

APA Formatting and Style Guide (7th Edition)

General APA Guidelines

Your essay should be typed and double-spaced on standard-sized paper (8.5" x 11"), with 1" margins on all sides. Include a **page header** (also known as the “**running head**”) at the top of every page. For a professional paper, this includes your paper title and the page number. For a student paper, this only includes the page number. To create a **page header/running head**, insert page numbers flush right. Then type "TITLE OF YOUR PAPER" in the header flush left using all capital letters. The **running head** is a shortened version of your paper's title and cannot exceed 50 characters including spacing and punctuation.

Font

The 7th edition of the APA Publication Manual requires that the chosen font be accessible (i.e., legible) to all readers and that it be used consistently throughout the paper. It acknowledges that many font choices are legitimate, and it advises writers to check with their publishers, instructors, or institutions for guidance in cases of uncertainty.

While the APA Manual does not specify a single font or set of fonts for professional writing, it does recommend a few fonts that are widely available. These include sans serif fonts such as 11-point Calibri, 11-point Arial, and 10-point Lucida Sans Unicode as well as serif fonts such as 12-point Times New Roman, 11-point Georgia, 10-point Computer Modern.

Major Paper Sections

Your essay should include **four** major sections: the **Title Page**, **Abstract**, **Main Body**, and **References**.

Title Page

Note: APA 7 provides slightly different directions for formatting the title pages of professional papers (e.g., those intended for scholarly publication) and student papers (e.g., those turned in for credit in a high school or college course).

The title page should contain the **title** of the paper, the **author's name**, and the **institutional affiliation**. A professional paper should also include the **author note**. A student paper should also include the **course number and name**, **instructor name**, and **assignment due date**.

Type your **title** in upper and lowercase letters centered in the upper half of the page. The title should be centered and written in boldface. APA recommends that your title be focused and succinct and that it should not contain abbreviations or words that serve no purpose. Your title may take up one or two lines. All text on the title page, and throughout your paper, should be double-spaced.

Beneath the title, type the **author's name**: first name, middle initial(s), and last name. Do not use titles (Dr.) or degrees (PhD).

Beneath the author's name, type the **institutional affiliation**, which should indicate the location where the author(s) conducted the research.

A professional paper should include the **author note** beneath the institutional affiliation, in the bottom half of the title page. This should be divided up into several paragraphs, with any paragraphs that are not relevant omitted. The first paragraph should include the author's name, the symbol for the ORCID iD, and the URL for the ORCID iD. Any authors who do not have an ORCID iD should be omitted. The second paragraph should show any change in affiliation or any deaths of the authors. The third paragraph should include any disclosures or acknowledgements, such as study registration, open practices and data sharing, disclosure of related reports and conflicts of interest, and acknowledgement of financial support and other assistance. The fourth paragraph should include contact information for the corresponding author.

A student paper should not include an author note.

Note again that page headers/page numbers (described above for professional and student papers) also appear at the top of the title page. In other words, a professional paper's title page will include the title of the paper flush left in all capitals and the page number flush right, while a student paper will only contain the page number flush right.

Student APA title page

1

**The Purdue Online Writing Lab's Sample Title Page:
Following the American Psychological Association's Guidelines**

Polly Purdue

Department of English, Purdue University

ENGL 999: Course Name

Dr. Professor's Name

November 11, 2019


Title page for a student paper in APA 7 style.

Professional paper APA title page

**The Purdue Online Writing Lab's Sample Title Page:
Following the American Psychological Association's Guidelines**

Polly Purdue and Purdue Pete
Purdue Online Writing Lab
Department of English, Purdue University

Author Note

Polly Purdue  <https://orcid.org/#####>

Purdue Pete  <https://orcid.org/#####>

Purdue Pete is now at the Department of Philosophy, Purdue University.

We have no conflicts of interests to disclose.

Correspondence concerning this article should be addressed to Purdue Pete, 150 N.
University St., West Lafayette IN 47907. Email: ____@purdue.edu

Title page for a professional paper in APA 7 style.

Abstract

Begin a new page. Your abstract page should already include the **page header** (described above). On the first line of the abstract page, center and bold the word “Abstract” (no italics, underlining, or quotation marks).

Beginning with the next line, write a concise summary of the key points of your research. (Do not indent.) Your abstract should contain at least your research topic, research questions, participants, methods, results, data analysis, and conclusions. You may also include possible implications of your research and future work you see connected with your findings. Your abstract should be a single paragraph, double-spaced. Your abstract should typically be no more than 250 words.

You may also want to list keywords from your paper in your abstract. To do this, indent as you would if you were starting a new paragraph, type *Keywords:* (italicized), and then list your keywords. Listing your keywords will help researchers find your work in databases.

Abstracts are common in scholarly journal articles and are not typically required for student papers unless advised by an instructor. If you are unsure whether or not your work requires an abstract, consult your instructor for further guidance.

Abstract

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Dolor magna eget est lorem ipsum dolor sit. Pulvinar etiam non quam lacus suspendisse. Quisque non tellus orci ac. Tellus pellentesque eu tincidunt tortor aliquam nulla facilisi cras. Orci dapibus ultrices in iaculis nunc sed augue lacus viverra. Leo duis ut diam quam. Lorem ipsum dolor sit amet. Sagittis vitae et leo duis ut diam quam nulla. Purus viverra accumsan in nisl nisi scelerisque. Risus nullam eget felis eget nunc lobortis mattis aliquam. Sodales ut etiam sit amet nisl purus in. Porta nibh venenatis cras sed felis eget. Adipiscing elit duis tristique sollicitudin nibh sit amet commodo. Diam donec adipiscing | tristique risus.

Keywords: Lorem, ipsum, dolor

Please see our [Sample APA Paper](#) resource to see an example of an APA paper. You may also visit our [Additional Resources](#) page for more examples of APA papers.

In-Text Citations: The Basics

Reference citations in text are covered on pages 261-268 of the Publication Manual. What follows are some general guidelines for referring to the works of others in your essay.

Note: On pages 117-118, the Publication Manual suggests that authors of research papers should use the past tense or present perfect tense for signal phrases that occur in the literature review and procedure descriptions (for example, Jones (1998) **found** or Jones (1998) **has found**...). Contexts other than traditionally-structured research writing may permit the simple present tense (for example, Jones (1998) **finds**).

APA Citation Basics

When using APA format, follow the author-date method of in-text citation. This means that the author's last name and the year of publication for the source should appear in the text, like, for example, (Jones, 1998). One complete reference for each source should appear in the reference list at the end of the paper.

If you are referring to an idea from another work but **NOT** directly quoting the material, or making reference to an entire book, article or other work, you only have to make reference to the author and year of publication and not the page number in your in-text reference.

On the other hand, if you are directly quoting or borrowing from another work, you should include the page number at the end of the parenthetical citation. Use the abbreviation “p.” (for one page) or “pp.” (for multiple pages) before listing the page number(s). Use an en dash for page ranges. For example, you might write (Jones, 1998, p. 199) or (Jones, 1998, pp. 199–201). This information is reiterated below.

Regardless of how they are referenced, all sources that are cited in the text must appear in the reference list at the end of the paper.

In-text citation capitalization, quotes, and italics/underlining

- Always capitalize proper nouns, including author names and initials: D. Jones.
- If you refer to the title of a source within your paper, capitalize all words that are four letters long or greater within the title of a source: *Permanence and Change*. Exceptions apply to short words that are verbs, nouns, pronouns, adjectives, and adverbs: *Writing New Media*, *There Is Nothing Left to Lose*.

(**Note:** in your References list, only the first word of a title will be capitalized: *Writing new media*.)

- When capitalizing titles, capitalize both words in a hyphenated compound word: *Natural-Born Cyborgs*.
- Capitalize the first word after a dash or colon: "Defining Film Rhetoric: The Case of Hitchcock's *Vertigo*."
- If the title of the work is italicized in your reference list, italicize it and use title case capitalization in the text: *The Closing of the American Mind*; *The Wizard of Oz*; *Friends*.
- If the title of the work is not italicized in your reference list, use double quotation marks and title case capitalization (even though the reference list uses sentence case): "Multimedia Narration: Constructing Possible Worlds," "The One Where Chandler Can't Cry."

Short quotations

If you are directly quoting from a work, you will need to include the author, year of publication, and page number for the reference (preceded by "p." for a single page and "pp." for a span of multiple pages, with the page numbers separated by an en dash).

You can introduce the quotation with a signal phrase that includes the author's last name followed by the date of publication in parentheses.

According to Jones (1998), "students often had difficulty using APA style, especially when it was their first time" (p. 199).

Jones (1998) found "students often had difficulty using APA style" (p. 199); what implications does this have for teachers?

If you do not include the author's name in the text of the sentence, place the author's last name, the year of publication, and the page number in parentheses after the quotation.

She stated, "students often had difficulty using APA style" (Jones, 1998, p. 199), but she did not offer an explanation as to why.

