

APA CITATION GUIDEBOOK

APA 7th EDITION

Resource Unit,
School of General Education,
Brac University



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Table of contents

Introduction	4
What is plagiarism?	4
Why do we need to cite?	5
Basic Format for APA Citation	5
Author/Authors	6
Single Author	6
Two Authors	7
3-7 Authors	7
7 or more authors	8
Organisation as Author	9
Unknown Author	9
Two or More Works by the Same Author	10
Two or more works by the Same Author in the Same Year	11
How to Cite Books	11
Whole authored book	11
Whole edited book	12
Republished book, with editor	13
Book published with new foreword by another author	14
Several volumes of a multivolume work	14
How to Cite Articles in Journals	15
Basic Form	15
	1

Journal article	15
Journal article with an article number	16
Journal article with missing information	16
Abstract of a journal article from an abstract	17
Online-only supplemental material to a journal article	17
How to Cite Other Print Resources	18
Entry in a dictionary, thesaurus, or encyclopedia with a group author	18
Entry in a dictionary, thesaurus, or encyclopedia with an individual author	18
Work discussed in a secondary source	18
Dissertation abstract	19
Dissertation or master's thesis, published	19
Dissertation or master's thesis, unpublished	19
Federal or state statute	19
Report by a government agency or other organisation	20
Report by individual authors at the government agency or other organisation	20
Conference Proceedings	20
How to Cite Other Non-Print Resources	20
Interviews, Emails, and Other Professional Communication	20
Television Broadcast or Series Episode	21
Single Episode of A television series	22
Television Broadcast	22
Music Recording	22
Electronic Sources (Web Publications)	23

Webpage or piece of online content	23
Article from an online journals	24
Online scholarly journal Article: Citing DOIs	25
Article from an online periodical with DOI assigned	26
Article from an online periodical with NO DOI assigned	26
Abstract	27
Newspaper Article	27
Electronic books	28
Chapter/Section of a web document or online edited Book chapter	28
Online book reviews	29
Article from a database	29
Online encyclopaedias and dictionaries	30
Data sets	30
Graphic Data	31
Youtube Video or Video Blog Entry	31
Audio Podcast	32
Video Podcasts	33
Blog (Weblog) Post	33
Computer Software/Downloaded Software	34
Online Lecture Notes and Presentation Slides	34
Additional Readings	36
Bibliography	36
Credits	37

Introduction

When writing academic papers, internship reports, dissertations, theses or research, we may have certain ideas or words we would like to use in our work to add more value and credibility to our writing. Sometimes these might not be words or ideas we originally came up with but rather already exist and belong to someone else. In this case, how do we use these ideas owned by someone else without stealing their work? Surely Brac University Library's plagiarism software will detect that we copy pasted lines or ideas that do not belong to us.

What we may have done before is termed "Plagiarism". So, what is plagiarism you may ask if you do not know already? Let us learn further:

What is plagiarism?

Plagiarism is frequently thought to be copying another person's work or using their ideas without their permission. However, words like "copying" and "borrowing" can downplay how serious the offence is:

To "plagiarise," according to the Merriam-Webster online definition, is to:

- to steal and pass off (the ideas or words of another) as one's own
- to use (another's production) without crediting the source
- to commit literary theft
- to present a new and original idea or product derived from an existing source

Or, to put it another way, plagiarism is a form of fraud. It entails taking another person's work and lying about it later.

The solution is to use citations! It is easy to do, and we will not have to worry about committing literary theft! Indeed, the information we give is proven and verified by authors or scientists. Citations bring value to your academic work.

This is why the sources used must be mentioned and cited correctly in the body of the text and/or at the bottom of the page at the end of our document. The bibliography/references

page appears at the end of the assignment, with a list of detailed sources. There are several ways to mention authors/ sources through the different citation standards. It is up to us to choose the one that suits our paper best or the one applied in our respective departments.

Why do we need to cite?

Reasons to cite your sources besides avoiding plagiarism:

It is possible and even advisable to re-examine ideas or quotations from an author's work. We use copy and paste, paraphrasing, and translating certain passages of books, images, graphics etc. It is a must to cite bibliographic sources well. Indeed, citing the source in the text or at the end of your document is proof of your integrity. Among other things, here are 4 good reasons why you should cite your sources:

- Respect copyright and not commit plagiarism
- Increase the quality of your work
- Check the facts you have presented the readers with
- Allow the reader to develop their perspective with adequate data

Different streams in education use different citation formats. There are many different citation styles, but typically one of three basic approaches- parenthetical citations, numerical citations, or note citations- are used in academia. As a university student, you will use either APA or MLA in your papers, depending on your course. Look below:

- APA (American Psychological Association) is used by Education, Psychology, and Sciences
- MLA (Modern Language Association) style is used by the Humanities
- Chicago/Turabian style is generally used by Business, History, and Fine Arts

Basic Format for APA Citation

Please note that the latest version of the APA citation is the APA 7th edition. It is advised to follow the latest APA 7th format and avoid following the older formats. Please check out the rules of the APA (7th edition) citation format below:

In-text Citation format:

(Last name of the author, year of publication)

In the case of direct quotes, the format is (author last name, year, p.number). If there is no page number, you can avoid it. For example (Sarkar, 2022, p.45) or (Sarkar, 2022, pp.34-60)

While citing, please mention the **surname/last name of the author only**. **Never** write the first name of the author.

