

# APA CITATION STYLE HANDBOOK FOR ACADEMIC WRITING

Empowering Ideas, Polishing Prose: The Writing Lab Difference



Eastern New Mexico University-Roswell

**WRITING LAB**



# WHAT IS APA STYLE?

APA Style provides guidelines for:

Paper format

In-text citations

Mechanics of style

References

# APA GENERAL FORMAT

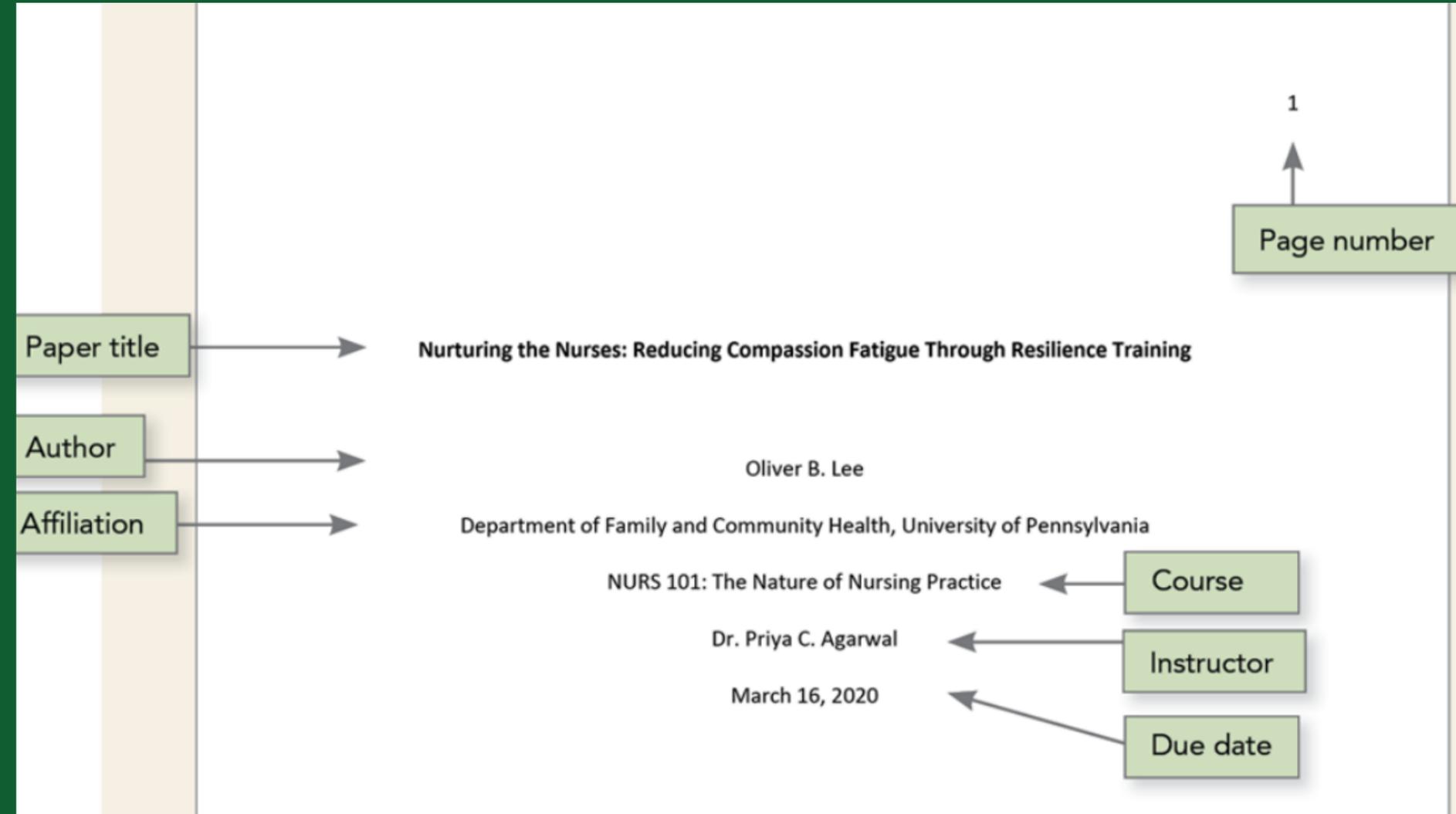
Double-spaced throughout

1" margins

Paragraphs indented  
1/2"

Title page

## Sample Title Page



# IN-TEXT CITATIONS

In APA Style, all direct quotes, passages, paraphrases, class notes, data, statistics, and ideas not your own must be documented.

