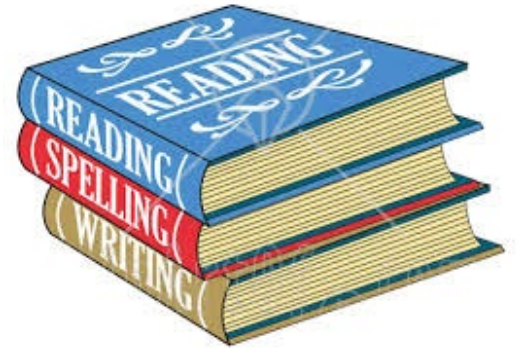


The Writing and Reading Center

# APA Workshop

Dr. Gamie



## What is APA?

**APA:** American Psychological Association style calls for (1) brief documentation in parentheses near each in-text citation and (2) complete documentation in a list of references at the end of your text.

### **What are in -text or parenthetical citations?**

These are abbreviated citations in the text of your essay to indicate the source you used in this section of your paper.

### **Why is using in -text citations important?**

It is important because you are expected to indicate the intellectual property of the writers or researchers you are citing in your academic work. Failure to do so equals plagiarism and can result in serious academic consequences.

## Do I still need in -text citations even if I have a references page?

Yes, you do. You need to use in-text citations—in addition to the references page—whether you quote or paraphrase from the original source to indicate the intellectual property of the writer who you are citing.

## APA Manuscript Title page

- 1- Center the title
- 2- Include your name, course name and number, instructor's name, and the date
- 3- If your instructor wants you to include a running head, place it left on the first line.
- 4- When using a *running head*, type a short version of the title using all capital letters. On the same line, type the page number on the right side of the header.
- 5- If you are not using a running head, place the page number as the header on the right-side of your paper.

Mood Music: Music Preference and the Risk of Depression and Suicide in Adolescents

Tawnya Redding

Dr. Kevin Harding

MUS 300: Music Theory

March 16, 2020 (Due Date)

Lincoln University

## Margins

Leave margins at least one inch. Double-space the entire text, including headings, quotations, and the list of references. Indent the beginning of each paragraph and all lines of a quotation that is over forty words long.

## Abstract

The abstract should be placed immediately after the title page, with the word *Abstract* centered about an inch from the top of the page. Double-space the text of the abstract. In most cases, a one-hundred-word abstract will be enough to introduce the readers to your topic and provide a summary of your thesis and supporting points.

## Headings

In a text with one or two levels of headings, center the main headings. Italicize the sub headings and position them at the left margin. Capitalize all major words, but do not capitalize any articles, prepositions, or conjunctions (unless they are the first word of the title).

## Long Quotations

For a quotation having more than forty words, indent it one -half inch from the left margin and do not use quotation marks. Place the page reference in parentheses one space after the final punctuation.

The role of computer-mediated communication has been exhaustively addressed in facilitating agency in online settings. In fact,

In computer-mediated communication, the premise upon which technological empowerment is based is the reduction, absence or elimination of the technology user's entire corporeal body from the discourse environment (De Pew, 2003). However, this investment in erasing the marked subject is one that the online rhetorics of women's groups have defied by rhetorically and visually affirming their gendered and racialized digital subjectivities (Gruber, 2003; Knadler, 2001). In addition, the taboo associated with discussions of race in offline and online communities has led to little scholarly work on how these new technologies shape or transform existing notions of race. (Gamie, 2018, p. 80)

## Visuals

- Tables should be labeled *Table*, numbered, and captioned. All other visuals (charts, graphs, photographs, and drawings) should be labeled *Figure*, numbered, and captioned with a description and the source information.
- Tables and figures should appear next to the relevant text and should be referenced in your text, stating how it contributes to the point(s) you are making.

# Basic Format for APA In-Text Citations

## One Author:

Use the author's name in a phrase to introduce the cited material, and place the date in parentheses, immediately after the author's name. The page number should be preceded by p., appears in parentheses after the quotation. Ex.

Gitlin (2001) pointed out that “political critics, convinced that the media are rigged against them, are often blind to other substantial reasons why their causes are unpersuasive” (p. 141).

If the author is not named in the introductory phrase, place the author's name, the year, and page number in parentheses after the quotation. Ex. (Gitlin, 2001, p. 141)

John Adams had “the hands of a man accustomed to pruning his own trees, cutting his own hay, and splitting his own firewood,” (McCullough, 2001, p.18).



## **Paraphrase:**

When paraphrasing, you put the date in parentheses after the author's name; follow the date with the page no.

McCullough (2001, p.18) described John Adams' hands as those of someone used to manual labor.

## **Author paraphrased or summarized:**

One biographer (McCullough, 2001, p. 18) described John Adams as someone who wasn't a stranger to manual labor.