There are two ways of writing In-text citation:

(i) Parenthetical In-text Citation: In-text citation using brackets.

For example: This is just an example (Sarkar, 2022).

(ii) Narrative In-text citation: In-text citation written in narrative form.

For example: Sarkar (2022) described an example of narrative in-text citation.

Author/Authors

1. Single Author:

- **In-text Citation:**

Parentheses in-text citation: (last name of the author, year of publication)

e.g: (Sarkar, 2022)

Narrative in-text Citation: Surname (year of publication)

e.g: Sarkar (2022)

- **Reference:**

General format:

Put the last name of the author, author's initials. (Year of publication). Title of the work.
Journal Title, Volume(issues), pages.

Example:

Sarkar, P. K. (2022). The future is female. *Why you should not be an anti-feminist*, 22(2),11-23.

2. Two Authors

- **Parenthesis in-text citation:** (Last name of author 1 & Last name of author 2, year of publication)
e.g: (Sarkar & Anis, 2022)

Note: It is advised to use ampersand "&" instead of "and"

- **Narrative in-text citation:** Last name of author 1 and last name of author 2 (year of publication)
E.g: Sarkar and Anis (2022)

Reference:

Last name of author 1, author 1 initials., & Last name of author 2, author 2 initials. (Year of publication). Title of the work. *Journal Title, Volume(issues), pages.*

Example: Sarkar, P.K., & Anis, M.A. (2022). The future is female. *why you should not be an anti-feminist*,22(2),11-23.

3. 3-7 Authors

- **In-text Citation:**

Parenthesis in-text citation: (Last name of the first author et al., year of publication)
e.g: (Sarkar et al., 2022)

Narrative in-text citation: Last name of the first author et al. (year of publication)
e.g: Sarkar et al. (2022)

- **Reference:**

List by last names of authors and initials, use comma in between to separate the author names and before writing the last author's name put ampersand "&".

Example: Sarkar, P.K., Anis, M.A., Ahmed, T.P., Johnson, D.E., & Biswas, P.M. (2022). The future is female. *Why you should not be an anti-feminist*, 22(2), 11-23.

4. 7 or more authors:

- **In-text citation:** Same as the rule for 3-7 authors.

Parenthesis in-text citation: (Last name of the first author et al., year of publication)
e.g: (Sarkar et al., 2022)

Narrative in-text citation: Last name of the first author et al. (year of publication)
e.g: Sarkar et al. (2022)

- **Reference:**

List by last names and their initials. Use commas to separate the names. The only difference here is that, after the sixth author's name, use an ellipsis "...", and then provide the final author's name. You must not add more than 7 authors' names. The ellipsis indicates the unmentioned names of the authors.

Example: Sarkar, P.K., Anis, M.A., Ahmed, T.P., Johnson, D.E., Biswas, P.M., Roy, K.L.,...Rubin, P.L. (2022). The future is female. *Why you should not be an anti-feminist*, 22(2), 11-23.

5. Organisation as Author

This is also known as “Corporate Author”. Here, the name of the organisation is treated as if it is the author's name, and the same rule as the Author's is applicable. However, in this case, the full name of the organisation has to be mentioned, and no initial is required.

- **In-text citation:**

Parenthesis in-text citation example: (Yellow Boys organisation, 2022)

Narrative in-text citation example: Yellow Boys organisation (2022)

- Reference: full name of the organisation. (Year of publication). Title of the work.
Journal Title, Volume(issues), pages.

Example: Yellow Boy organisation. (2022). The future is female. *Why you should not be an anti-feminist*, 22(2), 11-23.

6. Unknown Author

When the source has no author name, the shortened version of the source's title should be used instead of the author's name. Furthermore, in the reference list of the citation, if the title of the work has been italicised, then you must italicise its name or title while writing the in-text citation as well. In case there is No italicised title name, you may use double quotation marks around the title in the in-text citation.

- **In-text Citation:**

Parentheses:

1. (“A Beautiful Day”, 2001)
2. (*A Beautiful Day*, 2001)

Narrative:

1. “A Beautiful Day” (2001)
2. *A Beautiful Day* (2001)

- **Reference:**

1. A Beautiful Day (6th edition.). (2001). The Publishers. retrieved from <https://xxx.doi.org/xxx>
2. A Beautiful Day (6th edition.). (2001). The Publishers. retrieved from <https://xxx.doi.org/xxx>

7. Two or More Works by the Same Author

Use the Author's last names for every entry and then a list of years by the years (in ascending order)

- **In-text citations:**

Parentheses: (Author, publication year A)

(Author, publication year B)

Example: (Sarkar, 2001)

(Sarkar, 2003)

Narrative: Author (Publication date A)

Author (Publication date B)

Example: Sarkar (2001)

Sarkar (2003)

- **Reference:**

1. In case an author appears as both a sole author and, in another citation, as the first author of the group, you must list the one-author entry first and then the rest.

Example:

Sarkar,P.K. (2022). One Punch Man. *He reads Manga*, 21(2), 32-45

Sarkar,P.K., & Anis,M.A.(2022). The future is female. *Why you should not be an anti-feminist*, 22(2),11-23.

