| C1 Chapter in an edited book, print version or through library database, no DOI | Kushner, K. E., & Jackson, M. (2019). Health and wellness. In B. J. Astle & W. Duggleby (Eds.), <i>Canadian fundamentals of nursing</i> (6th ed., pp. 1-17). Elsevier Canada. |
| C2 Entry/definition, author unknown, print or through library database, no DOI | Cell division. (2019). In R. Hine (Ed.), <i>A dictionary of biology</i> (8th ed.). Oxford University Press. |
| C3 Entry/definition in a web encyclopedia or dictionary | Reilly, J. N. (2019). Winnipeg general strike of 1919. In <i>The Canadian encyclopedia</i> . https://www.thecanadianencyclopedia.ca/en/article/winnipeg-general-strike |
| C4 Entry/definition in a web encyclopedia or dictionary, group author | Merriam-Webster. (n.d.). Stan. In <i>Merriam-Webster.com dictionary</i> . Retrieved December 10, 2019, from https://www.merriam-webster.com/dictionary/stan NOTE: If the page does not specify when it was published or last updated, include the URL and a retrieval date. |

D. Reports & Grey Literature

[APA pp. 329-331]

Grey literature refers to documents produced by organizations like government agencies, professional associations, and non-profits in the course of their business. They typically do not undergo formal peer review.

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| D1 Report on a website, with individual author and publisher | Lee, T., Ford, A., Creech, T., & Sanderson, K. (2019). <i>Improving human and wildlife safety along Alberta's highway network</i> . Miistakis Institute. https://www.rockies.ca/files/reports/Alberta_Improving_Human_and_Wildlife_Safety_April2019.pdf |
| D2 Code of ethics, publisher same as author | Canadian Nurses Association. (2017). <i>Code of ethics for registered nurses</i> . https://www.cnaaicc.ca/html/en/Code-of-Ethics-2017-Edition/files/assets/basic-html/page-1.html NOTE: If the publisher is also the author, omit the publisher from the retrieval information [APA p. 329]. |
| D3 Report, publisher same as author, print version | Alberta Social Services and Community Health. (2005). <i>Breaking the pattern: Understanding wife abuse</i> . |
| D4 Report by organization that is part of a larger entity | Office on Women's Health. (2017). <i>Final report: Opioid use, misuse, and overdose in women</i> . U.S. Department of Health and Human Services. https://www.womenshealth.gov/files/documents/final-report-opioid-508.pdf NOTE: Use the most specific agency as the author. |

E. Online Media (webpages, social media)

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| E1 Webpage on website, group or corporate author | World Health Organization. (2018, April). <i>Measles</i> . https://www.who.int/immunization/diseases/measles/en/ NOTE: For an organization with an acronym, write its name in full on the reference list, and do not include its acronym. |
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| E2 Webpage on website, with author | <p>Myles, R. (2019, November 27). <i>MRU grads serve up sociology</i>. Mount Royal University. https://www.mtroval.ca/AboutMountRoyal/MediaRoom/Stories/mru-grads-serve-up-sociology.htm</p> <p>NOTE: In this example, MRU is the publisher (site name) and Myles is the author. If the author is the same as the publisher, omit the publisher from the retrieval information (see E1).</p> |
| E3 Webpage on a news website (e.g., CBC, BBC, CNN) | <p>Boisvert, N. (2019, November 29). <i>Someone stole your cell number? Acting fast is critical, this industry expert says</i>. CBC. https://www.cbc.ca/news/canada/toronto/number-porting-fraud-advice-1.5377237</p> |
| E4 Multiple pages from a single website, same author, same year (no date) | <p>The Mustard Seed. (n.d.-a). <i>About us</i>. Retrieved December 30, 2019, from https://theseed.ca/about-us/</p> <p>The Mustard Seed. (n.d.-b). <i>Services</i>. Retrieved December 30, 2019, from https://theseed.ca/services/</p> <p>The Mustard Seed. (n.d.-c). <i>Take action</i>. Retrieved December 30, 2019, from https://theseed.ca/take-action/</p> <p>NOTE: Include a separate entry for each individual webpage on a website. Order the title of each page alphabetically (e.g., “About us”), and add a, b, c ... to the year (e.g., 2017a). If the year is not known, then insert a hyphen after n.d. (i.e., n.d.-a). An in-text citation for the first entry above: (The Mustard Seed, n.d.-a).</p> <p>A retrieval date is required because the content of this webpage can change over time. Write the words “Retrieved month day, year, from” before pasting the URL. Do not use the copyright date.</p> |
| E5 Social media post (Tweet, Instagram photo) | <p>Angelou, M. [@DrMayaAngelou]. (2013, June 9). <i>You can only become truly accomplished at something you love</i> [Tweet]. Twitter. https://twitter.com/DrMayaAngelou/status/343844424767389696/</p> <p>NOTE: Include both the author’s real name and [screen name]. If no real name is available, use the screen name without []. Also, put the type of source in [] after the title, e.g., [Status update], [Facebook page], etc.</p> |
| E6 Social media profile (Facebook page, Twitter profile) | <p>Students’ Association of Mount Royal University (SAMRU). (n.d.). <i>Home</i> [Facebook page]. Facebook. Retrieved December 10, 2019, from https://www.facebook.com/samrubuzz/</p> |