- **Note:** If the name of the author is unknown, you can use the title of the work. If the title is long, use the first few words of the title as it appears in the References page, followed by the date of publication. Italicize if it is a book. Quote if it is a short work.

## In-Text Citations Continued

### 1. Two Authors:

Use the last names of both authors followed by & in parentheses.

Ex. (Babcock & Laschever, 2003).

### 2. Three to Five Authors:

List all the authors' names for the first reference.

(Safer, Voccola, Hurd, and Goodwin, 2011)

According to Safer, Voccola, Hurd, and Goodwin (2011)....

In later references, use just the first author's name followed by *et al.*

Based on the results, Safer et al. (2017) or (Safer et al., 2017) determined that the apes took significant steps toward self-expression.

### 3. Six or More Authors:

Use only the first author's name and *et al.* in every citation. Ex.

Soleim et al. (2017)... or (Soleim et al., 2017).

### 4. Corporate or Group Author:

Spell out the name of the organization or corporation for the first time. In later references, use the abbreviation only.

## **5. Unknown Author**

Use the title of the work or its first words in an introductory phrase or in parentheses. A book's title is italicized, while an article title is placed in quotation marks.

## **6. Two or More Authors With Same Last Name**

Include the authors' initials in each citation.

## **7. Two or More Sources in One Parenthetical Reference**

List any sources by different authors in alphabetical order by the authors' last names, separated by semi-colons. Ex. (Cardone, 2018; Lai, 2014).

## **8. Source Reported in Another Source:**

Use the phrase *as cited in* to indicate you are reporting information from a secondary source.

Name the original source in your sentence, but list the secondary source in your references page.

Amartya Sen developed the influential concept that land reform was necessary for “promoting opportunity” among the poor (as cited in Driver, 2007, para. 2).

## **9. Date Unknown:**

Use the abbreviation n.d. in place of the year to indicate the absence of a date. Ex. (Hopkins, n.d.)

## **10. No Page Numbers:**

Use the page numbers for an electronic work in a format, such as PDF, that has stable pagination.) If paragraph numbers are included in that source, use the abbreviation para.:

(Giambetti, 2006, para.7).

If no paragraph numbers are included but the source includes headings, give the heading and identify the paragraph in the section:

Jacobs and Johnson (2007) have argued that “the South African media is still highly concentrated and not very diverse in terms of race and class” (South African Media after Apartheid, para. 3).

## References Page

- You should center the title *References* and arrange the entries in an alphabetical order. You should not use bullets or numbers to arrange the entries.

### Note the Following:

- Include only the author's full last name followed by the initials. If you have up to six authors, you need to invert the author's last name first, followed by the initials.
- Then, you include the date in parentheses. If more than one date is given, use the most recent one.
- Capitalize only the first word, first proper nouns and first proper adjectives in titles and subtitles.
- Give city followed by state or province or country. Omit state, province or country for larger known cities, such as London, New York, Tokyo.
- Use a shortened form of the publisher's name, but retain *Association*, *Books*, and *Press*.
- Indent the second, third, fourth lines of your reference. Do not indent the first line.

## Sample References

### 1- Book with One or More Authors:

Roszak, T. (1986). *The cult of information: The folklore of computers and the true art of thinking*. NY: Pantheon Books.

### For multiple authors:

List up to seven authors, last name first, followed by the first and middle initials; use commas to separate authors' names; use **comma** followed by "&" before the last author's name. For more than seven authors, list the first six then use an ellipsis (...), and then list the final author's name.

### 2- Book Chapter:

Ong, W. J. (1982). Writing restructures consciousness. In *Orality and literacy: The technologizing of the word* (pp. 77-94). London: New Accents.

### 3- Work in a Collection or Anthology:

Lockard, J. (1996). Progressive politics, electronic individualism and the myth of virtual community. In D. Porter (Ed.), *Internet culture* (pp. 219-31). NY: Routledge.

#### **4 - Work in an Anthology with Editors:**

Gruber, S. (2001). The rhetorics of three women activist groups on the web: Building and transforming communities. In L. Gray-Rosendale and S. Gruber (Eds.), *Alternative rhetorics: Challenges to the rhetorical tradition* (pp. 77-92). NY: SUNY Press.

#### **5- Short Work from an Anthology with an Edition:**

Quintilian. (2001). *Institutes of oratory*. In P. Bizzell, & B. Herzberg (Eds.), *The rhetorical tradition: Readings from classical times to the present* (pp. 364-428) (2<sup>nd</sup> ed.). MA: Bedford/St Martins.