2. In case references have the same first author and different second/third authors, then they shall be arranged in alphabetical order by the last name of the second author or third author (if the first and second authors are the same person.)

Example:

Sarkar, P.K., Anis, M.A., Ahmed, T.P., Johnson, D.E., & Biswas, P.M. (2022). The future is female. *Why you should not be an anti-feminist*, 22(2), 11-23.

Sarkar, P.K., Carl, F.S., Eric, M.S., & Karim, M.S. (2022). The future is female. *Why you should not be an anti-feminist*, 22(2), 11-23.

8. Two or more works by the Same Author in the Same Year

In this case, you must arrange the reference list in alphabetical order by the title of the work and then assign letter suffixes to the year.

- In-text citation:

Parentheses: (Author, publication year and a Letter suffixed)

Example: (Sarkar, 2022a)
(Sarkar, 2022b)

Narrative: Author (publication year and a Letter suffixed)

Example: Sarkar (2022a)
Sarkar (2022b)

- **Reference:**

Sarkar, P.K. (2022a). A beautiful dream. *Why you should not be an anti-feminist*, 22(2), 11-23.

Sarkar, P.K. (2022b). The future is female. *A journey to the Sun*, 22(2), 11-23.

How to Cite Books

1. Whole authored book

Format: Author, A. B. (Year). Title of the book. Publisher. <https://XXX>

Examples:

Khan, L. M. (2019). *The city that never sleeps: Agony & Hatred* (2nd ed.). Hellfire Association.
<https://doi.org/10.1037/0000168-000>

Nomskie, R. M. (2017). *Law of Nature*. Clubfire Books.

Alan, S., & Sen, S. (2020). *The bigger picture: Look Deeper* (3rd digital ed.). Hans Christian Set. <https://bux.bracu.ac.bd/dashboard>

Parenthetical citations: (Khan, 2019), (Nomskie, 2017) , (Alan & Sen, 2020)

Narrative citations: Khan (2019), Nomskie (2017), Alan and Sen (2020)

Notes:

- Provide the author, year of publication, title, and publisher of the book. Use the same format for both print books and ebooks.
- Use the copyright date shown on the book's copyright page as the year of publication in the reference, even if the copyright date is different from the release date.
- Include any edition information in parentheses after the title, without italics.
- If the book includes a DOI, include the DOI in the reference after the publisher's name.
- Do not include the publisher's location.
- If the ebook without a DOI has a stable URL that will resolve for readers, include the URL of the book in the reference (as in the Alan and Sen example, which is from the iBog database, where ebooks are referred to as "internetbooks"). Do not include [the name of the database](#) in the reference.
- If the ebook is from an academic research database and has no DOI or stable URL, end the book reference after the publisher name. Do not include [the name of the database](#) in the reference. The reference in this case is the same as for a print book.

2. Whole edited book

Format: Author Name, Initial(s). (Year). Title of chapter. In Editor Name (Ed.), Title of book (page numbers).

Begum, S., & Anderson, J. L. (2010). *The one that got away*. In Bella Swan (Ed.), *Read a Book for Yourself* (p. 22-30).

Parenthetical citations: (Begum & Anderson, 2010)

Narrative citations: Begum and Andersen (2010)

Notes:

- Use the abbreviation “(Ed.)” for one editor and the abbreviation “(Eds.)” for multiple editors after the editor names, followed by a period. In the case of multiple editors, include the role once, after all the names.
- Include any edition information in parentheses after the title, without italics.
- If the book includes a DOI, include the DOI in the reference after the publisher name.
- Do not include the publisher location.
- If the ebook without a DOI has a stable URL that will resolve for readers, include the URL of the book in the reference (as in the Begum and Andersen example, which is from the iBog database). Do not include [the name of the database](#) in the reference.
- If the ebook is from an academic research database and has no DOI or stable URL, end the book reference after the publisher name. Do not include [the name of the database](#) in the reference. The reference in this case is the same as for a print book.

3. Republished book, with editor

Format: Editor Surname, Initial(s). (Ed.). (Year). Book title: Subtitle.

Kamal, M. S., & Kumar, S. (Ed.). (2013). *Circumstances: Do or Die* (L. Max, Ed.). The Creative Writers Publishing Platform. <http://a.co/06Se6Na>

Paraphrased citation: (Kamal & Kumar, 1920/2013)

Narrative citation: Kamal and Kumar (1920/2013)

Notes:

- The book by Kamal and Kumar was originally published in 1920. It was edited by Max and republished in 2013.
- Sometimes an authored book also credits an editor on the cover. In this case, include the editor in parentheses without italics after the book title.
- Provide the year of the republication in the main date element of the reference. Provide the year of original publication at the end of the reference in parentheses after the words “Original work published.”
- Both publication years appear in the in-text citation, separated with a slash, with the earlier year first.

4. Book published with new foreword by another author

Format: Author(s) of the foreword. (Year of publication). *Title of the foreword*. In Editor(s) or Author of the book, Title of the book.

