APA Format: A Quick Guide

NORTHEAST
WI Technical College
— LIBRARY —

Additional examples and rules available on the APA Citation Guide http://nwtc.libguides.com/citations/APA
If you have any questions, do not hesitate to ask your instructor or the librarian.

Paper Format

Unless your instructor gives you other instructions, this is how the paper should be set up:
- Double-spaced
- 1-inch margins on all sides
- 12pt. Times New Roman Font

In-Text Citations

When you quote or paraphrase from a source, you need to give credit to that source by inserting a citation. This citation typically consists of the author's name, year of publication, and page number in parentheses at the end of the sentence. Another option is to use the author's name in the sentence, followed directly by the year in parentheses, with the page numbers in parentheses at the end of the sentence.

Examples of Basic In-Text Citations:

The article goes on to say that "People don't do derby just for exercise but usually because it becomes a part of who they are" (Fagundes, 2012, p. 1098).

OR

Fagundes (2012) added, "People don't do derby just for exercise but usually because it becomes a part of who they are" (p. 1098).

Long quotes (Block Quotations)

Quotations longer than 40 words need to be set apart from the rest of the text. Do **not** use quotation marks. The quote should be in a new paragraph and set 1/2 inch from the left margin (the same position as a new paragraph). The parenthetical citation comes **after** the final punctuation mark.

Example of Block Quotation:

He asserts the following:

> Derby names are, in this sense, like individual brand names that allow fans to tell skaters apart and more readily link their exploits on the track to an articulated identity. Obviously, standard government names can serve this function as well, but derby names are often particularly good source identifiers because they are tied to aesthetic features that fill out distinct personas. (Fagundes, 2012, p. 1105)

References Page

- This is a separate page at the end of your paper. Each citation in the text must be listed on the References page; each listing on the References page must appear in the text.
- The title of the page should be centered and labeled References.
- All text is double-spaced, just like the rest of the paper.
- Indent the second and subsequent lines of citations by 0.5 inch to create a hanging indent.

Below are examples for Reference Pages.

Scholarly Journal Article from Online Source

APA recommends providing a [Digital Object Identifier (DOI)](#), when it is available, instead of the URL. DOIs provide stable, long-lasting links for online articles. They are unique to their documents and consist of a long alphanumeric code. Many publishers will provide an article's DOI on the first page of the document.
If you **cannot** find a DOI for an article, include the journal homepage's URL in a Retrieved by statement.

Basic Format-
Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article: Subtitle words. *Title of Periodical, volume*

number(issue number), pages. https://dx.doi.org/xx.xxx/yyyyy

Example with DOI-
Nguyen, T. T., Gildengorin, G., & Truong, A. (2007). Factors influencing physicians' screening behavior for liver

cancer among high-risk patients. *Journal of General Internal Medicine, 22*(4), 523-6.

https://dx.doi.org/10.1007/s11606-007-0128-1

Example with no DOI-
Ryan, E., & Redding, R. (2004). A review of mood disorders among juvenile offenders. *Psychiatric*

Services, *55*(12), 1397-1407. Retrieved from https://www.appi.org/Psychiatric_Services

Magazine Article from Online Source

Basic Format-
Author, A. A., & Author, B. B. (Year, Month Day). Title of article: Subtitle words. *Title of Magazine*, *volume*

number(issue number), pages. Retrieved from http://url_of_magazine_webpage

Example-
Hall, M. (2017, March). The faces of Obamacare. *Texas Monthly, 45*(3), 116-197. Retrieved from

http://www.texasmonthly.com

Document or Page on a Government or Organization Web Site: With Individual Author

Basic Format-

Author, A. A., & Author, B. B. (Date published or updated). *Title of report or document: Subtitle of report.*

> Retrieved from http://someurl

Example-

Granath, B. (2016, April 22). *Astronaut photography from space helped "discover the Earth".* Retrieved from:

> https://www.nasa.gov/feature/astronaut-photography-from-space-helped-discover-the-earth

Document or Page on a Government or Organization Web Site: No Individual Author

Basic Formats-

Government agency or organization name. (Date published or updated). *Title of document: Subtitle of*

> *document.* Retrieved from http://someurl

Government agency or organization name. (Date published or updated). Title of specific section or chapter of

> document. In *Title of larger document.* Retrieved from http://someurl

Example-

American Nurses Association. (2017). *Sharps injury prevention*. Retrieved from

> https://www.nursingworld.org/practice-policy/work-environment/health-safety/safe-needles/

Format for Government Document-

The government agency name must include the full hierarchy for the agency: start with the overseeing department and then list the smaller "subdivision" agencies.

> U.S. Department of Health & Human Services, Centers for Disease Control, Division for Heart Disease
>
> and Stroke Prevention.

Examples of Government Document-

U.S. Department of Health & Human Services, Centers for Disease Control, Division for Heart Disease and

> Stroke Prevention. (2019, January 8). *Heart failure fact sheet*. Retrieved
>
> from https://www.cdc.gov/dhdsp/data_statistics/fact_sheets/fs_heart_failure.htm

U.S. Department of Health & Human Services, National Institutes of Health, National Heart, Lung, and Blood

> Institute. (2016, December). Cardiac rehabilitation. In *NHLBI's health topics.* Retrieved from
>
> https://www.nhlbi.nih.gov/health-topics/cardiac-rehabilitation

Book

Basic Formats -

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Location: Publisher.

Author, A. A., & Author, B. B. (Year of publication). Title of chapter. In A. A. Editor & B. B. Editor (Eds.), *Title of book* (pages of chapter). Location: Publisher.

Print Book Examples-

Bonilla-Silva, E. (2017). *Racism without the racists: Color-blind racism and the persistence of racial inequality in America*. Lanham, MA: Rowman & Littlefield.

Olsen, Y., & Sharfstein, J.M. (2019). *The opioid epidemic: What everyone needs to know*. Oxford: Oxford University Press.

Edited Book Example-

Pedersen, P.B., Lonner, W.J., Draguns, J.G., Trimble, J.E., & Scharrón-del Río, M.R. (Eds.). (2016). *Counseling across cultures* (7th ed.). Los Angeles, CA: Sage.

E-Book Example-

Add a Retrieved from statement at the end of the citation: Retrieved from http://url_of_e-book_database

Goodwin, G., & Sachs, G. (2010). *Fast facts: Bipolar disorder*. Abingdon, Oxford: Health Press. Retrieved from http://ebookcentral.proquest.com

Chapter in a Book Examples-

Kindler, L.L., & Polomano, R.C. (2017). Pain. In S.L. Lewis, S.R. Dirksen, M.M. Heitkemper, & L. Bucher (Eds.), *Medical-surgical nursing* (10th ed., pp. 114-139). St. Louis, MO: Elsevier.

Scott, C.L. (2014). Historical perspectives for studying workforce diversity. In M.Y. Byrd (Ed.), *Diversity in the workforce: Current issues and emerging trends* (pp. 3-33). New York: Routledge.