Long quotations

Place direct quotations that are 40 words or longer in a free-standing block of typewritten lines and omit quotation marks. Start the quotation on a new line, indented 1/2 inch from the left margin, i.e., in the same place you would begin a new paragraph. Type the entire quotation on the new margin, and indent the first line of any subsequent paragraph within the quotation 1/2 inch from the new margin. Maintain double-spacing throughout, but do not add an extra blank line before or after it. The parenthetical citation should come after the closing punctuation mark.

Because block quotation formatting is difficult for us to replicate in the OWL's content management system, we have simply provided a screenshot of a generic example below.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus imperdiet id velit cursus varius. Morbi tristique convallis sapien a suscipit. Maecenas aliquam erat ac tellus sagittis, sed fringilla nibh iaculis. Vestibulum ex nisi, ultrices nec velit at, rutrum sodales sem. Donec nulla enim, luctus id ligula sit amet, semper consectetur felis. Pellentesque eleifend egestas ligula at fringilla. In at dictum urna. Jones's (1998) study found the following: (Signal phrase)

(Entire quotation indented 1/2 inch)

Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or ask their teacher for help. Nulla egestas facilisis sagittis. Suspendisse auctor tincidunt purus, ac efficitur lectus eleifend ac. Morbi eleifend posuere ipsum, eget molestie arcu tincidunt eu. (p. 199) (Parenthetical follows ending punctuation)

Orci varius natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Donec aliquam lectus nisl. Nulla ac vehicula purus. Cras vitae nunc quam. Mauris scelerisque lorem ut tellus tincidunt, ut sodales felis molestie. Maecenas ac sodales nibh. Sed at vulputate turpis. Proin libero nulla, mattis nec lectus sed, tincidunt aliquam felis. Nulla augue quam, dignissim sed cursus ac, commodo quis odio. Duis porta mollis metus, a lobortis ante hendrerit id. Ut vitae sodales sapien. Praesent facilisis erat non justo molestie laoreet. Sed maximus placerat suscipit. Quisque vitae ex sed velit ornare luctus a nec lacus. Fusce posuere vel diam sed vulputate. Donec eu malesuada dolor, in aliquam nulla. Nunc interdum ornare massa et finibus. Donec

Formatting example for block quotations in APA 7 style.

Quotations from sources without pages

Direct quotations from sources that do not contain pages should not reference a page number. Instead, you may reference another logical identifying element: a paragraph, a chapter number, a section number, a table number, or something else. Older works (like religious texts) can also incorporate special location identifiers like verse numbers. In short: pick a substitute for page numbers that makes sense for your source.

Jones (1998) found a variety of causes for student dissatisfaction with prevailing citation practices (paras. 4–5).

A meta-analysis of available literature (Jones, 1998) revealed inconsistency across large-scale studies of student learning (Table 3).

Summary or paraphrase

If you are paraphrasing an idea from another work, you only have to make reference to the author and year of publication in your in-text reference and may omit the page numbers. APA guidelines, however, do encourage including a page range for a summary or paraphrase when it will help the reader find the information in a longer work.

According to Jones (1998), APA style is a difficult citation format for first-time learners.

APA style is a difficult citation format for first-time learners (Jones, 1998, p. 199).

In-Text Citations: Author/Authors

Though the APA's author-date system for citations is fairly straightforward, author categories can vary significantly from the standard "one author, one source" configuration. There are also additional rules for citing authors of indirect sources, electronic sources, and sources without page numbers.

A Work by One Author

The APA manual recommends the use of the author-date citation structure for in-text citation references. This structure requires that any in-text citation (i.e., within the body of the text) be accompanied by a corresponding reference list entry. In the in-text citation provide the surname of the author but do not include suffixes such as "Jr."

As Ahmed (2016) mentions...

(Ahmed, 2016)

Citing Non-Standard Author Categories

A Work by Two Authors

Name both authors in the signal phrase or in parentheses each time you cite the work. Use the word "and" between the authors' names within the text and use the ampersand in parentheses.

Research by Wegener and Petty (1994) supports...

(Wegener & Petty, 1994)

A Work by Three or More Authors

List only the first author's name followed by "et al." in every citation, even the first, unless doing so would create ambiguity between different sources.

(Kernis et al., 1993)

Kernis et al. (1993) suggest...

In *et al.*, *et* should not be followed by a period. Only "al" should be followed by a period.

If you're citing multiple works with similar groups of authors, and the shortened "et al" citation form of each source would be the same, you'll need to avoid ambiguity by writing out more names. If you cited works with these authors:

Jones, Smith, Liu, Huang, and Kim (2020)

Jones, Smith, Ruiz, Wang, and Stanton (2020)

They would be cited in-text as follows to avoid ambiguity:

(Jones, Smith, Liu, et al., 2020)

(Jones, Smith, Ruiz, et al., 2020)

Since et al. is plural, it should always be a substitute for more than one name. In the case that et al. would stand in for just one author, write the author's name instead.

Unknown Author

If the work does not have an author, cite the source by its title in the signal phrase or use the first word or two in the parentheses. Titles of books and reports are italicized; titles of articles, chapters, and web pages are in quotation marks. APA style calls for capitalizing important words in titles when they are written in the text (but not when they are written in reference lists).

A similar study was done of students learning to format research papers ("Using Citations," 2001).

Note: In the rare case that "Anonymous" is used for the author, treat it as the author's name (Anonymous, 2001). In the reference list, use the name Anonymous as the author.

Organization as an Author

If the author is an organization or a government agency, mention the organization in the signal phrase or in the parenthetical citation the first time you cite the source, just as you would an individual person.

According to the American Psychological Association (2000),...

If the organization has a well-known abbreviation, you may include the abbreviation in brackets the first time the source is cited and then use only the abbreviation in later citations. However, if you cite work from multiple organizations whose abbreviations are the same, do not use abbreviations (to avoid ambiguity).

First citation: (Mothers Against Drunk Driving [MADD], 2000)

Second citation: (MADD, 2000)

Two or More Works in the Same Parentheses

When your parenthetical citation includes two or more works, order them the same way they appear in the reference list (viz., alphabetically), separated by a semi-colon.

(Berndt, 2002; Harlow, 1983)

If you cite multiple works by the same author in the same parenthetical citation, give the author's name only once and follow with dates. No date citations go first, then years, then in-press citations.

(Smith, n.d., 1995, 2002, in press)

Authors with the Same Last Name

To prevent confusion, use first initials with the last names.

(E. Johnson, 2001; L. Johnson, 1998)

Two or More Works by the Same Author in the Same Year

If you have two sources by the same author in the same year, use lower-case letters (a, b, c) with the year to order the entries in the reference list. Use the lower-case letters with the year in the in-text citation.

Research by Berndt (1981a) revealed strong correlations. However, a parallel study (Berndt, 1981b) resulted in inconclusive findings.

Introductions, Prefaces, Forewords, and Afterwords

When citing an Introduction, Preface, Foreword, or Afterword in-text, cite the appropriate author and year as usual.

(Funk & Kolln, 1992)

Personal Communication

For interviews, letters, e-mails, and other person-to-person communication, cite the communicator's name, the fact that it was personal communication, and the date of the communication. Do not include personal communication in the reference list.

(E. Robbins, personal communication, January 4, 2001).

If using a footnote to reference personal communication, handle citations the same way.

1. P. Smith also claimed that many of her students had difficulties with APA style (personal communication, November 3, 2002).

Traditional Knowledge of Indigenous Peoples

When citing information you learned from a conversation with an Indigenous person who was not your research participant, use a variation of the personal communication citation above. Include the person's full name, nation or Indigenous group, location, and any other relevant details before the "personal communication, date" part of the citation.

(Caroline Jennings, Cherokee Nation, lives in Tulsa, Oklahoma, personal communication, October 2019)

Citing Indirect Sources

Generally, writers should endeavor to read primary sources (original sources) and cite those rather than secondary sources (works that report on original sources). Sometimes, however, this is impossible. If you use a source that was cited in another source, name the original source in your signal phrase. List the secondary source in your reference list and include the secondary source in the parentheses. If you know the year of the original source, include it in the citation.

Johnson argued that... (as cited in Smith, 2003, p. 102).

(Johnson, 1985, as cited in Smith, 2003, p. 102).

Electronic Sources

If possible, cite an electronic document the same as any other document by using the author-date style.

Kenneth (2000) explained...

Unknown Author and Unknown Date

If no author or date is given, use the title in your signal phrase or the first word or two of the title in the parentheses and use the abbreviation "n.d." (for "no date").

Another study of students and research decisions discovered that students succeeded with tutoring ("Tutoring and APA," n.d.).

Sources Without Page Numbers

When an electronic source lacks page numbers, you should try to include information that will help readers find the passage being cited. Use the heading or section name, an abbreviated heading or section name, a paragraph number (para. 1), or a combination of these.

According to Smith (1997), ... (Mind Over Matter section, para. 6).

Note: Never use the page numbers of webpages you print out; different computers print webpages with different pagination. Do not use Kindle location numbers; instead, use the page number (available in many Kindle books) or the method above.

Other Sources

The *APA Publication Manual* describes how to cite many different kinds of authors and content creators. However, you may occasionally encounter a source or author category that the manual does not describe, making the best way to proceed unclear.