Mayfield, M. (with Watson, S.). (2014). *Netflix and Chill: The end is near* (50th anniversary ed.). Lunox. (Original work published 1969)

Parenthetical citation: (Mayfield & Watson, 1969/2014)

Narrative citation: Mayfield and Watson (1969/2014)

Notes:

- Use this format when a person other than the original author has added a new part to the work, such as a foreword or introduction.
- Provide the author of the whole book in the main author element of the reference. Then provide the name of the person who wrote the foreword, introduction, or other new part, in parentheses, after the word “with.” In the example, Watson wrote a new foreword to the book by Mayfield.
- When citing the main book, include only the name of the book author in the in-text citation.
- When citing the foreword or introduction, include the name of the author of that part in the in-text citation:
 - **Parenthetical citation of foreword:** Workers in the medical community should “listen to the people who need our help and respond with all the knowledge and skill we can bring to bear” (Mayfield, 1969/2014, foreword by Watson, p. xv).
 - **Narrative citation of foreword:** Byock stated that Mayfield’s (1969/2014) work “challenged the authoritarian decorum and puritanism of the day” (p. xii).

5. Several volumes of a multivolume work

Format: Last name, Initial(s), Last name, Initial(s). (Ed.). (Year). *Title* (volume numbers). Publisher. DOI

Bieber, S. R., Grande, A., & Perry, K. (Eds.). (2012). *Sings From the Heart* (Vols. 1–3). Hellfire Association.

Paranthetical citation: (Bieber et al., 2012)

Narrative citation: Bieber et al. (2012)

How to Cite Articles in Journals

Basic Form

The title of the article is in sentence-case, meaning only the first word and proper nouns in the title are capitalised. The periodical title is run in title case, followed by the volume number which, with the title, is also italicised. If a DOI has been assigned to the article you are using, you should include this after the page numbers for the article. If no DOI has been assigned and you are accessing the periodical online, use the URL of the website from which you are retrieving the periodical.

References Format:

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical*, volume number (issue number), pages. <https://doi.org/xx.xxx/yyyy>

1. Journal article

Nas, L. L., Swift, T., Freya, S., Julian, C., & Belerik, J. (2019). Back and Forth: Enchanted to Meet You. *Songs by Taylor Swift*, 9(3), 237–877. <https://doi.org/10.1037/ppm0000185>

Paranthetical citation: (Nas et al., 2019).

Narrative citation: Nas et al. (2019)

Note:

- If a journal article has a DOI, include the DOI in the reference.
- Always include the issue number for a journal article.
- If the journal article does not have a DOI and is from an academic research database, end the reference after the page range (for an explanation of why, see the [database information page](#)). The reference in this case is the same as for a print journal article.

- Do not include database information in the reference unless the journal article comes from a database that publishes works of limited circulation or original, proprietary content, such as [UpToDate](#).
- If the journal article does not have a DOI but does have a URL that will resolve for readers (e.g., it is from an online journal that is not part of a database), include the URL of the article at the end of the reference.

2. Journal article with an article number

Layla, N., Miya, P., Masha, B., Megan, M., Gusion, L., Lesley, A., & Terizela, O. H. (2018). Characters from Mobile Legends “D. Dre.” *PLoS Five*, 99(3), Article e09939. <https://doi.org/10.1371/journal.pone.0193972>

Parenthetical citation: (Layla et al., 2018)

Narrative citation: Layla et al. (2018)

- If the journal article has an article number instead of a page range, include the word “Article” and then the article number instead of the page range.

3. Journal article with missing information

Missing volume number

Eudora, S. (2016). The best Mage in MLBB. *Please Play Mobile Legends*, (165), 50–68. <https://www.google.com/webhp?authuser=1>

Missing issue number

Hilda, N., Grock, S., & Pharsa, S. (2017). Name of Something. *Understand Olivia Rodrigue*, 20, 23–78. <https://www.google.com/webhp?authuser=1>

Missing page or article number

Amon, J. (2017). Where the Sun Rises: Some lyrics. *Dexters: A Daily Journal, Technology, and Pedagogy*, 21(1). <https://www.google.com/webhp?authuser=1>

Parenthetical citations: (Eudora, 2016) , (Hilda et al., 2017), (Amon, 2017)

Narrative citations: Eudora (2016), Hilda et al. (2017), Amon, (2017)

Note:

- If the journal does not use volume, issue, and/or article or page numbers, omit the missing element(s) from the reference.
- If the volume, issue, and/or article or page numbers have simply not yet been assigned, use the format for an advanced online publication (see Example 7 in the *Publication Manual*) or an in-press article (see Example 8 in the *Publication Manual*).

4. Abstract of a journal article from an abstract

Harith, L. L., & Johnson, K. (2000). Key to Heaven: A case study (Accession No. 20185) [Abstract from Sociological Abstracts]. *Group of Five*, 31(1), 24–53.
<https://doi.org/10.18.999998988>

Parenthetical citation: (Harith & Johnson, 2000)

Narrative citation: Harith and Johnson(2000)

Notes:

- Although it is preferable to cite the whole article, the abstract can be cited if that is your only available source.
- The foundation of the reference is the same as for a journal article.
- If the abstract has a database accession number, place it in parentheses after the title.
- Note that you retrieved only the abstract by putting the words “Abstract from” and then the name of the abstract indexing database in square brackets. Place this bracketed description after the title and any accession number.
- Accession numbers are sometimes referred to as unique identifiers or as publication numbers (e.g., as PubMed IDs); use the term provided by the database in your reference.