Each work cited must appear in the reference list, and each work in the reference list must be cited in the text

Citations are done using an author-year parenthetical citation.

For direct quotations, page numbers must also be included.



# ADDING AND OMITTING WORDS

## Adding Words

Use square brackets around words you want to add.

Original: “This is how you do it.” Revised: “This is how [she does] it.”

## Omitting Words

Use an ellipsis to indicate that you have omitted words.

Original: “She loved the Earth, plants, and animals, but she didn’t recycle. Revised: “She loved the Earth...but she didn’t recycle.”

# ONE AUTHOR CITATION

## Direct Quotation

Caruth (2018) stated that a traumatic response frequently entails a “delayed, uncontrolled repetitive appearance of hallucinations and other intrusive phenomena” (p. 5).

## Paraphrase

Caruth (2018) wrote that a common manifestation of a traumatic reaction often involves a recurring and uncontrollable emergence of hallucinations and other intrusive experiences with a delayed onset.

OR

A common manifestation of a traumatic reaction often involves a recurring and uncontrollable emergence of hallucinations and other intrusive experiences with a delayed onset (Caruth, 2018).

# TWO AUTHOR CITATION

## Examples

Lewis and Johnson (2018) argued that “language change cannot be halted” (pp. 14-15).

After several studies, it has been determined that “language change cannot be halted” (Lewis & Johnson, 2018, pp. 14-15).

# THREE OR MORE AUTHOR CITATION

List only the first author's last name, and use et al. for the remaining author's names.

## Examples

James Joyce views the artist as a priest who “elevates everyday events” and language to a sacred revelation (Heinmen et al., 2022, p. 46).

According to Curran et al. (2023), global warming needs to be “taken seriously by individuals who believe there is no scientific evidence to support it” (p. 23).

# UNKNOWN AUTHOR CITATION

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.

## Examples

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

"Barcelona to Ban Burqa" (2010) contends that the move is aimed at all dress that impedes identification.

# ORGANIZATION AS AN AUTHOR CITATION

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.

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.

## Example

Combinations of relaxation training techniques, including guided imagery and progressive muscle relaxation, have been shown to improve psychiatric and medical symptoms when delivered in a group psychotherapy context (Bottomley, 1996; Cunningham & Tocco, 1989).

# BLOCK QUOTATION

Format quotations of 40 words or more as block quotations:

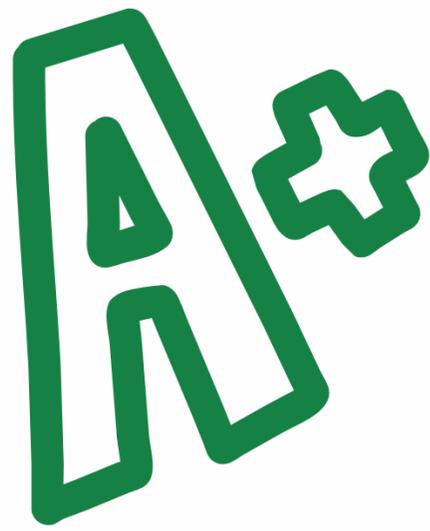
- Do not use quotation marks to enclose a block quotation.
- Start a block quotation on a new line and indent the whole block 0.5 in. from the left margin.
- Double-space the entire block quotation.
- Do not add extra space before or after it.

# BLOCK QUOTATION

## Example

Flores et al. (2018) described how they addressed potential researcher bias when working with an intersectional community of transgender people of color:

Everyone on the research team belonged to a stigmatized group but also held privileged identities. Throughout the research process, we attended to the ways in which our privileged and oppressed identities may have influenced the research process, findings, and presentation of results. (p. 311)



# REFERENCES

Use References (Reference if there is only one citation) in the top center of a new page. The word Reference or References should be in bold. Do not underline, or italicize.

Maintain double-spacing throughout, including between citation entries.

Indent second and subsequent lines after the first line (hanging indent).



# PAGE EXAMPLE

## References

Achterberg, J. (1985). *Imagery in healing*. Shambhala Publications.

American Psychological Association. (2017). *Stress in America: The state of our nation*.