In these cases, it's typically acceptable to apply the general principles of APA citation to the new kind of source in a way that's consistent and sensible. A good way to do this is to simply use the standard APA directions for a type of source that resembles the source you want to cite. For example, a sensible way to cite a virtual reality program would be to mimic the APA's guidelines for computer software.

You may also want to investigate whether a third-party organization has provided directions for how to cite this kind of source.

Footnotes and Endnotes

APA details the use of two types of footnotes: content and copyright.

When using either type of footnote, insert a number formatted in superscript following any punctuation mark apart from a dash (—). A footnote callout should precede the dash. A footnote callout should only be placed inside of a set of parentheses if it directly pertains to the material inside. There should not be a space before a footnote callout, and a footnote callout should never occur in a heading. For example:

Caxton's printing of the *Morte Darthur*—dated 1485¹—changes several aspects of the Pentecostal Oath.² (The Winchester Manuscript's version of the Oath will be discussed later in this chapter.³)

When using the footnote function in a word-processing program like Microsoft Word, place all footnotes at the bottom of the page on which they appear. Footnotes may also appear on their own page after the References page in your document. Center and bold the word “Footnotes” at the top of the page. Indent one tab (or five spaces) on the first line of each footnote. Put a space between the footnote number and the footnote itself. Then, follow normal paragraph spacing rules. Double space throughout.

APA recommends the use of the default formatting footnote settings in word-processing programs when using footnotes in the page footers (e.g. 10-point font and single spacing).

¹ For more information on this dating, see chapter 2 of this book.

Content Notes

Content notes provide supplemental information to your readers. When providing content notes, be brief and focus on only one subject. Try to limit your comments to one small paragraph. APA recommends that you only include this type of note if the information strengthens your discussion.

Content notes can also point readers to information that is available online or in more detail elsewhere.

¹ See Field (1993), for more information on Malory's life.

Copyright Permission Notes

If you quote more than 500 words of published material or think you may be in violation of fair use copyright laws, you must get the formal permission of the author(s). All other sources simply appear in the reference list.

Follow the same formatting rules as with content notes for noting copyright permissions. Then attach a copy of the permission letter to the document.

If you are reproducing a graphic, chart, or table, from some other source, you must provide a special note at the bottom of the item that includes copyright information. You should also submit written permission along with your work.

The information included in a copyright note includes the same information as in the reference list, but with some additional information. You must state if the material was reprinted or just adapted—use “From” if it is a reprint and “Adapted from” for adaptations. For example:

¹ From “Title of Article,” by A. Author and B. Author, year, *Journal Title*, Volume(Issue), p. ## (DOI or URL). Copyright year by Copyright Holder. Reprinted with permission.

¹ From “Standing Up for the Stanzaic-poet: Artistry, Characterization, and Narration in the Stanzaic *Morte Arthur* and Malory’s *Morte Darthur*,” by F. Tolhurst and K. S. Whetter, 2018, *Arthuriana* 28(3), p. 51. Copyright 2018 by Scriptorum Press. Reprinted with permission.

Reference List: Basic Rules

Formatting a Reference List

Your reference list should appear at the end of your paper. It provides the information necessary for a reader to locate and retrieve any source you cite in the body of the paper. Each source you cite in the paper must appear in your reference list; likewise, each entry in the reference list must be cited in your text.

Your references should begin on a new page separate from the text of the essay; label this page "References" in bold, centered at the top of the page (do NOT underline or use quotation marks for the title). All text should be double-spaced just like the rest of your essay.

Basic Rules for Most Sources

- All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin. This is called hanging indentation.
- All authors' names should be inverted (i.e., last names should be provided first).
- Authors' first and middle names should be written as initials.
 - For example, the reference entry for a source written by Jane Marie Smith would begin with "Smith, J. M."
 - If a middle name isn't available, just initialize the author's first name: "Smith, J."
- Give the last name and first/middle initials for all authors of a particular work up to and including 20 authors (this is a new rule, as APA 6 only required the first six authors). Separate each author's initials from the next author in the list with a comma. Use an ampersand (&) before the last author's name. If there are 21 or more authors, use an ellipsis (but no ampersand) after the 19th author, and then add the final author's name.
- Reference list entries should be alphabetized by the last name of the first author of each work.
- For multiple articles by the same author, or authors listed in the same order, list the entries in chronological order, from earliest to most recent.
- When referring to the titles of **books, chapters, articles, reports, webpages**, or other sources, 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.
 - Note again that the titles of academic journals are subject to special rules. See section below.
- Italicize titles of longer works (e.g., books, edited collections, names of newspapers, and so on).
- Do not italicize, underline, or put quotes around the titles of shorter works such as chapters in books or essays in edited collections.

Basic Rules for Articles in Academic Journals

- Present journal titles in full.
- Italicize journal titles.
- Maintain any nonstandard punctuation and capitalization that is used by the journal in its title.
 - For example, you should use PhiloSOPHIA instead of *Philosophia*, or *Past & Present* instead of *Past and Present*.
- Capitalize **all major words** in the **titles of journals**. Note that this differs from the rule for titling other common sources (like books, reports, webpages, and so on) described above.
 - This distinction is based on the type of source being cited. Academic journal titles have all major words capitalized, while other sources' titles do not.
- Capitalize **the first word of the titles and subtitles of journal articles**, as well as the **first word after a colon or a dash** in the title, and **any proper nouns**.
- Do not italicize or underline the article title.
- Do not enclose the article title in quotes.
 - So, for example, if you need to cite an article titled "Deep Blue: The Mysteries of the Marianas Trench" that was published in the journal *Oceanographic Study: A Peer-Reviewed Publication*, you would write the article title as follows:
 - Deep blue: The mysteries of the Marianas Trench.
 - ...but you would write the journal title as follows:
 - *Oceanographic Study: A Peer-Reviewed Publication*

Please note: While the APA manual provides examples of how to cite common types of sources, it does not cover all conceivable sources. If you must cite a source that APA does not address, the APA suggests finding an example that is similar to your source and using that format. For more information, see page 282 of the *Publication Manual of the American Psychological Association*, 7th ed.

Reference List: Author/Authors

The following rules for handling works by a single author or multiple authors apply to all APA-style references in your reference list, regardless of the type of work (book, article, electronic resource, etc.).

Note: Because the information on this page pertains to virtually all citations, we've highlighted a few important differences between APA 6 and APA 7 with underlined notes written in red.

Single Author

Last name first, followed by author initials.

Ahmed, S. (2012). *On being included: Racism and diversity in institutional life*. Duke University Press.

Two Authors

List by their last names and initials. Separate author names with a comma. Use the ampersand instead of "and."

Soto, C. J., & John, O. P. (2017). The next big five inventory (BFI-2): Developing and assessing a hierarchical model with 15 facets to enhance bandwidth, fidelity, and predictive power. *Journal of Personality and Social Psychology*, 113(1), 117-143. <http://dx.doi.org/10.1037/pspp0000096>

Three to Twenty Authors

List by last names and initials; commas separate author names, while the last author name is preceded again by ampersand. This is a departure from APA 6, which only required listing the first six authors before an ellipsis and the final author's name.

Nguyen, T., Carnevale, J. J., Scholer, A. A., Miele, D. B., & Fujita, K. (2019). Metamotivational knowledge of the role of high-level and low-level construal in goal-relevant task performance. *Journal of Personality and Social Psychology*, 117(5), 879-899. <http://dx.doi.org/10.1037/pspa0000166>

More Than Twenty Authors

List by last names and initials; commas separate author names. After the first 19 authors' names, use an ellipsis in place of the remaining author names. Then, end with the final

author's name (do not place an ampersand before it). There should be no more than twenty names in the citation in total.

Pegion, K., Kirtman, B. P., Becker, E., Collins, D. C., LaJoie, E., Burgman, R., Bell, R., DelSole, R., Min, D., Zhu, Y., Li, W., Sinsky, E., Guan, H., Gottschalck, J., Metzger, E. J., Barton, N. P., Achuthavarier, D., Marshak, J., Koster, R., . . . Kim, H. (2019). The subseasonal experiment (SubX): A multimodel subseasonal prediction experiment. *Bulletin of the American Meteorological Society*, 100(10), 2043-2061. <https://doi.org/10.1175/BAMS-D-18-0270.1>

Group Author

Group authors can include corporations, government agencies, organizations, etc; and a group may publish in coordination with individuals. Here, you simply treat the publishing organization the same way you'd treat the author's name and format the rest of the citation as normal. Be sure to give the full name of the group author in your reference list, although abbreviations may be used in your text.

Entries in reference works (e.g. dictionaries, thesauruses, and encyclopedias) without credited authors are also considered works with group authors.

Merriam-Webster. (2008). Braggadocio. In *Merriam-Webster's Advanced Learner's English Dictionary*. Merriam-Webster.

When a work has multiple layers of group authorship (e.g. The Office of the Historian, which is a part of the Department of State, publishes something), list the most specific agency as the author and the parent agency as the publisher.