5. Online-only supplemental material to a journal article

Gillberg, J. K. (2019). I am Watching You [Supplemental material]. *Journal of Daily life*, 213 (2), 141–142. <https://doi.org/10.1037>

Parenthetical citation: (Gillber, 2019)

Narrative citation: Gillberg (2019)

- The foundation of the reference is the same as for a journal article.
- Include the description “[Supplemental material]” in square brackets after the article title.
- If you cite both the main article and the supplemental material, provide only a reference for the article.

How to Cite Other Print Resources

The following information is based on the Purdue owl citation guide. This citation format for other print sources is similar to books and periodicals with slight changes. The parenthetical and narrative citations are also the same as periodicals or books.

Entry in a dictionary, thesaurus, or encyclopedia with a group author

Institution or organisation name. (Year). Title of entry. In *Title of reference work* (edition, page numbers). Publisher name.

Khalid, Incorporated. (1997). Something. In *Khalid's dictionary* (10th ed., pp. 99-100). Khalid, Incorporated.

Entry in a dictionary, thesaurus, or encyclopedia with an individual author

Last Name, initials. (Year). Title of entry. In initials. Last Name (ed.), *Title of reference work* (edition, page numbers). Publisher.

Guison, S. C. (2009). Obsessive Cleanliness Disorder. In P. L. Roy (ed.), *Encyclopedia of Conan Gray Songs* (pp. 250-252). Seawood.

Work discussed in a secondary source

Provide the source in which the original work was referenced:

Akram, T. (2017). What is Life? *Mystery*, 76(1), 22-37. <http://sub.uwpress.org/lookup/>

Note: Provide the secondary source in the references list; in the text, name the original work, and give a citation for the secondary source. For example, if Deleuze and Guattari's work is cited in Akram and you did not read the original work, list the Akram reference in the References. In the text, use the following citation:

Deleuze and Guattari's concept of the assemblage (as cited in Akram, 2017)....

Dissertation abstract

The 7th edition of the APA manual **does not provide specific guidance on how to cite dissertation abstracts**. Therefore, this citation models that of a journal article, which is similar in format.

Lastname, initials. (Year). Title of dissertation. *Dissertation Abstracts International*, Vol., Page.

Cecilion, S. L. (2012). Play as a Support. *Dissertation Abstracts International*, 55, 02(F).

Dissertation or master's thesis, published

Last Name, F. M. (Year). *Title of dissertation/thesis* (Publication No.) [Doctoral dissertation/Master's thesis, Name of Institution Awarding the Degree]. Database or Archive Name.

Cecilion, S. L. (2012). *Dissertation Abstracts International* (Publication No. 35) [Doctoral dissertation, Grameen University]. Lana Del Rey Dissertations Publishing.

Note: If the dissertation or thesis is not published in a database, include the URL of the site where the document is located.

Dissertation or master's thesis, unpublished

Last Name, initials. (Year). *Title of dissertation/thesis* [Unpublished doctoral dissertation/master's thesis]. Name of Institution Awarding the Degree.

Cecilion, S. L. (2012). *Dissertation Abstracts International* [Unpublished doctoral dissertation]. PIL Institute and Grameen University.

Federal or state statute

Name of Act, Public Law No. (Year). URL

The Law of Torts, Publ. L. No. 311-348, 124 Stat. 219 (2010).

<https://www.govinfo.something>

Report by a government agency or other organisation

Organisation Name. (Year). *Title of report*. URL

Government of Bangladesh Registrar Office. (2019). *Performance and Attendance report: Fiscal year 2019*. <https://www.gao.gov/assets>

Report by individual authors at the government agency or other organisation

Last Name, F. M., & Lastname, F. M. (Year). *Title of report*. Organisation Name. URL

Palanker, D., Volk, J., Lucia, K., & Thomas, K. (2018). *Mental health parity at risk: Deregulating the individual market and the impact on mental health coverage*. National Alliance on Mental Illness. <https://www.nami.org/About-NAMI/Publications-Reports/Public-Policy-Reports/Parity-at-Risk/ParityatRisk.pdf>

Conference Proceedings

Last Name, initials., & Lastname, initials. (Eds.). (Year). *Title of Proceedings*. Publisher. URL (if applicable)

Shinchan, S., Granger, R., & Chou, P. (Eds.). (2006). *Members of Eruditio*. Northern Vale Digital Library. <https://dl.acm.org/citation.cfm?id=>

How to Cite Other Non-Print Resources

1. Interviews, Emails, and Other Professional Communication

In this regard, you need to cite using the communicator's name, the phrase "personal communication," and the date of the communication must be included.

- **In-text citation:**

(Name of the author, “personal communication”, date)

Example: (Pinak Sarkar, personal communication, January 4, 2022)

Or, Pinak Sarkar also expressed that she’s not afraid of cockroaches (personal communication, January 6th, 2021)

- Reference: You DO NOT need to include personal communication in the reference list.

