

Faculty of Community Services

Academic Support & Resource Centre

APA 101: A Condensed Guide for a Frustrated Student

Formatting

Spacing: double space everything • Margins: 1" • Font: Times New Roman • Size: 12 point	
Page header: <i>flush to left</i>	First page "Running head: [shortened and capitalized version of title]" Subsequent pages "[shortened and capitalized version of title]"
Page numbers: starting on title page; flush to right.	
Title page:	Mandatory: title of paper, author's name; institutional affiliation Optional: professor's name; course code; due date

In-Text Citation

Always cite the author(s) and date in in-text citations; however, within a paragraph, you do not need to include the year in subsequent citations as long as you refer to the author in the sentence. Include page numbers if you are directly quoting or if your professor requires them. Paraphrase more frequently!

1 author	Cite author's last name and publication year. E.g. "Smith (1997) compared..."
2 authors	Cite authors' last names and publication year. Use "and" in text and "&" if in parentheses. E.g. "James and Ryerson (1999) demonstrated..." OR "...as demonstrated (James & Ryerson, 1999)."
3-5 authors	Cite all authors first time; subsequently, only include first author with "et al." and the year. E.g. "Williams, Jones, Smith, Bradner, and Torrington (1983) found..." THEN "Williams et al. (1983) also noticed..."
5+ authors	Cite first author followed by "et al." and year each time.
Indirect citations	If using a source cited in another source, name the original source in the text. Put the source you actually read in parentheses. E.g. "Johnson argued that... (as cited in Smith, 2003). <i>Note:</i> it is suggested to look up the original and draw your own conclusions.

Reference Page

Center "References" and do not bold, italicize or use quotation marks. Order entries alphabetically.

Journal articles	Rutherford, B. J. (2006). Reading disability and hemispheric interaction on a lexical decision task. <i>Brain and Cognition</i> , 60, 55-63. doi: 10.1016/j.bandc.2005.09.013.
Books	Mitchell, J.J. (2001). <i>The mental and emotional life of teenagers</i> . Calgary, AB: Detselig Enterprises.
Edited Books	Hare, R.D., & Schalling, D. (Eds.). (1978). <i>Psychopathic behavior: Approaches to research</i> . Chichester, NY: Wiley.
Chapters in Edited Books	Porter, S., Woodworth, M., & Doucette, N. (2007). Memory for murder: The qualities and credibility of homicide narratives by perpetrators. In S. Christianson (Ed.), <i>Offenders' memories of violent crimes</i> (p. 115-134). New York, NY: Wiley.
Webpage	Mulhauser, G. (2009). <i>An introduction to cognitive therapy & cognitive behavioural approaches</i> . Retrieved from http://counsellingresource.com/types/cognitive-therapy/
Class Documents	Roberts, K. F. (1998). <i>Federal regulations of chemicals in the environment [Powerpoint slides]</i> . Retrieved from http://siri.uvm.edu/ppt/40hrenv/index.html

Adapted from: American Psychological Association. (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: American Psychological Association.