Instead of reading this tedious APA Style guide, you may want to see the OWL at Purdue where an easy and reader-friendly APA Style guide can be located at: https://owl.english.purdue.edu/owl/resource/560/09/

1) Parenthetical Citations

Any time you use a source in writing the body of your manuscript, a parenthetical citation should be made. When you just paraphrase materials from a source, the parenthetical citation should only indicate the author's/authors' last name(s) plus date of publication. For quotations, however, the page(s) references should also be identified:

<table>
<thead>
<tr>
<th>What you do</th>
<th>How you write your parenthetical citation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Cite from a primary source</td>
<td>(Last name, year)</td>
</tr>
<tr>
<td>2) Cite from a secondary source</td>
<td>(Last name, year as cited in Last name, year)</td>
</tr>
<tr>
<td>3) Quote from a primary source</td>
<td>(Last name, year, page)</td>
</tr>
<tr>
<td>4) Quote from a secondary source</td>
<td>(Last name, year as cited in Last name, year, page)</td>
</tr>
</tbody>
</table>

Examples for citations:

(Smith, 2007)  
(Smith, 2007 as cited in Johnson, 2011)

Examples for quotations:

(Smith, 2007, p. 29)  
(Smith, 2007 as cited in Johnson, 2011, p. 37)

Most sources you cite/quote will include only one author; however, there are cases in which a source you use in writing your paper includes more than one author. You should write your parenthetical citations so that they will look like:

<table>
<thead>
<tr>
<th>How many authors the source has?</th>
<th>Example of how you write your parenthetical citation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 author</td>
<td>(Smith, 2007)</td>
</tr>
<tr>
<td>2 authors</td>
<td>(Smith &amp; Johnson, 2007)</td>
</tr>
<tr>
<td>3 – 5 authors (first mention)</td>
<td>(Smith, Johnson, &amp; Jackson, 2007)</td>
</tr>
<tr>
<td>3-5 authors (second mention onwards)</td>
<td>(Smith et al., 2007)</td>
</tr>
<tr>
<td>6 or more authors</td>
<td>(Rupert et al., 2011)</td>
</tr>
</tbody>
</table>

There are rare occasions when one paper uses sources with authors whose last names as well as whose dates of publication are the same; in this case, initials should also be used (e.g., Jackson, M., 2011; Jackson, J., 2011).

2) In-Text Citations

As indicated above, IJLS uses the author-date format for in-text citations. Here are some examples:
2.1. In-text citations from one-author sources

... the photoelectric effect (Einstein, 1906)
Einstein’s description of the photoelectric effect (1906)
In 1906, Einstein published a paper on the photoelectric effect.

2.2. In-text citations from sources with two authors (compare & with and)

... the photoelectric effect (Einstein & Johnson, 1906)
Einstein and Johnson’s description of the photoelectric effect (1906)
In 1906, Einstein and Johnson published a paper on the photoelectric effect.

2.3. In-text citations from sources with three to five authors

2.3.1. First use in a paper:
   Barrett, Waters, and Tang (1997) found that ...

2.3.2. Subsequent use in another paragraph after already used in a paper:
   Barrett et al. (1997) found ...

2.3.3. Further uses within the same paragraph:
   Barrett et al. found ...

2.4. In-text citations from sources with six or more authors

2.4.1. First use in a paper:
   Zuckerman et al. (1987) found ...

2.4.2. Further uses within the same paragraph:
   Zuckerman et al. found ...

Note:
If two or more papers would have the same abbreviation under APA rules (e.g., Einstein, Rush, and Oppenheimer, 1950, and Einstein, Bohr and Teller, 1950), provide as many names as are needed to distinguish between the papers:

   Einstein, Rush et al. (1950) and Einstein, Bohr et al. (1950) found ...

2.5. In-text citations from sources with no authors

Include the title and date:

... the book Pregnancy and poverty (1979) argues that ...

Note:
For articles or book chapters, put the title in double quotation marks

... the study on health care (“America suffers,” 1997)
If the writer is listed as “Anonymous,” cite accordingly: (Anonymous, 1956)

2.6. In-text citations from multiple works within the same citation

To cite two or more works by the same author, list the author’s name once, followed by the dates of
publication in chronological order:

\[ \ldots \text{as has been shown (Hewlett, 1989, 1993, 1994)} \]

To cite different authors, list them \textit{alphabetically and then chronologically}; separate the authors using \textit{semicolons}; the order in which the works appear must be the same as the ones in the reference list:

\[ \ldots \text{several papers in physics (Einstein, 1905a, 1905b; Johnson \& Bohr, 1940; Teller, 1951)} \]

\textbf{Note:} In \textit{Einstein, 1905a, 1905b}, to decide which source is 1905a and which 1905b, you must first list the sources on the basis of the alphabetical ordering of their titles in your reference list and give them a, b, etc. indexes there, and then use the same indexing in the running text of your manuscript.