2. Television Broadcast or Series Episode

- **In-text citation:**
- (Last name of the writer & Last name of the director, year of publication)

Example: (Anis & Sarkar, 2022)

- **Reference:**

Writer’s last name, initials. (Writer), & Director's last name, initials.(Director). (Date of broadcast or copyright). Title of Broadcast. [*Television broadcast or Television Series*]. In First letter of the first name. Last name (Producer). City, state of origin: Studio or distributor

Example:

Anis, K.S. (Writer), & Sarkar, S.L. (Director). (January 18th, 1999). Bohemian Rhapsody. [*Television Series*]. In S. Khan (Producer). Dhaka, Bangladesh: Soul Production

3. Single Episode of A television series

- **In-text Citation:** Same as mentioned earlier.
- **Reference:**

Writer's last name, initials. (Writer), & Director's last name, initials. (Director). (Date of broadcast or copyright). Title of Episode. *[Television Series Episode]*. In the first letter of the first name. Last name (Producer). *Series Title*. City, state of origin: Studio or distributor

Example:

Anis, K.S. (Writer), & Sarkar, S.L.(Director). (1999). A New Start (Season 1, Episode 20). *[Television Series Episode]*. In S. Khan (Producer). *Bohemian Rhapsody*. Dhaka, Bangladesh: Soul Production

4. Television Broadcast

- **In-text citation:** Same as mentioned earlier.
- **Reference:**

Producers' last name, initials. (Producer). (Date of broadcast or copyright). Title of Broadcast. *[Television broadcast]*. City, state of origin: Studio or distributor

Example:

Simon, O.L. (Producer). (1999, January 5). A News hour *[Television Broadcast]*. Dhaka, Bangladesh: Soul Production

5. Music Recording

- **In-text Citation:** (Songwriter's Surname, Year, track number)

Example: (Bieber, 2009, track 4)

- **Reference:**

Songwriter's surname, initials. (Date of copyright). Title of song [Recorded by Artist if different from song writer]. On *Title of album* [Medium of recording]. Location: Label. (Recording date is different from copyright date).

Example: Bieber, J. (2009). Somebody to Love [Recorded by Mr.X]. On *Guessing A name here* [CD]. London, England: Big Day Music Limited.

Electronic Sources (Web Publications)

Webpage or piece of online content

- **In-text Citation**

Last name of the author and year of publication

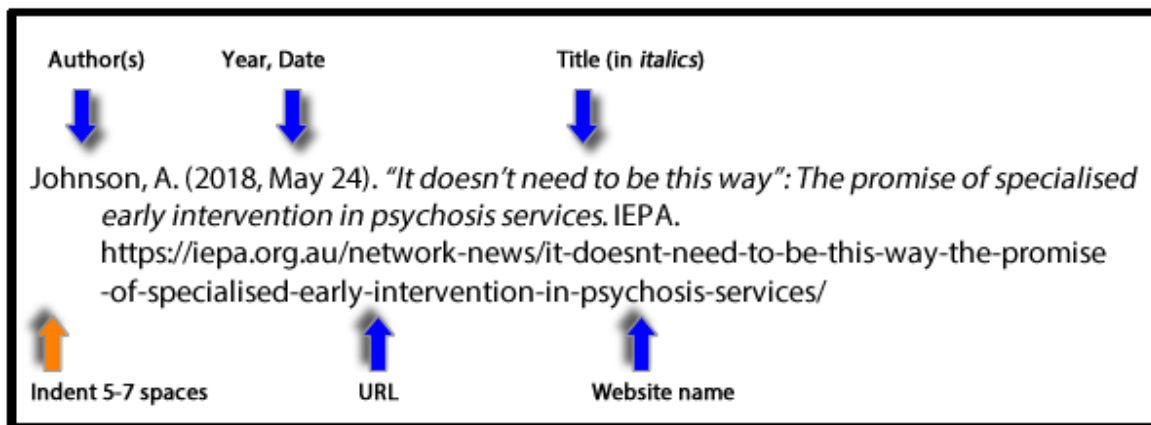
For example: (Johnson, 2018)

The basics of a reference list entry for a webpage on a website :

- Author or authors. The surname is followed by first initials.
- Year, Month Day (in round brackets). Use the most exact date possible
- Title (in *italics*).
- Website name.
- URL.
- The first line of each citation is left adjusted. Every subsequent line is indented 5-7 space.

Example:

Johnson, A. (2018, May 24). *"It doesn't need to be this way": The promise of specialised early intervention in psychosis services*. IEPA. <https://iepa.org.au/network-news/it-doesnt-need-to-be-this-way-the-promise-of-specialised-early-intervention-in-psychosis-services/>



Note:

- Include author(s) name for web page references where possible. An author may be a corporate body or organisation responsible for creating, producing or publishing a web page.
- Where there is no identifiable author or authoring body, use the title of the webpage.
- Some webpages will have a 'last updated' date, use this only if it is clearly related to the content you are citing, not if it applies to the whole website. Otherwise use 'n.d.' for 'no date'.

