Research papers always contain information compiled from other sources. When you write a research paper, you must cite the sources of your information. In other words, you must give proper credit to the original authors of the information and let your readers know how to find the information for themselves. There are many different ways to cite the sources of our information, but this guide is designed to help you learn APA style, outlined in the Publication Manual of the American Psychological Association, 6th edition (http://www.apastyle.org).

- Another useful resource is the Purdue OWL's APA page: https://owl.english.purdue.edu/owl/resource/560/01/

There are three main parts to APA citation:

1. **The Information Itself** (quoting and paraphrasing properly)
2. **The In-Text Citation** (giving the source of each bit of information)
3. **The References Page** (creating a list of the sources you used)

Make sure to read the information at the beginning of all three sections before you begin.

**Part 1: The Information Itself**

All research papers contain information from other sources. When you use information that has been previously published by someone else, it is important that you avoid plagiarism—presenting someone else's ideas as your own. (Plagiarism is not just cheating; it is also stealing.) There are two ways that you can include other people's ideas and words in your paper without plagiarizing: paraphrasing and quotation.

**Paraphrasing**

You can include someone else's ideas in your paper by putting those ideas into your own words. This is called paraphrasing. Here are a few things to remember when paraphrasing:

- Always cite the source of the paraphrased information with in-text citation (see Part 2) and list the source on your References page (see Part 3).
- Restate the information using your own words and your own sentences. Never use the same sentence structure as the original author.
- Combine information from different sources. Try not to paraphrase more than one or two sentences in a row from the same source.

**Original Article Text:**

“The Internet meme is a vehicle for mass entertainment and social bonding, but its relation to humor is unequivocal” (Dynel, 2016, p. 663).

**Quotation**

You can use someone else's exact words in your paper; you must clearly indicate that the words are a quotation and give proper credit to the original author. This is useful when the original author has phrased the idea in a powerful, clever, or unique way. If the quoted text is 40 words or less, put it in quotation marks and include it in line with the rest of your paper. If the quoted text is more than forty words, put it in a separate paragraph (without quotation marks) and indent it by one inch. Either way, you should introduce the quotation and make sure to explain how the information relates to your paper. With quotes, you must also include the page number.

**Short Quotations** (Up to 40 words)

A large portion of the internet cannot be accessed through Google. In fact, no search engine “comes even close to indexing all the pages on the web” (Lucas, 2001, p. 28).

**Long Quotations** (More than 40 words)

One critic adroitly summarized the mainstreaming of the punk genre:

For punk rock, the 1990s were a watershed and a nightmare. The mainstream commercial success in that decade of bands like Green Day, Rancid, and Blink 182 was unprecedented for a genre that survived the Reagan-Bush era on $3 concerts, indie labels, and the relatively limited broadcast range of college radio. (Matula, 2007, p. 19)

This commercialization was simultaneously the rise and fall of punk.

**Part 2: The In-Text Citation**

When you include information from other sources in your paper, you must include a citation that tells where the information came from (regardless of whether you quoted it or paraphrased it). You will insert a shortened citation immediately after the information you have quoted or paraphrased. (Since the citations appear in the text of your paper, they are called “in-text” citations. Since they are enclosed in parentheses, they are sometimes called "parenthetical" citations.)

The citation should direct the reader to that source's entry on the References page of your paper. For print sources, you normally only need to include the Author and Year in your citation. For direct quotes, include the Author, Year, and Page Number(s). For internet sites and other sources without specific page numbers, include the Author and Year. If the author is not given, use the first few words of the title (in quotation marks). If no year is given, you may use n.d. to indicate that a date was not listed.

**Work with listed author**

Grumpy Cat has been featured in a variety of media and merchandising, grossing over $100 million (Biedeharn 2015).

**Work with listed author (Author Mentioned in Text)**

According to Biedeharn, Grumpy Cat has been featured in a variety of media and merchandising, grossing over $100 million (2015).

**Work with listed author (Author & Date Mentioned in Text)**

According to Biedeharn (2015), Grumpy Cat has been featured in a variety of media and merchandising, grossing over $100 million.

**Work with multiple listed authors**

The change will enable new collaborative relationships to emerge, so that the criminal justice system stays true to its commitment to honest and fair treatment for everyone (Berg, Csikszentmihalyi, & Nakamura, 2010).

**Work without listed author**

A similar study was done of students learning to format research papers (“Using APA,” 2001).

**Online Source** (Does not have page numbers)

Hinduism and its mythology are a mixture, resulting from centuries of cross-cultural integration (Naylor, 1998).

**Online Source** (No listed author; no page numbers)

In addition to its use for ADD and ADHD treatment, Adderall has been prescribed to treat patients with narcolepsy (“Adderall”).
Part 3: The References Page

The final part of APA citation is a list of the works that you cited in the body or your paper. The list should include all of the sources cited in the text of the paper and only those cited in the paper. (See Part 2: The In-Text Citation)

Creating and Formatting a References Page

Creating a References page is easy: start a new page at the end of your paper. At the top of the new page, type the word “References” and center it. Below this title, type a list of the sources you referred to in your report, in alphabetical order. Enter each source in its own separate paragraph, each one formatted with a ½ inch hanging indent. (A “hanging indent” means that the first line of the paragraph starts at the left margin, but all other lines are indented.) Also, your list should be double-spaced, but with no extra spaces in between. (Check the help file of your word processor for more information on page breaks, hanging indents, and double-spacing.)

Creating and Formatting References Entries

The reference entry for each source should include enough information to allow readers to look up the original source and to distinguish it from other sources with the same author and/or title.

Authors/Contributors: Begin each entry with the author or primary contributor, if known. If multiple authors are listed, leave them in the order in which they are listed on the source (even if it’s not alphabetical).

Date: List the date the source was published. If necessary, you can use the abbreviation “n.d.” for “no date given.”

Titles/Publication Information: Each entry should also include the title(s) of the source and the relevant information about its publication. If necessary, you can use the abbreviation “n.p.” for “no publisher given.”

Access Information: For online sources, you must include retrieval information. For websites, this is the page URL. For online journal articles, you will list the DOI, if one is assigned, as doi:xxxx, and if no DOI is assigned, you will list the URL of the journal’s homepage (you may need to do a web search to find it). Don’t add period after any URL. You do not need to include database information or information about the date you retrieved the information. Use the following examples to help format entries for specific sources. If you have questions, consult the APA Handbook or ask your librarian for help.

Book or eBook (APA manual, p. 202-203)


Article, Chapter, or Work in a Reference Book or Edited Collection (APA manual, p. 204)


Reference or Encyclopedia Article (APA manual, p. 203)
Author, A. (Year). Entry title. In A. Editor & B. Editor (Eds.), Title of encyclopedia (Vol. #, pp. #). Place of publication: Publisher.


Magazine Article (APA manual, p. 200)
Author, A. (Year, Month Day). Article title. Title of Magazine, Volume(Issue), Page(s).


Newspaper Article (APA manual, p. 200)
Author, A. B. (Year, Month Day). Article title. Title of Newspaper, page(s).


Academic Journal Article (APA manual, p. 198-199)
Author, A.A. (Year). Article title. Journal title (Volume(Issue), page(s)).


Online Photograph, Illustration, or Image (not in APA manual, suggested format)


Reports (APA Manual, p. 205-206)
Author, A. (Year). Title (Report #). Location: Publisher.


Motion Picture (APA manual, p. 209)


Video (Documentary/ Non-Motion Picture) (APA manual, p. 209)


Online Video (not in APA manual, suggested format)