Bureau of International Organization Affairs. (2018). *U.S. contributions to international organizations, 2017* [Annual report]. U.S. Department of State. <https://www.state.gov/u-s-contributions-to-international-organizations/>

Unknown Author

When the work does not have an author move the title of the work to the beginning of the references and follow with the date of publication. Only use “Anonymous ” if the author is the work is signed “Anonymous.” [This is a new addition to APA 7.](#)

Merriam-Webster's collegiate dictionary (11th ed.). (2003). Merriam-Webster.

NOTE: When your essay includes parenthetical citations of sources with no author named, use a shortened version of the source's title instead of an author's name. Use quotation marks and italics as appropriate. For example, parenthetical citations of the source above would appear as follows: (*Merriam-Webster's*, 2003).

Two or More Works by the Same Author

Use the author's name for all entries and list the entries by the year (earliest comes first). List references with no dates before references with dates.

Urcuioli, P. J. (n.d.).

Urcuioli, P. J. (2011).

Urcuioli, P. J. (2015).

When an author appears both as a sole author and, in another citation, as the first author of a group, list the one-author entries first.

Agnew, C. R. (Ed.). (2014). *Social influences on romantic relationships: Beyond the dyad*. Cambridge University Press.

Agnew, C. R., & South, S. C. (Eds.). (2014). *Interpersonal relationships and health: Social and clinical psychological mechanisms*. Oxford University Press.

References that have the same first author and different second and/or third authors are arranged alphabetically by the last name of the second author, or the last name of the third if the first and second authors are the same.

- Arriaga, X. B., Capezza, N. M., Reed, J. T., Wesselman, E. D., & Williams, K. D. (2014). With partners like you, who needs strangers?: Ostracism involving a romantic partner. *Personal Relationships*, 21(4), 557-569.
- Arriaga, X. B., Kumashiro, M., Finkel, E. J., VanderDrift, L. E., & Luchies, L. B. (2014). Filling the void: Bolstering attachment security in committed relationships. *Social Psychological and Personality Science*, 5(4), 398-405.

Two or More Works by the Same Author in the Same Year

If you are using more than one reference by the same author—or the same group of authors listed in the same order—published in the same year, first check to see if they have more specific dates ([this recommendation is new to APA 7](#)). Works with only a year should be listed before those with a more specific date. List specific dates chronologically. If two works have the same publication date, organize them in the reference list alphabetically by the title of the article or chapter. If references with the same date are identified as parts of a series (e.g. Part 1 and Part 2), list them in order of their place in the series. Then assign letter suffixes to the year. Refer to these sources in your essay as they appear in your reference list, e.g.: "Berndt (2004a) makes similar claims..."

- Berndt, T. J. (2004a). Children's friendships: Shifts over a half-century in perspectives on their development and their effects. *Merrill Palmer Quarterly*, 50(3), 206-223.
- Berndt, T. J. (2004b). Friendship and three A's (aggression, adjustment, and attachment). *Journal of Experimental Child Psychology*, 88(1), 1-4.

Introductions, Prefaces, Forewords, and Afterwords

Cite the publishing information about a book as usual, but cite Introduction, Preface, Foreword, or Afterword (whatever title is applicable) as the chapter of the book.

- Lang, J. M. (2018). Introduction. In Dujardin, G., Lang, J. M., & Staunton, J. A. (Eds.), *Teaching the literature survey course* (pp. 1-8). West Virginia University Press.

Reference List: Articles in Periodicals

Basic Form

APA style dictates that authors are named with their last name followed by their initials; publication year goes between parentheses, followed by a period. The title of the article is in sentence-case, meaning only the first word and proper nouns in the title are capitalized. The periodical title is run in title case, and is followed by the volume number which, with the title, is also italicized. If a DOI has been assigned to the article that you are using, you should include this after the page numbers for the article. If no DOI has been assigned and you are accessing the periodical online, use the URL of the website from which you are retrieving the periodical.

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

Article in Print Journal

Scruton, R. (1996). The eclipse of listening. *The New Criterion*, 15(3), 5–13.

Note: APA 7 advises writers to include a DOI (if available), even when using the print source. The example above assumes no DOI is available.

Article in Electronic Journal

As noted above, when citing an article in an electronic journal, include a DOI if one is associated with the article.

Baniya, S., & Weech, S. (2019). Data and experience design: Negotiating community-oriented digital research with service-learning. *Purdue Journal of Service-Learning and International Engagement*, 6(1), 11–16. <https://doi.org/10.5703/1288284316979>

DOIs may not always be available. In these cases, use a URL. Many academic journals provide stable URLs that function similarly to DOIs. These are preferable to ordinary URLs copied and pasted from the browser's address bar.

Denny, H., Nordlof, J., & Salem, L. (2018). "Tell me exactly what it was that I was doing that was so bad": Understanding the needs and expectations of working-class students in writing centers. *Writing Center Journal*, 37(1), 67–98.
<https://www.jstor.org/stable/26537363>

Note that, in the example above, there is a quotation in the title of the article. Ordinary titles lack quotation marks.

Article in a Magazine

Peterzell, J. (1990, April). Better late than never. *Time*, 135(17), 20–21.

Article in a Newspaper

Schultz, S. (2005, December 28). Calls made to strengthen state energy policies. *The Country Today*, 1A, 2A.

Review

Baumeister, R. F. (1993). Exposing the self-knowledge myth [Review of the book *The self-knower: A hero under control*, by R. A. Wicklund & M. Eckert]. *Contemporary Psychology*, 38(5), 466–467.

Reference List: Books

Basic Format for Books

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

Stoneman, R. (2008). *Alexander the Great: A life in legend*. Yale University Press.

Edited Book, No Author

Editor, E. E. (Ed.). (Year of publication). *Title of work: Capital letter also for subtitle*.
Publisher. DOI (if available)

Leitch, M. G., & Rushton, C. J. (Eds.). (2019). *A new companion to Malory*. D. S. Brewer.

Edited Book with an Author or Authors

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle* (E. Editor, Ed.). Publisher. DOI (if available)

Malory, T. (2017). *Le morte darthur* (P. J. C. Field, Ed.). D. S. Brewer. (Original work published 1469-70)

A Translation

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle* (T. Translator, Trans.). Publisher. (Original work published YEAR) DOI (if available)

Plato (1989). *Symposium* (A. Nehamas & P. Woodruff, Trans.). Hackett Publishing Company. (Original work published ca. 385-378 BCE)

Note: When you cite a republished work, like the one above, in your text, it should appear with both dates: Plato (385-378/1989)

Edition Other Than the First

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle* (# edition). Publisher. DOI (if available)

Belcher, W. (2019). *Writing your journal article in twelve weeks: A guide to academic publishing success* (2nd ed.). University of Chicago Press.

Article or Chapter in an Edited Book

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In E. E. Editor & F. F. Editor (Eds.), *Title of work: Capital letter also for subtitle* (pp. pages of chapter). Publisher. DOI (if available)

Note: When you list the pages of the chapter or essay in parentheses after the book title, use "pp." before the numbers: (pp. 1-21). This abbreviation, however, does not appear before the page numbers in periodical references. List any edition number in the same set of parentheses as the page numbers, separated by a comma: (2nd ed., pp. 66-72).

Armstrong, D. (2019). Malory and character. In M. G. Leitch & C. J. Rushton (Eds.), *A new companion to Malory* (pp. 144-163). D. S. Brewer.

Multivolume Work

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle* (Vol. #). Publisher. DOI (if available)

David, A., & Simpson, J. (Eds.). (2006). *The Norton anthology of English literature: The Middle Ages* (8th ed., Vol. A). W. W. Norton and Company.

Reference List: Other Print Sources

Entry in a Dictionary, Thesaurus, or Encyclopedia with a Group Author

The 7th edition of the APA manual **does not provide specific guidance on how to cite physical reference works such as dictionaries, thesauruses, or encyclopedias**. Therefore, this citation, as well as the one for an individual author of an entry in a reference work, is modeled on that of a chapter in an edited book or anthology, both which are similar in format to reference works.

Institution or organization name. (Year). Title of entry. In *Title of reference work* (edition, page numbers). Publisher name.

Merriam-Webster, Incorporated. (1997). Goat. In *Merriam Webster's collegiate dictionary* (10th ed., pp. 499-500). Merriam-Webster, Incorporated.

Entry in a Dictionary, Thesaurus, or Encyclopedia with an Individual Author

Lastname, F. M. (Year). Title of entry. In F. M. Lastname (ed.), *Title of reference work* (edition, page numbers). Publisher.

Tatum, S. R. (2009). Spirituality and religion in hip hop literature and culture. In T. L. Stanley (ed.), *Encyclopedia of hip hop literature* (pp. 250-252). Greenwood.

Work Discussed in a Secondary Source

Provide the source in which the original work was referenced:

Nail, T. (2017). What is an assemblage? *SubStance*, 46(1), 21-37.
<http://sub.uwpress.org/lookup/doi/10.3368/ss.46.1.21>

Note: Provide the secondary source in the references list; in the text, name the original work, and give a citation for the secondary source. For example, if Deleuze and Guattari's work is cited in Nail and you did not read the original work, list the Nail reference in the References. In the text, use the following citation:

Deleuze and Guattari's concept of the assemblage (as cited in Nail, 2017)....