Article from an online journals

• In-text Citation

Last name of the author and year of publication

For example: (Anis, 2020)

• Reference format

Last name of the author, author's initial. (Year). Title of article. *Title of Periodical*, volume number (issue number), pages. <https://doi:xx.xxxxxxx>

Example:

Anis, M (2020). Problems of diversity in policy and practice: Celtic languages in the United Kingdom. *Comparative Education*, 36(2), 199-209.
<https://doi.org/10.1080/03050060050045363>

(Note: Not every article's reference citation will include a Digital Object Identifier (DOI) number. If the DOI—an alphanumeric string given to some electronic articles—appears in the citation details for an article you are citing from an electronic source, you should include it. Similar to the sample citation above, but without "doi:xx.xxxxxxxx," reference citations without a DOI will appear. If an article doesn't have a DOI assigned to it but you found it online, make sure to add the URL of the website where you found it in the format: retrieved from www.websiteaddress.com

Online scholarly journal Article: Citing DOIs

- **In-text Citation**

Last name of the author and year of publication

For example: (Shaun, 2014)

- **Reference Format**

Last name of the author, author's initial. (Year). Article title. *Journal title*. Volume of Journal. (Issue number). Page range of article. DOI/URL

Example:

Shaun, C. (2014). Tea: Hydration and other health benefits. *Primary Health Care*, 26(8), 34-42. <https://doi.org/10.7748/phc.2016.e1162>

Article from an online periodical with DOI assigned

- **In-text Citation**

Last name of the author and year of publication

For example: (Anis,2020)

- **Reference Format:**

Last name of the author, author's initial. (Year). Title of article. *Title of Periodical*, volume number (issue number), pages.[https://doi:xx.xxxxxxx](https://doi.org/10.1080/03050060050045363)

Example:

Anis, M. (2020). Problems of diversity in policy and practice: Celtic languages in the United Kingdom. *Comparative Education*, 36(2), 199-209.
<https://doi.org/10.1080/03050060050045363>

Article from an online periodical with NO DOI assigned

- **In-text Citation**

Last name of the author and year of publication

For example: (Anis,2020)

- **Reference Format:**

Last name of the author, author's initial. (Year). Title of article. *Title of Periodical*, volume number (issue number), pages.Retrieved URL

Example:

Anis, M. (2020). Problems of diversity in policy and practice: Celtic languages in the United Kingdom. *Comparative Education*, 36(2),199-209.<https://irsc.libguides.com/APA/AboutAPA>

Abstract

How to cite abstracts is not covered in the APA 7th edition style manual. However, if the entire text of the article is also available and you only use information from the abstract, we urge you to put "[Abstract]" following the name of the source.

Newspaper Article

- **In-text Citation**

Last name of the author and date and year of publication

For example: (Davis, 2014)

- **Reference Format:**

Author surname, initial(s). (Year, Month, Day). Title. *Title of Newspaper*, column/section, p. or pp. Retrieved from URL

Example:

Davis, J.A. (2014). Changes to citation formats shake the research world. *The Mendeley Telegraph*, Research News, pp.9. Retrieved from <https://www.mendeley.com/reference-management/reference-manager>

Electronic books

- **In-text Citation**

Last name of the author and year of publication

For example: (Smith, 2009)

- **Reference Format:**

Last name of the author, author's initial. Year. *Book title*. Edition. DOI. Include a DOI for all works that have one, regardless of whether you used the online version or the print version

Example

Smith, D. P. (2009). *Disrupters: Success strategies for women who break the mold*. Entrepreneur Press.

Chapter/Section of a web document or online edited Book chapter

- **In-text Citation**

Last name of the author and year of publication

For example: (Troy, 2015)

Chapter title isn't italicised but follows the same capitalisation rules as the title

The initials of the editor come before the surname

Last name of the chapter author, initial(s). (Year). **Chapter title**. **In editor initial(s), surname (Ed.)**. *Title* (ed., pp.chapter page range). Location: Publisher

Example

Troy, B.N. (2015). APA citation rules. In S.T. Williams. A guide to citation rules (2nd ed., pp. 50-95). New York, NY: Publishers.

Online book reviews

- **Reference Format**

Author of Review's Last Name, First Initial. (Year of Publication). Title of Review. [Review of the book *Title of Book: Subtitle if Any*, by Book Author's First Initial. Second Initial if Given Last Name]. *Title of Website*, URL

Example

Belal, S. (2006, December 31). Are you my mother? [Review of the book *Let the northern lights erase your name*, by V. Vida]. *The New York Times Book Review*, <https://www.nytimes.com/2006/12/31/books/review/Bell.t.html?ref-review>

Article from a database

- **In-text Citation**

Last name of the author and year of publication

For example: (Anis, 2020)

- **Reference Format**

Last name of the author, author's initial. (Year). Title of article. *Title of journal*, volume number(issue number), page range. Retrieved from URL

Example

Anis, M. (2020). Problems of diversity in policy and practice: Celtic languages in the United Kingdom. *Comparative Education*, 36(2), 199-209.

<https://irsc.libguides.com/APA/AboutAPA>

Online encyclopaedias and dictionaries

Encyclopaedias and dictionaries do not give by-lines (author's name). When no byline is present, shift the entry name to the front of the citation.

Feminism. (n.d). In Encyclopedia Britannica online, Retrieved from

<https://irsc.libguides.com/APA/AboutAPA>

Data sets

- **In-text Citation**

Last name of the author and year of publication

For example: (Anis, 2016)

- **Reference Format**

Last name of the author, author's initial. Year. *Title of the data set* (Version number) [Data set]. Publisher Name. <https://doi.org/xxx/> Retrieved from URL

Example

Anis, M. (2016). *Vulnerable catchments* (Version 17) [Data set]. Bangladesh Bureau of Statistics. <https://data.mfe.govt.nz/layer/53523-vulnerable-catchments/>

Graphic Data

- **Format**

Figure X. Description of the image or title of the image. From "Title of Article," by Article Author's First Initial. Second Initial. Last Name, year, day (for a magazine) or year (for a journal), Title of Magazine or Journal, volume number, page(s). Copyright year by the name of the copyright holder.