<https://www.apa.org/news/press/releases/stress/2017/state-nation.pdf>

Baider, L., Uziely, B., & Kaplan De-Nour, A. (1994). Progressive muscle relaxation and guided imagery in cancer patients. *General Hospital Psychiatry*, 16(5), 340–347. [https://doi.org/10.1016/0163-8343\(94\)90021-3](https://doi.org/10.1016/0163-8343(94)90021-3)

Ball, T. M., Shapiro, D. E., Monheim, C. J., & Weydert, J. A. (2003). A pilot study of the use of guided imagery for the treatment of recurrent abdominal pain in children. *Clinical Pediatrics*, 42(6), 527–532. <https://doi.org/10.1177/000992280304200607>

# REFERENCE LIST: AUTHOR/AUTHORS

## 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>

# REFERENCE LIST: AUTHOR/AUTHORS

## Three to Twenty Authors

List by last names and initials; commas separate author names, while the last author name is preceded again by ampersand.

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>

# JOURNAL ARTICLE

Grady, J. S., Her, M., Moreno, G., Perez, C., & Yelinek, J. (2019). Emotions in storybooks: A comparison of storybooks that represent ethnic and racial groups in the United States. *Psychology of Popular Media Culture, 8*(3), 207–217. <https://doi.org/10.1037/ppm0000185>

# NEWSPAPER ARTICLE

Carey, B. (2019, March 22). Can we get better at forgetting? *The New York Times*.

<https://www.nytimes.com/2019/03/22/health/memory-forgetting-psychology.html>

Harlan, C. (2013, April 2). North Korea vows to restart shuttered nuclear reactor that can make bomb-grade plutonium. *The Washington Post*, A1, A4

# MAGAZINE ARTICLE

Lyons, D. (2009, June 15). Don't 'iTune' us: It's geeks versus writers. Guess who's winning. *Newsweek*, 153(24), 27.

Schaefer, N. K., & Shapiro, B. (2019, September 6). New middle chapter in the story of human evolution. *Science*, 365(6457), 981–982.

Schulman, M. (2019, September 9). Superfans: A love story. *The New Yorker*.

<https://www.newyorker.com/magazine/2019/09/16/superfans-a-love-story>

# BOOK/EBOOK

Whole Authored Book

- Jackson, L. M. (2019). *The psychology of prejudice: From attitudes to social action* (2nd ed.). American Psychological Association. <https://doi.org/10.1037/0000168-000>
- Sapolsky, R. M. (2017). *Behave: The biology of humans at our best and worst*. Penguin Books.
- Svendsen, S., & Løber, L. (2020). *The big picture/Academic writing: The one-hour guide* (3rd digital ed.). Hans Reitzel Forlag. <https://thebigpicture-academicwriting.digi.hansreitzel.dk/>

# X POST

Gates, B. [@BillGates]. (2019, September 7). *Today, it's difficult for researchers to diagnose #Alzheimers patients early enough to intervene. A reliable, easy and accurate diagnostic would* [Thumbnail with link attached] [Post]. X.

<https://twitter.com/BillGates/status/1170305718425137152>

Prevention Institute [@preventioninst]. (2020, September 24). *If you want to talk #health, you have to talk #racialjustice* [Video attached] [Post]. X.

<https://twitter.com/preventioninst/status/13092110>

# FILM AND TELEVISION

## Film or Movie

Verrette, T. (Director). (2021). *Zero gravity* [Film]. Skylight Cinema; 20th Digital Studio.

## TV Series

Serling, R. (Executive Producer). (1959–1964). *The twilight zone* [TV series]. Cayuga Productions; CBS Productions.

# YOUTUBE VIDEO

Asian Boss. (2020, June 5). *World's leading vaccine expert fact-checks COVID-19 vaccine conspiracy: Stay curious #22* [Video]. YouTube. <https://www.youtube.com/watch?v=WQdLDMLrYIA>

Harvard University. (2019, August 28). *Soft robotic gripper for jellyfish* [Video]. YouTube. <https://www.youtube.com/watch?v=guRoWTYfxMs>

# POWERPOINT SLIDES

## Available Online

Jones, J. (2016, March 23). *Guided reading: Making the most of it* [PowerPoint slides]. SlideShare.

<https://www.slideshare.net/hellojenjones/guided-reading-making-the-most-of-it>

## From a Classroom Website

Mack, R., & Spake, G. (2018). *Citing open source images and formatting references for presentations* [PowerPoint slides].

Canvas@FNU. <https://fnu.onelogin.com/login>

# ENMU-ROSWELL WRITING LAB

## Location and Hours

We are located within the Learning Resource Center (LRC), Room 130.

To see our current hours or to make an appointment, please visit [roswell.enmu.edu/pass/writing-lab/](https://roswell.enmu.edu/pass/writing-lab/) or use the QR code.



*This guide was modeled after Eastern New Mexico University Writing Center's handbook "MLA Citation Style for Academic Writing." Parts of this handbook were borrowed or condensed from APA Style and Purdue Owl.*