Dissertation Abstract

The 7th edition of the APA manual **does not provide specific guidance on how to cite dissertation abstracts**. Therefore, this citation models that of a journal article, which is similar in format.

Lastname, F. M. (Year). Title of dissertation. *Dissertation Abstracts International*, Vol., Page.

Angeli, E. L. (2012). Networks of communication in emergency medical services. *Dissertation Abstracts International*, 74, 03(E).

Dissertation or Master's Thesis, Published

Lastname, F. M. (Year). *Title of dissertation/thesis* (Publication No.) [Doctoral dissertation/Master's thesis, Name of Institution Awarding the Degree]. Database or Archive Name.

Angeli, E. L. (2012). *Networks of communication in emergency medical services* (Publication No. 3544643) [Doctoral dissertation, Purdue University]. ProQuest Dissertations Publishing.

Note: If the dissertation or thesis is not published in a database, include the URL of the site where the document is located.

Dissertation or Master's Thesis, Unpublished

Lastname, F. M. (Year). *Title of dissertation/thesis* [Unpublished doctoral dissertation/master's thesis]. Name of Institution Awarding the Degree.

Samson, J. M. (2016). *Human trafficking and globalization* [Unpublished doctoral dissertation]. Virginia Polytechnic Institute and State University.

Federal or State Statute

Name of Act, Public Law No. (Year). URL

The Patient Protection and Affordable Care Act, Publ. L. No. 111-148, 124 Stat. 119 (2010). <https://www.govinfo.gov/content/pkg/PLAW-111publ148/pdf/PLAW-111publ148.pdf>

Report by a Government Agency or Other Organization

Organization Name. (Year). *Title of report*. URL

United States Government Accountability Office. (2019). *Performance and accountability report: Fiscal year 2019*. <https://www.gao.gov/assets/710/702715.pdf>

Report by Individual Authors at Government Agency or Other Organization

Lastname, F. M., & Lastname, F. M. (Year). *Title of report*. Organization Name. URL

Palanker, D., Volk, J., Lucia, K., & Thomas, K. (2018). *Mental health parity at risk: Deregulating the individual market and the impact on mental health coverage*. National Alliance on Mental Illness. <https://www.nami.org/About-NAMI/Publications-Reports/Public-Policy-Reports/Parity-at-Risk/ParityatRisk.pdf>

Conference Proceedings

The 7th edition of the APA manual **does not provide guidance on citing conference proceedings**. Therefore, this citation models that of an edited collection, which is similar in format.

Lastname, F. M., & Lastname, F. M. (Eds.). (Year). *Title of Proceedings*. Publisher. URL (if applicable)

Huang, S., Pierce, R., & Stamey, J. (Eds.). (2006). *Proceedings of the 24th annual ACM international conference on the design of communication*. ACM Digital Library. <https://dl.acm.org/citation.cfm?id=1166324&picked=prox>

Reference List: Electronic Sources

Webpage or Piece of Online Content

If the page names an individual author, cite their name first:

Lastname, F. M. (Year, Month Date). *Title of page*. Site Name. URL

Price, D. (2018, March 23). *Laziness does not exist*. Medium.
<https://humanparts.medium.com/laziness-does-not-exist-3af27e312d01>

If the resource was written by a group or organization, use the name of the group/organization as the author. Additionally, if the author and site name are the same, omit the site name from the citation.

Group name. (Year, Month Date). *Title of page*. Site Name. URL

American Society for the Prevention of Cruelty to Animals. (2019, November 21).
Justice served: Case closed for over 40 dogfighting victims.
<https://www.asPCA.org/news/justice-served-case-closed-over-40-dogfighting-victim>
s

If the page's author is not listed, start with the title instead. Additionally, include a retrieval date when the page's content is likely to change over time (like, for instance, if you're citing a wiki that is publicly edited).

Title of page. (Year, Month Date). Site Name. Retrieved Month Date, Year, from URL
Tuscan white bean pasta. (2018, February 25). Budgetbytes. Retrieved March 18,
2020, from <https://www.budgetbytes.com/tuscan-white-bean-pasta/>

If the date of publication is not listed, use the abbreviation (n.d.).

Author or Group name. (n.d.). *Title of page*. Site Name (if applicable). URL

National Alliance on Mental Illness. (n.d.). *Mental health conditions*.
<https://www.nami.org/Learn-More/Mental-Health-Conditions>

Wikipedia Article

APA 7 treats Wikipedia articles as special instances of entries in reference works. Thus, there are a few differences between reference entries for pages on Wikipedia and those for generic webpages.

Title of article. (Year, Month Date). In *Wikipedia*. URL of archived version of page
Quantum mechanics. (2019, November 19). In *Wikipedia*.
https://en.wikipedia.org/w/index.php?title=Quantum_mechanics&oldid=948476810

Wikipedia articles often update frequently. For this reason, the date refers to the date that the cited version of the page was published. Note also that the manual recommends linking to the archived version of the page, rather than the current version of the page on the site, since the latter can change over time. Access the archived version by clicking "View History," then clicking the date/timestamp of the version you'd like to cite.

Online Scholarly Journal Article: Citing DOIs

Please note: Because online materials can potentially change URLs, APA recommends providing a Digital Object Identifier (DOI), when it is available, as opposed to the URL. DOIs are an attempt to provide stable, long-lasting links for online articles. They are unique to their documents and consist of a long alphanumeric code. Many—but not all—publishers will provide an article's DOI on the first page of the document.

Note also that some online bibliographies provide an article's DOI but may "hide" the code under a button which may read "Article" or may be an abbreviation of a vendor's name like "CrossRef" or "PubMed." This button will usually lead the user to the full article which will include the DOI. Find DOIs from print publications or ones that go to dead links with doi.org's "Resolve a DOI" function, [available on the site's home page](#).

APA 7 also advises writers to include a DOI (if available), even when using the print source.

Article from an Online Periodical with DOI Assigned

Lastname, F. M., & Lastname, F. M. (Year). Title of article. *Title of Periodical*, Vol.(Issue), page numbers. DOI

Drollinger, T., Comer, L. B., & Warrington, P. T. (2006). Development and validation of the active empathetic listening scale. *Psychology & Marketing*, 23(2), 161-180. <https://doi.org/10.1002/mar.20105>

Article from an Online Periodical with no DOI Assigned

If an online scholarly journal article has no DOI and is published on a website, include the URL. If an online scholarly article has no DOI and is published on a database, do not include a URL or any database information. The only exception is for databases that publish articles that are in limited circulation (like ERIC) or that are only available on that particular database (like UpToDate). Note that retrieval dates are required for unarchived sources that are likely, or intended, to change over time.

Perreault, L. (2019). Obesity in adults: Role of physical activity and exercise. *UpToDate*. Retrieved January 12, 2020, from <https://www.uptodate.com/contents/obesity-in-adults-role-of-physical-activity-and-exercise>

Abstract

APA 7th edition does not provide guidance on how to cite abstracts. However, if you only use information from the abstract but the full text of the article is also available, we advise you to add "[Abstract]" after the article or source name. If the full text is not available, you may use an abstract that is available through an abstracts database as a secondary source.

Online News Article

Note: The format for this type of source depends on whether your source comes from a site with an associated newspaper.

If the source **does** come from a site with an associated newspaper, leave the title of the article unformatted, but italicize the title of the newspaper.

Lastname, F. M. (Year, Month Date). Title of article. *Title of Publication*. URL

Richards, C. (2019, December 9). Best music of 2019: Lana Del Rey sings lullabies about the end of America. *Washington Post*.
https://www.washingtonpost.com/entertainment/music/best-music-of-2019-lana-del-rey-sings-lullabies-about-the-end-of-america/2019/12/06/6e82c5ec-15d8-11ea-a659-7d69641c6ff7_story.html

On the other hand, if the source **doesn't** come from a site with an associated newspaper, italicize the title of the article, but leave the name of the site unformatted.

Lastname, F. M. (Year, Month Date). *Title of article*. Name of publishing website. URL

Jones, J. (2020, May 10). *Why flats dominate Spain's housing market*. BBC.
<https://www.bbc.com/worklife/article/20200506-why-do-flats-dominate-spains-housing-market>

Electronic or Kindle Books

It is not necessary to note that you have used an eBook or audiobook when the content is the same as a physical book. However, you should distinguish between the eBook or audiobook and the print version if the content is different or abridged, or if you would like to cite the narrator of an audiobook.

Lastname, F. M. (Year). *Title of book*. Publisher. URL

Lastname, F. M. (Year). *Title of book* [eBook edition]. Publisher. URL

Lastname, F. M. (Year). *Title of book* (N. Narrator, Narr.) [Audiobook]. Publisher. URL (if applicable)

Dissertation/Thesis from a Database

Lastname, F. M. (Year). *Title of dissertation or thesis* (Publication No.) [Doctoral dissertation or master's thesis, Name of Institution Awarding Degree]. Database Name.