F. Audiovisual Sources (images, videos, podcasts)

[APA pp. 341-347]

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| F1 Image on a museum website, with photographer or artist, date and title | <p>Mylayne, J.-L. (2017). <i>Together</i> [Photograph]. Museum of Modern Art, New York, NY, United States. https://www.moma.org/collection/works/273229?locale=en&page=1&with_images=true</p> <p>NOTE: Use the same format for a painting but change to [Painting]. Check if your instructor wants a parenthetical citation or a figure note under the image (see Section 7.28 of the <i>APA Manual</i>). Also, use images for which the creator has given permission.</p> <p>Consult the MRU Copyright guide for more information: http://libguides.mtroval.ca/copyright</p> |
| F2 Image on a website, no photographer, no title, no date | <p>[Photograph of Mount Royal University personal trainer with client]. (n.d.). Mount Royal University. Retrieved July 2, 2019, from https://www.mtroval.ca/CampusServices/Recreation/PersonalTraining/index.htm</p> <p>NOTE: If the image does not have a title, begin the citation with a description in square brackets [] of the image.</p> |
| F3 Image from an online newspaper or magazine article | <p>Frare, T. (1990). <i>David Kirby on his deathbed, Ohio, 1990</i> [Photograph]. Time. http://time.com/3503000/behind-the-picure-the-photo-that-changed-the-face-of-aids/</p> |

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| F4 Audio or video podcast | Bowen, L.-S., & Johnson, F. (Hosts). (2019, June 25). What do you really know about the Indian Act? [Audio podcast episode]. In <i>Secret Life of Canada</i> . CBC. https://www.cbc.ca/radio/secretlifeofcanada/what-do-you-really-know-about-the-indian-act-1.5188255 |
| F5 YouTube or other streaming video | Real Grumpy Cat. (2012, September 25). <i>The original Grumpy Cat!</i> [Video]. YouTube. http://www.youtube.com/watch?v=INscMGmhmX4 NOTE: Include both the real name and [screen name] of the person who posted the video as the author. If no real name is available, use the screen name without []. |
| F6 TED Talk | Anholt, S. (2014, June 23). <i>Which country does the most good for the world?</i> [Video]. TED Conferences. https://www.ted.com/talks/simon_anholt_which_country_does_the_most_good_for_the_world NOTE: If you found the video on TED's website, use the name of the speaker as the author. If you found it on YouTube, use the owner of the YouTube account as the author. |
| F7 Film | Messina, P. F. (Director). (1995). <i>Too smart for strangers</i> [Film]. Walt Disney Home Video. |

G. Other Kinds of Sources

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| G1 Class handouts or slides (ppt) on course Blackboard site | Samuels, M. (2010). <i>Midterm review points</i> [PowerPoint slides]. Mount Royal University Blackboard. https://courseware.mymru.ca/ NOTE: "if the work is for professional publication or intended for a wider audience who will not have access to these sources, cite the sources as personal communication " [APA p. 259]. |
| G2 Nursing practice reference guide, print | School of Nursing & Midwifery. (2018). <i>Bachelor of Nursing reference guide</i> . Mount Royal University. |
| G3 Table on Statistics Canada website | Statistics Canada. (2018). <i>Health characteristics, annual estimates</i> [Table]. https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1310009601 |
| G4 Government data set, on a website | Statistics Canada. (2017). <i>Mother tongue (10), age (27) and sex (3) for the population of Canada, provinces and territories, census divisions and census subdivisions, 2016 census</i> [Data set]. https://bit.ly/2YSUxz2 NOTE: If the source's URL is long, you can use URL shorteners (bit.ly) to create a short one [APA p. 300]. |
| G5 Canadian legislation on a website [not covered in APA; refer to NOTE] | <i>Criminal Code</i> , RSC 1985, c C-46 NOTE: The <i>Canadian Guide to Uniform Legal Citation 8th Edition</i> (2014) is available in the MRU Library. |
| G6 Report from Euromonitor in Passport GMID database | Euromonitor International. (2018). Consumer lifestyles in Canada. <i>Passport GMID</i> . http://www.portal.euromonitor.com NOTE: Reports in the Passport GMID database do not have stable URLs or DOIs, so include the link to the homepage instead (see APA's advice on proprietary databases). |
| G7 Brochure, corporate author, publisher is same as author, print | Family Counselling Centre. (2003). <i>Dealing with a delinquent student</i> [Brochure]. |