In Text Citations: The Basics


- The author and publication year of a source must be cited in the text of your paper. One or both of these elements may be in parentheses, depending on the situation.
- In all cases, whenever you cite something in-text, you must include the full citation in the reference list at the end of the paper.
- Whenever multiple elements are in the parentheses, separate them with commas. Any punctuation that the sentence requires goes outside the parentheses. Here are some examples of correct in-text citations for paraphrasing:
  - Kessler (2003) found that among epidemiological samples…
  - Early onset results in a more persistent severe course (Kessler, 2003).
  - In 2003, Kessler’s study of epidemiological samples showed that…
- If you cite a specific part of a source, with or without direct quotations, the citation requires the page number, with p. or pp. before the number. Examples:
  - Rogers (1961) has identified genuineness and transparency as two important elements of a helping relationship (p. 37).
  - Through brain scans of live chimpanzees, researchers have found that, as with humans, “the language controlling…” (Begley, 1998, p. 57).
- APA has specific rules about citing one, two, three or more authors in the text. Examples:
  - One author: (Butzer, 2013).
  - Two authors: (Nell & Ruggles, 2014).
  - Three to five authors: (Abdallatif, Emam, Suh, Hemaly, & Odah, 2010).
    - Subsequently: (Abdallatif et al., 2010)
  - Six or more authors: (Hammerschmidt et al., 2015).
- When possible, find an original source. If you must cite a source within another source, follow these guidelines:
  - Turing noted that children who experience abuse… (as cited in Helms & Durant, 2014).
- If you use a direct quotation, and the material is online or otherwise without pagination, first use the author and date format as your would with regular written sources. Then, use the paragraph number, if available, with the abbreviation para. (See pages 171-172 of the APA Style Manual).
References

- The heading (centered, no italics/bold/underline) on the page of sources should be References.
- Double space the entire list, both between and within entries (this will not be done on this handout).
- All lines after the first line of each reference entry should be indented one-half inch from the left margin; a hanging indentation.
- Arrange entries alphabetically by the last name of the first author of each work. If no author is given, start with the first significant word in the title. Authors are listed last name first, then first initial.
- In dates, include as much of the date as is provided – (year, month day) if possible, or (year, month), or (year).
- In titles of articles and books (but not journal titles), capitalize only the first word of the title, the first word of the subtitle, and proper names.
- Each entry starts at the left margin. If there is more than one line, each subsequent line should be indented one half inch (“hanging indent” in the Paragraph menu of Microsoft Word).
- You should include Digital Object Identifier (DOI) information, when provided, in the standard citation format for all electronic documents- articles, books, or websites.
  - A DOI is a unique alphanumeric string assigned to each article available electronically to identify its content and provide a persistent link to its location online, since URLs can change.
  - Use the DOI in whichever format it is provided with the articles. Examples: doi:10.1108/03090560710821161 or http://dx.doi.org/10.1016/j.appdev/2012.05.005

Authors

The following rules for handing works from single authors or multiples authors apply to all APA style references.

- One author: Berndt, T. J.
- Two authors: Wegner, D. T., & Petty, R. E.
- Three to seven authors: Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., Harlow, T., & Bach, J. S.
- More than seven authors: Miller, F., Choi, M., Angeli, L., Harland, A., Stamos, J., Thomas, S., ... Rubin, L.
- Corporate author: American Medical Association.

Basic Rules for Reference Pages

- If you are citing multiple works by the same author, list them chronologically (earliest to most recent).
- When referring to books, chapters, articles, or Web pages, capitalize only the first letter of the first word of the title and subtitle, the first word after a colon or a dash in the title, and proper nouns. Do not capitalize the first letter of the second word in a hyphenated compound word.
Citing Books

- **Basic formats for a print book citation:**

  Author, A. A. (date). *Title of work*. Location: Publisher.

  Editor, A. A. (Ed.). (date). *Title of work*. Location: Publisher.

- **Entire book, print version, one to seven authors:**


- **Book chapter, print version:**


- **Entry in an encyclopedia:**


- **Government document:**


- **Electronically-retrieved books:**


- **Electronic book (available online):**


- **Electronic Book (purchased):**


- **Book chapter, electronic book version:**


- **Entry in an online encyclopedia or dictionary:**

Periodicals

For more information about citing articles retrieved from electronic sources, see pp. 187-192 of the Publication Manual.

- **Basic format for an article citation:**


- **Journal article in print:**


- **Journal article with DOI, one to seven authors:**


- **Journal article with DOI, more than seven authors:**

  *Include first six authors, an ellipses, and the last author*


- **Journal article, available online with no DOI:**

  *Include the URL of the journal homepage, not the article itself*


- **Journal article from a database:**

  *Include a DOI if there is one present*


  *If there is no DOI, include the homepage for the journal- even if you found the article in a database.*


- **Magazine article:**


- **Newspaper article:**

Other Common Sources

Give the retrieval date after the word “Retrieved” only if the content of the source is likely to change (e.g., wikis).

- **Basic format for a nonperiodical web document:**


- **Basic web page:**


- **Blog post:**


- **Multipage document created by an agency or organization, no date:**


- **Online video or audio file:**


- **Personal Communications:**

  *Personal communications may be private letters, memos, some electronic communications, personal interviews, telephone conversations and the like. Because they do not provide recoverable data, personal communications are not included in the reference list. Use in text citations only.*

  T.K. Lutes (personal communication, April 18, 2001)

  (V.-G. Nguyen, personal communication, September 28, 1998)

- **Wikis:**


- **Datasets:**


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Court Decisions (*Bluebook Rule 10*)

In text, cite the name of the case (italicized) and the year of the decision. If the case cites more than one year, list those years as well. Often, as the cases move through the court system, several dates are added to note a specific stage in the cases’ history. Abbreviate the published source, court, and date as specified in the *Bluebook*. (Publication of the American Psychological Association, 2010, p. 217).

**Basic Entry for Court Decisions:**

Name v. Name, Volume Source Page (Court Date).

**Sample Reference List Entry to a Case:**

In this example, the decision in *Lessard v. Schmidt* (1972) was rendered by the federal district court for the Eastern District of Wisconsin in 1972. It appears in volume 349 of the *Federal Supplement* (Fed. Supp.), starting on page 1078.


**In Text Citation to a Case:**

Lessard v. Schmidt (1972)  
(Lessard v. Schmidt, 1972)

**Sample Reference Entry to an Appealed Case:**

In this example, the decision in *Durflinger v. Artiles* (1981/1984) was rendered by the federal district court for the District of Kansas in 1981. The decision was appealed, and the 10th Circuit Court of Appeals affirmed the original decisions in 1984.


**In Text Citation to an Appealed Case:**

(Durflinger v. Artiles, 1981/1984)

**Sample Reference List Entry to a Case Appealed to the State Supreme Court:**

In this example, the opinion in *Compton v. Commonwealth* (1990) was written by the Virginia Supreme Court in 1990. It can be found on page 312 of the *Virginia Reports*. There is a parallel citation to volume 389 of the *South Eastern Reporter, Second Series*.


**Sample Reference List Entry to a Case Decided by the U.S. Supreme Court:**

The following examples were both cases decided by the U.S. Supreme Court. The first citation is to the *United States Reports*. The second citation given is to the *Supreme Court Reporter*. Use the *Supreme Court Reporter* if the case has not yet been published in the *United States Reporter*.