Duis, J. M. (2008). *Acid/base chemistry and related organic chemistry conceptions of undergraduate organic chemistry students* (Publication No. 3348786) [Doctoral dissertation, University of Northern Colorado]. ProQuest Dissertations and Theses Global.

Entry in an Online Dictionary, Thesaurus, or Encyclopedia with a Group Author

Note: An online dictionary, thesaurus, or encyclopedia may be continuously updated and therefore not include a publication date (like in the example below). If that's the case, use "n.d." for the date and include the retrieval date in the citation.

Institution or organization name. (Year). Title of entry. In *Title of reference work*. URL
Merriam-Webster. (n.d.). Braggadocio. In *Merriam-Webster.com dictionary*. Retrieved January 13, 2020, from <https://www.merriam-webster.com/dictionary/braggadocio>

Entry in an Online Dictionary, Thesaurus, or Encyclopedia with an Individual Author

Lastname, F. M. (Year). Title of entry. In F. M. Lastname (Ed.), *Title of reference work* (edition). Publisher. URL or DOI

Martin, M. (2018). Animals. In L. A. Schintler & C. L. McNeely (Eds.), *Encyclopedia of big data*. SpringerLink. https://doi.org/10.1007/978-3-319-32001-4_7-1

Note: If the dictionary, thesaurus, or encyclopedia does not include an edition, simply skip that step.

Data Sets

Lastname, F. M. or Name of Group (Year). *Title of dataset* (Version No.) [Data set]. Publisher. DOI or URL

Grantmakers in the Arts. (2019). *Arts funding trends, United States, 1994-present* (ICPSR 37337) [Data set]. National Archive of Data on Arts & Culture. <https://www.icpsr.umich.edu/icpsrweb/NADAC/studies/37337>

Graphic Data (e.g. Interactive Maps, Infographics, and Other Graphic Representations of Data)

Give the name of the organization or individual followed by the date and the title. If there is no title, in brackets, you should provide a brief explanation of what type of data is there and in what form it appears. Include the URL and the retrieval date if there is no publication date.

HatchMed. (2017). *8 ways to improve patient satisfaction* [Infographic]. HatchMed.com.

<https://www.hatchmed.com/blog/2017/1/30/8-ways-to-improve-patient-satisfaction>

Google. (n.d.). [Google Map of Purdue University]. Retrieved January 12, 2020, from <https://www.google.com/maps/@40.4237095,-86.9233886,17z>

Qualitative Data and Online Interviews

If an interview is not retrievable in audio or print form, cite the interview only in the text (not in the reference list) and provide the month, day, and year in the text. If the interview transcript is published in an online periodical, like a magazine, cite the interview the same way you would cite the medium where it is published, as shown below:

Schulman, M. (2019, December 8). Peter Dinklage is still punk rock. *The New Yorker*. <https://www.newyorker.com/culture/the-new-yorker-interview/peter-dinklage-is-still-punk-rock>

If it is an audio file or transcript published in a database, credit the interviewee as the author and use the following model:

Paynter, W. (1970, September 17). *Interview with Will Paynter* [Interview]. Studs Terkel Radio Archive; The Chicago History Museum.
<https://studsterkel.wfmt.com/programs/interview-will-paynter>

Online Lecture Notes and Presentation Slides

When citing online lecture notes, be sure to provide the file format in brackets after the lecture title (e.g. PowerPoint slides, Word document).

Lastname, F. M. (Year, Month Date). *Title of presentation* [Lecture notes, PowerPoint slides, etc]. Publisher. URL

Smith, C. (2017, October 13). *AI and machine learning demystified* [PowerPoint slides]. SlideShare.
<https://www.slideshare.net/carologic/ai-and-machine-learning-demystified-by-carol-smith-at-midwest-ux-2017>

Computer Software/Downloaded Software

Do not cite standard office software (e.g. Word, Excel) or programming languages. Provide references only for specialized software.

Lastname, F. M. or Name of Group. (Year). *Title of software* (Version No.). Publisher. URL

Maplesoft. (2019). *Maple companion* (Version 2.1.0). Cybernet Systems Co.
<https://www.maplesoft.com/products/MapleCompanion/>

Email

E-mails are not included in the list of references, though you should parenthetically cite them in your main text:

(E. Robbins, personal communication, January 4, 2001).

Online Forum or Discussion Posting

Lastname, F. M. or Name of Group [username]. (Year, Month Date). *Title of post* [Online forum post]. Publisher. URL

Stine, R. L. [RL__Stine]. (2013, October 23). *I'm R.L. Stine and it's my job to terrify kids. Ask me anything!* [Online forum post]. Reddit.
<https://www.reddit.com/r/IAmA/comments/1p32dl/>

Tweet

Lastname, F. M. or Name of Group [@username]. (Year, Month Date). *Content of the post up to the first 20 words*[Tweet]. Site Name. URL

Note: If the tweet includes images, videos, or links to other sources, indicate that information in brackets after the content description. Also attempt to replicate emojis if possible.

National Geographic [@NatGeo]. (2020, January 12). *Scientists knew African grays are clever; but now they've been documented assisting other members of their species—even strangers* [Tweet; thumbnail link to article]. Twitter.
<https://twitter.com/NatGeo/status/1216346352063537154>

Twitter Profile

Lastname, F. M. or Name of Group [@username]. (n.d.). *Tweets* [Twitter profile]. Retrieved Month Date, Year, from URL

MLA Style [@mlastyle]. (n.d.). *Tweets* [Twitter profile]. Retrieved January 12, 2020, from <https://twitter.com/mlastyle>

Facebook Post

Lastname, F. M. or Name of Group. (Year, Month Date). *Content of the post up to the first 20 words* [Type of post]. Site Name. URL

Note: If the Facebook post includes images, videos, or links to other sources, indicate that information in brackets after the content description. Also attempt to replicate emojis if possible.

U.S. Department of the Interior. (2020, January 10). *Like frosting on a cake, snow coats and clings to the hoodoos at Bryce Canyon National Park in Utah* [Image attached] [Status update]. Facebook.
<https://www.facebook.com/USInterior/photos/a.155163054537384/2586475451406120/?type=3&theater>

Facebook Page

Lastname, F. M. or Name of Group. (n.d.). *Home* [Facebook page]. Site Name. Retrieved Month Date, Year, from URL

Little River Canyon National Preserve (n.d.). *Home* [Facebook page]. Facebook. Retrieved January 12, 2020 from <https://www.facebook.com/lirinps/>

Instagram Photo or Video

Lastname, F. M. or Name of Group [@username]. (Year, Month Date). *Content of the post up to the first 20 words* [Type of post]. Site Name. URL

BBC [@bbc]. (2020, January 12). *Skywatchers have been treated to the first full moon of 2020-known as a “wolf moon”-at the same time as a* [Photograph]. Instagram. <https://www.instagram.com/p/B7OkWqbBwcf/>

Blog Post

Lastname, F. M. (Year, Month Date). Title of post. *Publisher*. URL

Axelrod, A. (2019, August 11). A century later: The Treaty of Versailles and its rejection of racial equality. *Code Switch, NPR*. <https://www.npr.org/sections/codeswitch/2019/08/11/742293305/a-century-later-the-treaty-of-versailles-and-its-rejection-of-racial-equality>

YouTube or other Streaming Video

Last Name, F. M. [Username]. (Year, Month Date). *Title of video* [Video]. Streaming Service. URL

Lushi, K. [Korab Lushi]. (2016, July 3). *Albatross culture 1* [Video]. YouTube. https://www.youtube.com/watch?v=_AMrJRQDPjk&t=148s

Note: The person or group who uploaded the video is considered the author. If the author's name is the same as the username, you can omit the [Username].

Ted Talk

Author, A. A. (Year, Month Date). *Title of talk* [Video]. TED. URL

Al-Mutawa, N. (2010, July). *Superheroes inspired by Islam* [Video]. TED. https://www.ted.com/talks/naif_al_mutawa_superheroes_inspired_by_islam#t-4909

Or (if on YouTube)

Username. (Year, Month Date). Title of talk [Video]. YouTube. URL

Tedx Talks. (2011, Nov. 15). *TEDxHampshireCollege - Jay Smooth - How I learned to stop worrying and love discussing race* [Video]. YouTube. <https://www.youtube.com/watch?v=MbdxeFcQtaU>

Podcast Episode

Host, A. A. (Host). (Year, Month Date). Title of episode (No. if provided) [Audio podcast episode]. In *Name of podcast*. Publisher. URL

Prime, K. (Host). (2019, March 29). For whom the cowbell tolls [Audio podcast episode]. In *Radiolab*. WNYC Studios.
<https://www.wnycstudios.org/story/whom-cowbell-tolls>

Reference List: Other Non-Print Sources

Interviews

Interviews fall into three categories: published interviews, personal interviews, and research participant interviews. However, only published interviews require a formal citation in your reference list.