To separate a major citation from other citations, list the primary source first, followed by a semicolon, then insert a “\textit{see also}” before listing the remaining citations in \textit{alphabetical order}:

\[ \ldots \text{studies suggest (Strickley, 1997; see also Blake, 1995; Masters, 1986)} \]

2.7. \textbf{Cross-listings}

To cite two or more works published in a single year by the same authors, distinguish between them in the text and in references by adding a letter to the year:

\[ \text{Crowley et al., 1923a, 1923b, 1923c} \]

If two authors cited have the same last name, give their initials in all references:

\[ \text{A. J. Einstein and Wilson (1905) and J. C. Einstein and Hartley (1961) found \ldots} \]

2.8. \textbf{Classical works}

- Classical works, such as the \textit{Quran}, the \textit{Bible} and \textit{Greek and Roman texts}, should be cited in the text but do not need to be included in the reference list at the end of the paper.
- Translations of classical works should be noted: (\textit{Plato, trans. 2001}). Translations also should be included in the reference list.
- When citing specific sections of classical works, use line numbers, chapters, and so on instead of page numbers, which typically apply only to a single edition.
- When citing a reprint of an older work, indicate both the date of the original publication and the date of the reprint, separated by a slash: (\textit{Freud, 1901/1961})

2.9. \textbf{Personal communication}

Personal communications (such as email, letters, or conversations)

- Cite in the text but do not include in the reference list: (J. M. Hamilton, personal communication, December 17, 2003)

2.10. \textbf{Secondary sources}

- Indirect references (works not referenced directly but discussed in a secondary source)
- If you wish to mention an article by Jones that you did not read directly but learned about in a book by Adamson, cite as follows:
  \[ \text{Jones's study (as cited in Adamson, 1994)} \]
- Include \textbf{ONLY} the \textit{secondary source} (in above example, Adamson) in the reference list.
2.11. Works still in press

Rather than cite a predicted publication date, indicate that the work is still in press; it means that the work has been accepted for publication and will definitely be published in a near future:

(Horace, in press)

3) Quotations

If you directly quote fewer than 40 words from a source, include it in the running text, surrounded by double quotation marks:

Example:

