

APA Format: A Quick Guide



Additional examples are available on the APA Citation Guide <http://nwtc.libguides.com/citations/APA7>

If you have any questions, do not hesitate to ask your instructor or the librarian.

Paper Format

Unless your instructor gives you other instructions, this is how the paper should be set up:

- Double-spaced
- 1-inch margins on all sides
- Recommended fonts include 11-point Calibri, 11-point Arial, and 12-point Times New Roman
- Title page should include the title, your name, name of college, course number and name, instructor name, and assignment due date

In-Text Citations

When you quote or paraphrase from a source, you need to give credit by inserting a citation. This citation typically consists of the author's name, year of publication, and page number in parentheses at the end of the sentence. Another option is to use the author's name in the sentence, followed directly by the year in parentheses, with the page numbers in parentheses at the end of the sentence.

Examples of Basic In-Text Citations

The article goes on to say that "People don't do derby just for exercise but usually because it becomes a part of who they are" (Fagundes, 2012, p. 1098).

OR

Fagundes (2012) added, "People don't do derby just for exercise but usually because it becomes a part of who they are" (p. 1098).

Long Quotes (Block Quotations)

Quotations longer than 40 words need to be set apart from the rest of the text. Do **not** use quotation marks. The quote should be in a new paragraph and set 1/2 inch from the left margin. The parenthetical citation comes **after** the final punctuation mark.

Example of Block Quotation

He asserts the following:

Derby names are, in this sense, like individual brand names that allow fans to tell skaters apart and more readily link their exploits on the track to an articulated identity. Obviously, standard government names can serve this function as well, but derby names are often particularly good source identifiers because they are tied to aesthetic features that fill out distinct personas.

(Fagundes, 2012, p. 1105)

References Page

- This is a separate page at the end of your paper. Each citation in the text must be listed on the References page; each listing on the References page must appear in the text.
- The title of the page should be centered and labeled References.
- All text is double-spaced, just like the rest of the paper.
- Indent the second and subsequent lines of citations by 0.5 inch to create a hanging indent.

Article from a Scholarly Journal

APA recommends providing a [Digital Object Identifier \(DOI\)](#), when it is available. DOIs provide stable, long-lasting links for online articles.

Basic Scholarly Journal Article Format

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

Example of Scholarly Article with DOI

Nguyen, T. T., Gildengorin, G., & Truong, A. (2007). Factors influencing physicians' screening behavior for liver cancer among high-risk patients. *Journal of General Internal Medicine*, 22(4), 523-6.
<https://dx.doi.org/10.1007/s11606-007-0128-1>

Example of Scholarly Article from Library Database with No DOI

Ryan, E., & Redding, R. (2004). A review of mood disorders among juvenile offenders. *Psychiatric Services*, 55(12), 1397-1407.

Article from a Magazine

Basic Magazine Article Format

Author, A. A., & Author, B. B. (Year, Month Day). Title of article: Subtitle words. *Title of Magazine*, volume number(issue number), pages. DOI

Example of Magazine Article from Library Database with No DOI

Lane, A., & Brody, R. (2019). No laughing matter. *New Yorker*, 95(41), 65-67.

Example of Magazine Article from Website with DOI

Schaefer, N. K., & Shapiro, B. (2019, September 6). New middle chapter in the story of human evolution. *Science*, 365(6457), 981-982. <https://doi.org/10.1126/science.aay3550>

Example of Magazine Article from Website with URL

Hall, M. (2017, March). The faces of Obamacare. *Texas Monthly*, 45(3), 116-197.
<http://www.texasmonthly.com>

Document or Page on a Government or Organization Web Site: With Individual Author

Basic Format

Author, A. A., & Author, B. B. (Date published or updated). *Title of report or document: Subtitle of report.*
Organization Name. <http://someurl>

Example

Granath, B. (2016, April 22). *Astronaut photography from space helped “discover the Earth”*. NASA.
<https://www.nasa.gov/feature/astronaut-photography-from-space-helped-discover-the-earth>

Document or Page on a Government or Organization Web Site: No Individual Author

Basic Formats

Government agency or organization name. (Date published or updated). *Title of document: Subtitle of document.* Publisher if different from group author. <http://someurl>

Example of Document on Professional Organization Website

American Nurses Association. (2017). *Sharps injury prevention*. <https://www.nursingworld.org/practice-policy/work-environment/health-safety/safe-needles/>

Format for Government Document

When layers of government agencies are listed as the author of a work, use the most specific agency as the author in the reference. The names of parent agencies appear after the title as the publisher.

Specific government agency. (Date published or updated). *Title of document: Subtitle of document.*
Publisher if different from group author. <http://someurl>

Example of Government Document

Division for Heart Disease and Stroke Prevention. (2019, January 8). *Heart failure fact sheet*. U.S. Department of Health & Human Services, Centers for Disease Control.
https://www.cdc.gov/dhdsdp/data_statistics/fact_sheets/fs_heart_failure.htm

Book

Basic Formats

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Publisher Name.

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In A. A. Editor & B. B. Editor (Eds.), *Title of book* (pages of chapter). Publisher Name.

Print Book Examples

Bonilla-Silva, E. (2017). *Racism without the racists: Color-blind racism and the persistence of racial inequality in America*. Rowman & Littlefield.

Olsen, Y., & Sharfstein, J.M. (2019). *The opioid epidemic: What everyone needs to know*. Oxford University Press.

Edited Book Example

Pedersen, P.B., Lonner, W.J., Draguns, J.G., Trimble, J.E., & Scharrón-del Río, M.R. (Eds.). (2016). *Counseling across cultures* (7th ed.). Sage.

E-Book Example

If the book comes from a library database and has no DOI, end the reference after the publisher name, just like a print book.

Goodwin, G., & Sachs, G. (2010). *Fast facts: Bipolar disorder*. Health Press.

Chapter in a Book Examples

Kindler, L.L., & Polomano, R.C. (2017). Pain. In S.L. Lewis, S.R. Dirksen, M.M. Heitkemper, & L. Bucher (Eds.), *Medical-surgical nursing* (10th ed., pp. 114-139). Elsevier.

Scott, C.L. (2014). Historical perspectives for studying workforce diversity. In M.Y. Byrd (Ed.), *Diversity in the workforce: Current issues and emerging trends* (pp. 3-33). Routledge.

Ask for Help!

1. Contact Julie Chapman: julie.chapman@nwtc.edu, 920-498-5490
2. Call the Library: 920-498-5493.
3. Go to the library's webpage and click on [Ask a Librarian](#). Search for an answer, email your question, or start a live chat during Library hours.
4. Text a librarian at 920-288-2ASK (920-288-2275) during Library hours.
5. Stop by the Library Desk!