#### **6- Scholarly Article through a Database:**

Author's last name, initials. (Date in parentheses). Title of article (capitalize the first word of the article title and subtitle and any proper nouns). The italicized Journal title should be followed by a comma, then add the italicized volume number, followed by the issue number which should be placed in parentheses. Place a comma followed by the page numbers. Write *Retrieved from* followed by the URL of the Journal's homepage. **Do not add a period after the URL or DOI.**

### **Scholarly Article through a Database Continued:**

White, D.E. (1999, Summer). The “joinerina”: Anna Barbauld, the Aikin family circle, and the dissenting public sphere. *Eighteenth-Century Studies*, 32 (4), 511-533. Retrieved from <https://www.jstor.org/stable/i30053924>

**P.S. When citing an abstract, include a label [Abstract] followed by a period, before listing the journal title.**

### **7- Article from an Online Journal:**

Ashe, D.D., & McCutcheon, L.E. (2001). Shyness, loneliness, and attitude toward celebrities. *Current Research in Social Psychology*, 6, 124-13. Retrieved from <http://www.uiowa.edu/grpproc/crisp/crisp.html>



### **8- Article from a Website:**

Include the author's name if provided, date in parentheses, the title of the article or work, and the name of the website italicized. Use *Retrieved from* followed by the URL. Do not place a period at the end of the reference.

Zimbardo, P.G. (2013). Constructing the experiment. *Stanford Prison Experiment*. Retrieved from <http://www.prisonexp.org/psychology/5>

**If there is no listed date, use (n.d.) in parentheses after the author's name.**

### **9- Article from a Magazine:** Include the URL for the magazine's homepage

Shelburne, E.C. (2008, September). The great disruption. *The Atlantic*, 302(2). Retrieved from <http://www.theatlantic.com/>

### **10- Article in an Online Newspaper:**

Rubin, J. (2005, January 22). Report faults charter schools. *Los Angeles Times*. Retrieved from <http://www.latimes.com/>

### **11- Government Publication:**

U.S. Census Bureau, Bureau of Economic Analysis. (2008, August). U.S. international trade in goods and services (Report No. CB08-121, BEA09, FT-900). Retrieved from

<http://www.census.gov/foreign-trade/Press-Release/2008pr/06/ftdpress.pdf>

U.S. Public Health Service. (1999). The surgeon general's call to action to prevent suicide.

Retrieved from <http://www.mentalhealthorg/suicideprevention/calltoaction.asp>

### **12- An Organization Publication:**

Ford Foundation. (n.d.). Helping citizens to understand and influence state budgets. Retrieved from [http://www.fordfound.org/pdfs/impact/eveluations/state\\_fiscal\\_initiative.pdf](http://www.fordfound.org/pdfs/impact/eveluations/state_fiscal_initiative.pdf)

### **13- Online Conference Paper with More than One Author:**

Naber, N., Desouky, E., & Baroudi, L. (2001). The forgotten '—ism': An Arab American women's perspective on Zionism, racism and sexism. *The UN world conference on racism*, South Africa.

Retrieved from

<https://web.archive.org/web/20050306042931/http://www.awsa.net/Positionpaper.htm/>

**Note: There is no period after the URL**

#### **14- Presentation Slides:**

Mader, S. (2007, March 27). The Zen aesthetic [Presentation slides]. Retrieved from <http://www.slidershare.net/slmader/the-zen-aesthetic>

#### **15- Film, Video, DVD, or Blu-Ray**

Begin with the director, the producer, and other relevant contributors.

Bigelow, K. (Director, Producer), Boal M. (Producer), & Ellison, M. (Producer). (2012). *Zero dark thirty* [Motion picture]. United States: Anaapurna.

#### **16- Online (Streaming) Audio or Video File:**

Klusman, P. (2008, February 13). An engineer's guide to cats [Video file]. Retrieved from <http://www.youtube/watch?v=mHXBL6bzAR4>

- Sample Works-Cited Page/APA:

## References

- Nakamura, L. (2008). *Digitizing race: Visual cultures of the internet*. MN: University of Minnesota Press.
- Odom, J. (2014). Identification, consubstantiality, interval, and temporality: Luce Irigaray and the possibilities for rhetoric. In M. Ballif (Ed.), *Re/Framing identifications* (pp. 230-248). IL: Waveland Press.
- Plato. (2001). *Gorgias*. In P. Bizzell, & B. Herzberg (Eds.), *The rhetorical tradition: Readings from classical times to the present* (pp. 87-138) (2<sup>nd</sup> ed). MA: Bedford/St Martins.
- Punday, D. (2000). The narrative construction of cyberspace: Reading neuromancer, reading cyberspace debates. *College English*, 63(2), 194-213.
- Quintilian. (2001). *Institutes of oratory*. In P. Bizzell, & B. Herzberg (Eds.), *The rhetorical tradition: Readings from classical times to the present* (pp. 364-428) (2<sup>nd</sup> ed.). MA: Bedford/St Martins.
- Reynolds, N. (1993). Ethos as location: New sites for understanding discursive authority. *Rhetoric Review*, 11(2), 325-338.