A published interview is found in places like a radio show, newspaper, or magazine. To cite a published interview, adhere to the format for that particular reference type (i.e., if the interview is on a podcast, cite the podcast). For more information on citing sources where an interview might appear, visit the [Articles in Periodicals](#) page or the [Electronic Sources](#) page.

A personal interview is considered personal communication and does not require a formal citation in your reference list. See below for more information.

A research participant interview is an interview conducted as part of your research project. You might address this in the body of your paper, saying something like, “As part of my study, I interviewed fifty participants about their involvement with intramural sports.” However, you do not need to formally cite this in your reference list.

Presentation at Conference or Symposium

Whether you’re citing a keynote address, a paper presentation as part of a symposium, or a poster presentation, follow the guidelines below. While some presentations are published after they’re given, others do not have a written component. If the presentation is published, follow the guidelines for citation as laid out in the [Other Print Sources](#) page. Be sure to include a URL if the publication is available online.

Presentation Without an Online Source

Contributor, A. A., Contributor, B. B., Contributor, C. C., & Contributor, D. D. (Year, Month Day). *Title of contribution* [Description of contribution]. Title of Symposium/Conference, Location.

Matson, E. (2018, Nov. 5). *Drones and autonomous vehicles: The latest new technology to come with potential threat* [Conference session]. Dawn or Doom 2018 Conference, Purdue University, West Lafayette, IN, United States.

Presentation With Online Source

Contributor, A. A., Contributor, B. B., Contributor, C. C., & Contributor, D. D. (Year, Month Day). *Title of contribution* [Description of contribution]. Title of Symposium/Conference, Location. URL

Bailey, C. (2019, April 5). *How to get your brain to focus* [Address]. TEDxManchester, Manchester, U.K. https://www.youtube.com/watch?v=Hu4Yvq-g7_Y

Individual Presentation in a Larger Symposium/Panel

Contributor, A. A., Contributor, B. B., Contributor, C. C., & Contributor, D. D. (Year, Month Day). Title of contribution. In E. E. Chairperson & F. F. Chairperson (Chairs), *Title of larger symposium/panel* [Description of symposium/panel] Title of symposium/conference, Location. URL if available

Fabian, J. J. (2020, May 14). UX in free educational content. In J. S. Doe (Chair), *The case of the Purdue OWL: Accessibility and online content development* [Panel presentation] Computers and Writing 2020, Greenville, NC, United States.

Unpublished Works

You may find yourself needing to cite a dissertation or a manuscript that has not yet been formally published. To correctly classify the work, describe the work and put that description in square brackets. Be sure the date you list is the year the work was completed, whether it's the final version or not.

Unpublished Manuscript

Barkley, S., Chen, M., & McDonald, P. (2018). *The effects of sodium on children's health* [Unpublished manuscript]. Department of Biology, University of Cincinnati.

Manuscript in Preparation

Glass, A. (2019). *How avocados changed America* [Manuscript in preparation]. Department of Sociology, Michigan State University.

Manuscript Submitted for Publication

Jones, R. (2019). *Walt Whitman and the American Dream* [Manuscript submitted for publication]. Department of English, University of Mississippi.

Personal Communication

Any communication that cannot be directly retrieved by a reader is considered “personal communication.” Emails, phone conversations, text messages, and social media messages are all examples of personal communication. You do not include personal communication in your reference list; instead, parenthetically cite the communicator's name, the phrase "personal communication," and the date of the communication in your main text only.

(E. Robbins, personal communication, January 4, 2019).

If you reference personal communication in a footnote, as is common practice in certain fields and publications, you can document it in the same way.

1. P. Smith (personal communication, November 3, 2019) also claimed that many of her students had difficulties with APA style.

Although you do not need to cite personal communication, do try to locate a source when possible. For example, if your friend told you about a research study he heard on a podcast, and you want to include that information in your essay, it is best to cite the original podcast, rather than the communication with your friend.

APA Stylistics: Basics

Point of View and Voice

When writing in APA Style, you can use the first person point of view when discussing your research steps ("I studied ...") and when referring to yourself and your co-authors ("We examined the literature ..."). Use first person to discuss research steps rather than anthropomorphising the work. For example, a study cannot "control" or "interpret"; you and your co-authors, however, can.

In general, you should foreground the research and not the researchers ("The results indicate ..."). Avoid using the editorial "we"; if you use "we" in your writing, be sure that "we" refers to you and your fellow researchers.

It is a common misconception that foregrounding the research requires using the passive voice ("Experiments have been conducted ..."). This is inaccurate. Rather, you would use pronouns in place of "experiments" ("We conducted experiments ...").

APA Style encourages using the active voice ("We interpreted the results ..."). The active voice is particularly important in experimental reports, where the subject performing the action should be clearly identified (e.g. "We interviewed ..." vs. "The participants responded ...").

Consult the OWL handout for more on the distinction between [passive and active voice](#).

Clarity and Conciseness

Clarity and conciseness in writing are important when conveying research in APA Style. You don't want to misrepresent the details of a study or confuse your readers with wordiness or unnecessarily complex sentences.

For clarity, be specific rather than vague in descriptions and explanations. Unpack details accurately to provide adequate information to your readers so they can follow the development of your study.

Example: "It was predicted that marital conflict would predict behavior problems in school-aged children."

To clarify this vague hypothesis, use parallel structure to outline specific ideas:

"The first hypothesis stated that marital conflict would predict behavior problems in school-aged children. The second hypothesis stated that the effect would be stronger for girls than for boys. The third hypothesis stated that older girls would be more affected by marital conflict than younger girls."

To be more concise, particularly in introductory material or abstracts, you should pare out unnecessary words and condense information when you can (see the OWL handout on [Conciseness](#) in academic writing for suggestions).

Example: The above list of hypotheses might be rephrased concisely as: "The authors wanted to investigate whether marital conflict would predict behavior problems in children and they wanted to know if the effect was greater for girls than for boys, particularly when they examined two different age groups of girls."

Balancing the need for clarity, which can require unpacking information, and the need for conciseness, which requires condensing information, is a challenge. Study published articles and reports in your field for examples of how to achieve this balance.

Word Choice

You should even be careful in selecting certain words or terms. Within the social sciences, commonly used words take on different meanings and can have a significant effect on how your readers interpret your reported findings or claims. To increase clarity, avoid bias, and control how your readers will receive your information, you should make certain substitutions:

- Use terms like "participants" or "respondents" (rather than "subjects") to indicate how individuals were involved in your research
- Use terms like "children" or "community members" to provide more detail about who was participating in the study
- Use phrases like "The evidence *suggests* ..." or "Our study *indicates* ..." rather than referring to "proof" or "proves" because no single study can prove a theory or hypothesis

As with the other stylistic suggestions here, you should study the discourse of your field to see what terminology is most often used.

Avoiding Poetic Language

Writing papers in APA Style is unlike writing in more creative or literary styles that draw on poetic expressions and figurative language. Such linguistic devices can detract from conveying your information clearly and may come across to readers as forced when it is inappropriately used to explain an issue or your findings.

Therefore, you should:

- minimize the amount of figurative language used in an APA paper, such as metaphors and analogies unless they are helpful in conveying a complex idea
- avoid rhyming schemes, alliteration, or other poetic devices typically found in verse
- use simple, descriptive adjectives and plain language that does not risk confusing your meaning

APA Stylistics: Avoiding Bias

Researchers who use APA often work with a variety of populations, some of whom tend to be stereotyped by the use of labels and other biased forms of language. Therefore, APA offers specific recommendations for eliminating bias in language concerning race, disability, and sexuality.

Make Adjustments to Labels

Although you should avoid labeling whenever possible, it is sometimes difficult to accurately account for the identity of your research population or individual participants without using language that can be read as biased. Making adjustments in how you use identifiers and other linguistic categories can improve the clarity of your writing and minimize the likelihood of offending your readers.

In general, you should call people what they prefer to be called, especially when dealing with race and ethnicity. But sometimes the common conventions of language inadvertently contain biases towards certain populations - e.g. using "normal" in contrast to someone identified as "disabled." Therefore, you should be aware of how your choice of terminology may come across to your reader, particularly if they identify with the population in question.

You can find an in-depth discussion of this issue and specific recommendations for how to appropriately represent people in your text on the APA website on the following pages:

- [Removing Bias in Language: Disabilities](#)
- [Removing Bias in Language: Race & Ethnicity](#)
- [Removing Bias in Language: Sex and Gender](#)

Avoid Gendered Pronouns

While you should always be clear about the sex identity of your participants (if you conducted an experiment), so that gender differences are obvious, you should not use gender terms when

they aren't necessary. In other words, you should not use "he," "his" or "men" as generic terms applying to both sexes.

APA does not recommend replacing "he" with "he or she," "she or he," "he/she," "(s)he," "s/he," or alternating between "he" and "she" because these substitutions are awkward and can distract the reader from the point you are trying to make. The pronouns "he" or "she" inevitably cause the reader to think of only that gender, which may not be what you intend.