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requests, indirect or off-record requests, and hybrid requests (i.e., a compromise between direct and indirect requests). It is generally agreed that indirect strategies are used for politeness (Brown & Levinson, 1987; Clark, 1979; Clark & Schunk, 1980; Lakoff, 1973; Leech, 1983; Searle, 1975). Searle (1975, p. 64) suggested that "politeness is the chief motivation for indirectness." He argued that in indirect speech acts, "the speaker communicates to the hearer more than he actually says by way of relying on
```

If you directly quote 40 words or more from a source, set them off from the text in left-indented block form without quotation marks.

Example:

(Example text continues)

• To indicate errors in the original source, use sic, italicized and bracketed:

Example: "is one of the main biological [sic] predictors of . . . ."
• Use an ellipsis ( . . . ) to indicate omission in the original source; add a period (. . . ) if the omission comes between sentences.

• Use brackets to insert materials which are not part of the quotation.

• If someone other than the original author has italicized words for emphasis, add the words [italics added] in brackets after the words.

• Cite quotations in the following ways (depending on quote length and use of author name):

  He found that “Children raised . . .” (Horner, 1967, p. 438).

• Avoid long quotations. A maximum of 5% to 10% of your work may be directly quoted from elsewhere. Notice that you may need to obtain copyright permission for long quotations; if so, indicate whether permission has been obtained.

4) Abbreviations and Statistical Symbols

For abbreviations and statistical/mathematical symbols, Go by the conventions of APA Editorial Style (6th ed.).

5) Reference List

5.1. General considerations

• All references cited in the text should also appear in the reference list (except for classical works and personal communications). All works that are used in the paper and identified by a parenthetical reference require a listing in the References so that the reader can verify or locate the original source.

• The reference list must be sorted first alphabetically and then chronologically.

• Each reference entry must be as complete and detailed as it can get.

• Do not use quotation marks for book chapters/paper titles.

• Make sure you use hanging indentation (1 cm); The first line of each entry must be flush with the left margin.

• Do NOT number the reference entries.

• Use the same font style and size as the rest of the paper.

Note: We strongly recommend that you see OWL at Purdue for a detailed style guide: https://owl.english.purdue.edu/owl/resource/560/08/

5.1.1. How to list authors

• Do NOT use et al. in the reference list for sources with less than 6 authors. Here are some examples:

  1 author: Smith, J.
  2 authors: Smith, J., & Jones, M.
  3 authors: Smith, J., Jones, M., & Johnson, R.
  4 authors: Smith, J., Jones, M., Johnson, R., & Miller, M.
5 authors: Smith, J., Jones, M., Johnson, R., Miller, M., & Lopez, D. L.
6 authors: Smith, J., Jones, M., Johnson, R., Miller, M., Lopez, D. L., & Brown, N.
7 authors: Smith, J., Jones, M., Johnson, R., Miller, M., Lopez, D. R., Brown, N., & Hadely, P.
8+ authors: Smith, J., Jones, M., Johnson, R., Miller, M., Lopez, D. R., Brown, N., ... Kempson, R.

**Note:** For eight or more authors, list by last names and initials; commas separate author names. After the sixth author’s name, use an ellipses in place of the author names. Then provide the final author name. There should be no more than seven names in your listing.

5.1.2. How to show dates

- Enclose the date (year first) in parenthesis after the author’s name, follow with a period.
  
  Year only: (2007).
  Complete date: (2007, September 12).
  Month/Year: (2007, September).
  Two Months: (2007, September/October).

- Note that NOT ALL sources require months/days to be identified in their references entries (See the examples below for more information).

5.1.3. How to show source titles:

Titles come after the date. Use the formats below for different types of titles

**Titles of Books:** Italicize the title, but do not capitalize any words except the first word, proper nouns and the first word of a subtitle.

Example: *Math for meds: Dosages and solutions*

**Title of articles, poems, short stories or other short works:** Same capitalization rules as for book titles, but do not italicize.

Example: *Aging in place: A new model*

**Title of periodicals:** Italicize the title and capitalize major/content words.

Example: *Journal of Marriage and the Family*

5.1.4. How to show publication Information:

**For books:** Give complete place of publication and the publisher.

Example: Hillsdale, NJ: Erlbaum

**For Journals:** Indicate Volume and page numbers (Note: Volume number must be italicized).

Example: 5(1), 45-58

**For Electronic Access Information:** For online resources add a retrieval statement that includes the date of access, the name of the database, or the URL of the website.

Example: Retrieved from JSTOR database

or

5.2. Reference Entry Structure

5.2.1. Basic Print Examples:

Author's last name, First & Middle initials. (year of publication). *Title of book*. City of publication, state or country: Publisher.

Author's last name, First & Middle initials. (year of publication). *Title of periodical article*. *Title of Periodical, volume number* (issue number), start page number-end page number.

5.2.2. Basic Database Examples:


EXAMPLES OF REFERENCE LIST ENTRIES

1. BOOKS

Whole Books


Books, other than first edition


Books, two to seven authors


Books, more than seven authors


Chapter from edited book


Books with one or more editors as the author


Excerpt from a book reprinted in another book


Excerpt from a periodical article reprinted in a reference book


Periodical article reprinted in a reference book


Encyclopedia and dictionary entries


Book from database


Online book (Not from a library database)


Chapter from an online book (If no page numbers are available, use the section or chapter number)


Digital Collection (online book by one author and chapter in edited book)


2. PERIODICALS

2.1. Journals

Journal Article (continuous page numbering)


Journal Article (begins each issue on page one): Add the issue number in parentheses directly after the volume number.


Journal article from database


Book reviews


Untitled Book reviews: If the book review is untitled, use the material in brackets as the title.


Citing articles from an Internet-only periodical


2.2. Magazines

Magazine article


Magazine Article from database


Magazine Articles (no author)


More Magazine examples


2.3. Newspapers

Newspaper Article


Newspaper article from database


Citing articles from an online journal or magazine based on a print source


Citing an article from the online version of a print newspaper


More Newspaper articles

When citing newspapers alphabetize works with no author by the first significant word in the title. Precede page numbers for newspaper articles with "p." or "pp."

When citing articles that are printed on more than one page, list all the page numbers preceded by "pp."


When citing a letter to the editor, add the descriptive label "Letter to the editor" (enclosed in square brackets) after the title of the letter.


3. Documents & Databases

Citing an entire multi-page document created by a private organization


Citing a chapter or section of a multi-page document: When citing a named or numbered part of a document, give the name or number and a direct URL if available.


Pamphlets


Full Text and Abstracts from Subscription Databases

ERIC Document

Academic Search Complete (EBSCOhost)

Cochrane Library (Wiley Interscience)

CQ Researcher (CQ Library)

Education Research Complete (EBSCOHost)


Health & Wellness Resource Center (Gale)


JSTOR

Oxford Reference Online Premium (Oxford University Press)

PsycArticles (EBSCOhost)
Brisette, I., Scheier, M.F., & Carver, C.S. (2002). The role of optimism in social network:

Science Resource Center (Gale)


Citing an article from a reference database


Citing a government site: For government publications, the author is the office that produced the information. If it is not well known, also include the higher office under which it falls. The higher office would come first in the citation.


Citing a website: When citing a website, treat the webpage as an article and the website as the source.


4. Other Media

Films: Give the name and the function, in parentheses, of the originator or primary contributor. Specify the medium, in brackets, immediately after the title. Some examples of non-print media include film, videotape, audiotape, slides and charts. Give the location and name of the distributor. For small, little-known companies, you may provide the complete address.


Television Broadcast


**NOTICE:**

Do not cite personal communications in the reference list. These are cited only in the body of the paper. Communications include interviews, telephone communications, emails, letters, memos, online chats, and other electronic communications.

For more help, also see the OWL at Purdue: owlenglish.purdue.edu/owl/resource/560/08/