Note: Information about the image is placed directly below the image in your assignment. If the image has been changed, use "Adapted from" instead of "From" before the source information.

Example:



Figure 1. Man exercising. Adapted from "Yoga: Stretching Out," by A. N. Green, and L. O. Brown, 2006, May 8, *Sports Digest*, 15, p. 22. Copyright 2006 by Sports Digest Inc

Youtube Video or Video Blog Entry

- **In-text citation:**

(Author surname or Screen name, year of publication)

Example: (PewdiePie, 2009)

- **Reference:**

Surname of the Author, initials. [Screen name]. (Year, month, day). *Title of Video* [Video File]. Retrieved from URL address

Example:

Johnson, S.[PewdiePie].(2009, January,4). *Just a Name* [Video File]. Retrieved from <https://bux.bracu.ac.bd/login?next=/dashboard>

Please **NOTE** that the “author” here is referred to as the person who has uploaded the video file. The screen name and author name may not be the same. However, the screen name must be spelt and capitalised exactly as it is, even if the standard of spelling or capitalisation is inappropriate.

In case the author name and screen name are the same, just keep the screen name without using any brackets.

Example: PewdiePie. (2009,January,4).*Just a Name* [Video File]. Retrieved from <https://bux.bracu.ac.bd/login?next=/dashboard>

Audio Podcast

For podcasts, not every piece of information might be available. However, try to provide as much information as you can about it.

- **In-text citation:**

(Surname of host/hosts, year, specified time of reference)

Example: (Sarkar & Anis, 2009, 11:15)

- **Reference:**

Surname of the host, initials. (year, month, day). Episode title. Name of the podcast. Podcast retrieved from URL

Example: Sarkar, P.K. (2001, January, 4). All About the moon. *The Daily Solar System*. Podcast retrieved from <https://www.bracu.ac.bd/campus-life/office-student-affairs-osa>

Video Podcasts

- **In text Citations:**

(Surname, year-present)

Example: (Sarkar, 2009-present)

- **Reference:**

Surname of the producer, initials. (Producer). (Year, month, day). Episode title.[Episode no.]. *Podcast title*. Podcast retrieved from URL

Example:

Allen, P. S. (Producer). (2001, March, 25). A day in the life of Allen.[Episode 8]. *The Allen Show*. Podcast retrieved from <https://www.bracu.ac.bd/campus-life/office-student-affairs-osa>

Blog (Weblog) Post

You must include the title of the message and the URL. Titles for blogs, newsgroups or forums need not be italicised. In case the author's name is unavailable, make sure to provide the screen name.

- **In-text citations:**

(Surname of the author or screen name, year of publication)

Example: (Khan, 2022)

- **Reference:**

Surname of the author, initials./screen name.(year, month day). Title of the message [web log comment]. Retrieved from URL

Example:

Sarkar, P. L. (2009, January 2). How to have a healthy diet [web log comment]. Retrieved from <https://bux.bracu.ac.bd/login?next=/dashboard>

Pewdiepie. (2009, January 2). How to have a healthy diet [web log comment]. Retrieved from <https://bux.bracu.ac.bd/login?next=/dashboard>

Computer Software/Downloaded Software

Please note that you do not have to cite standard office software like Word, Excel or programming languages. Please provide references only for specialised software.

- **Reference Format:**

Author Surname, initials. (year). Software name [computer software]. Origin: Publisher

Example:

Khan, F. M. (2009). SoftTec [computer software]. Bangladesh: Tech company

Note that if the software is downloaded from a website, you must provide the software's version and year if available.

Example:

Khan, F. M. (2009). SoftTec (version 2.1)[computer software]. Available from <https://www.google.com/>

Online Lecture Notes and Presentation Slides

Please note that while citing lecture notes, you must provide the file format in brackets after providing the lecture title.

- **Format:**

Author Surname, initials. (Year, Month, Date). *Title of presentation* [Lecture notes, PowerPoint slides, etc.]. Publisher. URL

Example:

Aftab, T.S. (2001, January, 4). *Introduction to physics* [PowerPoint Slide]. Slideshare.
www.bux.com



For Additional Reading, Please Visit:

- Purdue Online Writing Lab:
https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/in_text_citations_author_authors.html
- Library Guides
<https://libraryguides.vu.edu.au/apa-referencing/7FormatsAndExamples>
- APA Format Citation Guide
<https://www.mendeley.com/guides/apa-citation-guide/>

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Purdue Writing Lab. Retrieved September 24, 2022, from
https://owl.purdue.edu/owl/research_and_citation/resources.html

APA 7th Referencing: APA 7th reference formats and examples. Library Guides. (n.d.). Retrieved September 24, 2022, from
<https://libraryguides.vu.edu.au/apa-referencing/7FormatsAndExamples>

Mendeley. (n.d.). Retrieved September 24, 2022, from
<https://www.mendeley.com/guides/apa-citation-guide/>

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