To avoid the bias of using gendered pronouns:

- Rephrase the sentence
- Use plural nouns or plural pronouns - this way you can use "they" or "their"
- Replace the pronoun with an article - instead of "his," use "the"
- Drop the pronoun - many sentences sound fine if you just omit the troublesome "his" from the sentence
- Replace the pronoun with a noun such as "person," "individual," "child," "researcher," etc.

For more about addressing gender in academic writing, visit the OWL's resource on [use](#).

Find Alternative Descriptors

To avoid unintentional biases in your language, look to the parameters of your research itself. When writing up an experimental report, describe your participants by the measures you used to classify them in the experiment, as long as the labels are not offensive.

Example: If you had people take a test measuring their reaction times and you were interested in looking at the differences between people who had fast reaction times and those with slow reaction times, you could call the first group the "fast reaction time group" and the second the "slow reaction time group."

Also, use adjectives to serve as descriptors rather than labels. When you use terms such as "the elderly" or "the amnesiacs," the people lose their individuality. One way to avoid this is to insert an adjective (e.g., "elderly people," "amnesic patients"). Another way is to mention the person first and follow this with a descriptive phrase (e.g., "people diagnosed with amnesia"), although it can be cumbersome to keep repeating phrases like this.

Numbers & Statistics

Writers often need to discuss numbers and statistics in their manuscripts, and it can be a challenge to determine how to represent these in the most readable way. APA 7 contains detailed guidelines for how to write numbers and statistics, and the most common are listed below. These guidelines, however, are not exhaustive and writers may need to evaluate particular instances of numbers in their own writing to determine if the guideline applies or if an exception should be made for clarity.

Numbers

Generally, you can spell out numbers below 10 in words (seven, three), and use numerals for anything 10 and higher (10, 42).

- You should use Arabic numerals (1, 7) instead of Roman numerals (II, XI) unless the Roman numerals are part of established terminology in your field.
- In numbers greater than 1,000, use commas to separate groups of three digits except in page numbers, binary code, serial numbers, temperatures, acoustic frequencies, and degrees of freedom.
- Do not add apostrophes when writing a plural of a number (the 2000s, the 70s).

Use a numeral in these cases:

- a number 10 or higher anywhere in the paper
- a number right before a unit of measurement (3 m, 24 g)
- a number denoting: mathematical functions, fractions, decimals, percentages, ratios, percentiles (2:1 ratio, 5%)
- a number denoting: time, a date, an age, a point on a scale, an exact amount of money, or a numeral (the 3 key on your keyboard, 7 years old, a 5 on the test)
- a number indicating a place in a series or a part of a book/table, if the number is after a noun (i.e., Item 4, but words are used in cases like "the fourth item")

Spell the number out in words in these cases:

- a number from 0-9 anywhere in the paper, except the specific cases above
- a number that starts a sentence, heading, or title (though this should be avoided)
- a number that is a common fraction (one half, two thirds)

- a number that is part of a common phrase (Noble Eightfold Path)

When numbers are written next to each other in a sentence, one strategy to help readers parse the sentence is to combine words and numerals (3 two-year-old owls, four 3-step plans), but rewording to separate the numbers may be the best choice for clarity in some cases. Clarity for readers is always the most important consideration.

Ordinal Numbers

Treat ordinal numbers (3rd, fourth) the same way as other numbers, using the guidelines above. You may use a superscript or not (1st, 1st), but you should maintain the same usage throughout your paper.

Decimal Fractions

In numbers less than 1, writers may include a leading 0 before the decimal point or not. This choice is based on the maximum possible amount of the statistic:

- If the statistic *can be* greater than 1, use a leading 0 (0.24 in)
- If the statistic *cannot be* greater than 1, do not use a leading 0 ($p = .042$)

APA's general principle for rounding decimals in experimental results is as follows, quoted here for accuracy: "Round as much as possible while considering prospective use and statistical precision" (7th edition manual, p. 180). Readers can more easily understand numbers with fewer decimal places reported, and generally APA recommends rounding to two decimal places (and rescaling data if necessary to achieve this).

Some more specific guidelines for particular values are listed below.

One decimal place:

- means
- standard deviations

Two decimal places:

- correlations
- proportions
- inferential statistics
- exact p values (can be reported to two *or* three places; when p is less than .001, write $p < .001$)

Statistical Copy

These rules cover presentation of data, not accuracy of data or the best way to conduct analysis.

You can represent data in the text, in a table, or in a figure. A rule of thumb is:

- <3 numbers → try a sentence
- 4-20 numbers → try a table
- >20 numbers → try a figure

Clarity is always paramount.

When discussing statistics in common use, you do not need to provide a reference or formula.

If the statistic or expression is new, rare, integral to the paper, or used in an unconventional way, provide a reference or formula.

The purpose of reporting statistics is usually to help readers confirm your findings and analyses; as such, the degree of specificity in reporting results should follow in line with that purpose.

When your data are multilevel, you should include summary statistics for each level, depending on the kind of analysis performed. When your data are reported in a table or figure, you do not need to repeat each number in the text, but you should mention the table or figure in the text when discussing the statistics and emphasize in-text key data points that help interpret your findings.

Use words like "respectively" or "in order" to clarify each statistic mentioned in text and their referent.

For instance:

"Scores for Tests 4-6 were 42, 36, and 58, respectively" means that the score for Test 4 was 42, the score for Test 5 was 36, and the score for Test 6 was 58.

Confidence intervals should be reported: 90% CI [*LL*, *UL*], with *LL* as the lower limit and *UL* as the upper limit of the interval. You do not need to repeat confidence intervals in the same paragraph or in a series when the meaning is clear and the confidence interval has not changed. When CIs follow the report of a point estimate, you do not need to repeat the unit of measurement.

Statistics uses a great deal of symbols and abbreviations (when a term can be both, the abbreviation refers to the concept and the symbol indicates a numeric value).

You *do not* need to define these when they represent a statistic or when they are composed of Greek letters. You *do* need to define any other abbreviation (such as ANOVA, CFA, SEM) in your paper. If the analysis you are performing uses multiple notation styles for symbols and abbreviations, only use one consistently throughout your paper.

Some other statistical symbol guidelines include:

- use words rather than symbols in narrative text; when you report a stats term with other mathematical symbols like = or +, use the symbol
- population parameters use Greek letters while estimators use Latin letters in italics (usually)
- uppercase, italicized *N* indicates the total membership of a sample; lowercase, italicized *n* indicates the membership of a subgroup of a sample such as a treatment group or control group
- % and currency symbols like \$ should only be used with numerals (15%, \$25) or in table headings and figure labels to save space
- use standard type (no italics or bold) for Greek letters, subscript and superscript identifiers, and abbreviations that are not variables such as log
- use bold type for vector and matrix symbols
- use italics for all other statistical symbols

APA Headings

APA Style uses a unique headings system to separate and classify paper sections. Headings are used to help guide the reader through a document. The levels are organized by levels of subordination, and each section of the paper should start with the highest level of heading. There are 5 **heading levels** in APA. Regardless of the number of levels, always use the headings in order, beginning with level 1. The format of each level is illustrated below:

APA Headings

Level	Format
-------	--------

1	Centered, Boldface, Title Case Heading
---	---

Text starts a new paragraph.

2 **Flush Left, Boldface, Title Case Heading**

Text starts a new paragraph.

3 ***Flush Left, Boldface Italic, Title Case Heading***

Text starts a new paragraph.

4 **Indented, Boldface Title Case Heading Ending With a Period.**

Paragraph text continues on the same line as the same paragraph.

5 ***Indented, Boldface Italic, Title Case Heading Ending With a Period.***

Paragraph text continues on the same line as the same paragraph.

Thus, if the article has four sections, some of which have subsections and some of which don't, use headings depending on the level of subordination. Section headings receive level one format. Subsections receive level two format. Subsections of subsections receive level three format. For example:

Method (Level 1)

Site of Study (Level 2)

Participant Population (Level 2)

Teachers (Level 3)

Students (Level 3)

Results (Level 1)

Spatial Ability (Level 2)

Test One (Level 3)

Teachers With Experience. (Level 4)

Teachers in Training. (Level 4)

Teaching Assistants. (Level 5)

Test Two (Level 3)

Kinesthetic Ability (Level 2)

In APA Style, the Introduction section never gets a heading and headings are not indicated by letters or numbers. For subsections in the beginning of a paper (introduction section), the first level of subsection will use Level 2 headings — the title of the paper counts as the Level 1 heading. Levels of headings will depend upon the length and organization of your paper. Regardless, always begin with level one headings and proceed to level two, etc.

Special headings called section labels are used for certain sections of a paper which always start on a new page.

- Abstract
- Paper title
- References
- Footnotes
- Appendix A (and so on for subsequent appendices)

These labels should be positioned on their own line at the top of the page where the section starts, in bold and centered.

APA Sample Paper

https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/apa_sample_paper.html

Tables and Figures

https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/apa_tables_and_figures.html

Statistics in APA

https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/statistics_in_apa.html

Reference List: Textual Sources

https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/reference_list_textual_sources.html

Reference List: Online Media

https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/reference_list_online_media.html