APA Basics

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APA Rules Caveat

- Can Be Ambiguous
- Always Room for Interpretation
- May Have to Adapt Examples Given to Fit Your Situation
- REMEMBER: FINAL WORD IS YOUR PROFESSOR, WHO ASSIGNS GRADES
In–Text Citations
General Guidelines for In-Text Citations

- Footnotes are not used for citations in APA
- Citation includes just enough information to refer your reader to your References page for complete information
- Number of authors of a work varies the format
In-text citations’ author rules — p. 177 in *APA Manual*

![APA Citation Table](http://www.calstatela.edu/library/guides/3opaintext.pdf)

<table>
<thead>
<tr>
<th>Type of citation</th>
<th>First citation in text</th>
<th>Subsequent citations in text</th>
<th>Parenthetical format, first citation in text</th>
<th>Parenthetical format, subsequent citations in text</th>
</tr>
</thead>
<tbody>
<tr>
<td>One work by three authors</td>
<td>Bradley, Ramirez, and Soo (1999)</td>
<td>Bradley et al. (1999)</td>
<td>(Bradley, Ramirez, &amp; Soo, 1999)</td>
<td>(Bradley et al., 1999)</td>
</tr>
<tr>
<td>One work by four authors</td>
<td>Bradley, Ramirez, Soo, and Walsh (2006)</td>
<td>Bradley et al. (2006)</td>
<td>(Bradley, Ramirez, Soo, &amp; Walsh, 2006)</td>
<td>(Bradley et al., 2006)</td>
</tr>
<tr>
<td>One work by six or more authors</td>
<td>Wasserstein et al. (2005)</td>
<td>Wasserstein et al. (2005)</td>
<td>(Wasserstein et al., 2005)</td>
<td>(Wasserstein et al., 2005)</td>
</tr>
<tr>
<td>Groups (readily identified through abbreviations as authors)</td>
<td>National Institute of Mental Health (NIMH, 2003)</td>
<td>National Institute of Mental Health (NIMH, 2003)</td>
<td>(National Institute of Mental Health, NIMH)</td>
<td>(National Institute of Mental Health, NIMH)</td>
</tr>
</tbody>
</table>
General Guidelines for In-Text Citations – Con’t

- Citation of an author implies you have actually read the work
- All material cited in the text must be listed in the reference list
- All citations listed in the reference list are actually cited in the text
  - Do not include background reading
What Does a Citation Include?

- **Paraphrasing – Indirect Quotation**
  - Author(s)
  - Year of Publication
  - Can add page number for emphasis, not required

- **Direct Quotation – Word-for-Word**
  - Author(s)
  - Year of Publication
  - Page Number Location of Quotation, is required
Parenthetical Citation - Sample – Two Authors

- Daughters are the most likely family member to care for aging parents (Qualls & Roberto, 2006).

Author As Part of the Narrative – Sample – Two Authors

- Qualls and Roberto (2006) identified daughters as the most likely family member to care for aging parents.
Citing Sources w/o Authors

Use the first few words of the title in place of an author and add the year, if available

• The pharmacy staff now are able to electronically program MedStation with the patient’s daily dosage (*New Technology Benefits*, 2005)

• [Note: Italicize title of book or report. Put quotes around the title of an article, chapter, or webpage.]
Citing Two or More Works within the Same Parentheses

• Place the citations of two or more works within the same parentheses in alphabetical order by the last name of the first author in each of the works

• *Sample:* Several research studies (Kanu, 2006; New Technology Benefits, 2005; Qualls & Roberto, 2006; Watson et al., 2006) reported that the results revealed
Direct Quotations – Word-for-Word

- Always **double check** the source to ensure that the quote is accurate.
- Always provide the last name(s) of the author(s), year and specific page where quote is located in original source.
- Fewer than 40 words – Incorporate within text using quotation marks.
- More than 40 words – Use indented block of text and no quotation marks.
Sample Quotes:

Direct Quotation with Parenthetical Citation
• Darwin used the metaphor of the tree of life "to express the other form of interconnectedness—genealogical rather than ecological" (Gould, 1989, p. 14).

Direct Quotation Using Narrative Style
• In his analysis of the texts, Gould (1989) explained that Darwin used the metaphor of the tree of life "to express the other form of interconnectedness—genealogical rather than ecological” (p. 14).
Many electronic sources are not available in PDF format and do not have page numbers.

Use paragraph numbers if available.

If no paragraph numbers are provided, cite the section heading and count the paragraphs.
Direct Quote & No Page Numbers

Sample:

“Sometimes the APA publication manual does not answer all of your questions on style. One may have to use their best judgment in defining the proper manner of citing” (Schaeffer, 2008, Conclusion section, para. 2).
“My memory is like a film. That is why I am really good at remembering things, like the conversations I have written down in this book, and what people were wearing, and what they smelled like, because my memory has a smelltrack which is like a soundtrack.”

“My memory is like a film. That is why I am really good at remembering things, like the conversations I have written down in this book, and what people were wearing, and what they smelled like, because my memory has a smelltrack which is like a soundtrack” (Haddon, 2003, p. 76).
The Reference List
Reference Page General Rules

- Starts on a new page called References
- Uses Hanging Indent format for all citations
- Citations are listed in alphabetical order by last name of first author of work
- Do not re-order authors listed. Use order given in work.
  - Do not include degrees or affiliations or titles
List the authors by last names and initials only

For more than one author, list up to 7 authors
  • If 8 or more, list the first 6, then a spaced ellipses (…), and then the last author
Common Mistakes

- **Books**: In U.S. need city with postal state abbreviation. Internationally, include city and country.
- **Journals**: Use of DOI or journal main page URL for identification rather than database name for journal articles found electronically.
  - Issue number used only when journal is not paged continuously within the volume.
- **Retrieval date unnecessary unless information could change, such as in a wiki**
Common Mistakes

- Capitalization -

In the Titles of Articles, Books, and Web Reports and Other Documents:

- First Word of the Title and First word of the Subtitle
- All Proper Names
  - Geographic Locations – Mississippi River
  - Cultures and Races – Native Americans
  - Legislation – Affordable Care Act
To Cite Full-Text Journal Articles from a Database Include---

- Name(s) of article’s author(s)
- Year of publication in parentheses
- Complete title of article
- Name of Journal in italics
- Volume number in italics
- Issue number in parentheses (if issue is paged individually). Use regular type, not italics
- Page number range
- DOI string assigned to article or journal main page URL if no DOI
Racial and ethnic differences in the outcomes of former foster youth

Amy Dworsky, Catherine Roller White, Kirk O'Brien, Peter Pecora, Mark Courtney, Ronald Kessler, Nancy Sampson, Irving Hwang

Chapin Hall at the University of Chicago, USA
Casey Family Programs, USA
University of Washington, USA
Harvard University, USA


http://dx.doi.org/10.1016/j.childyouth.2010.03.001, How to Cite or Link Using DOI
Permissions & Reprints
Dworsky, A., White, C. R., O’Brien, K., Pecora, P., Courtney, M.,
outcomes of former foster youth. *Children and Youth Services Review, 32*, 902-912. doi:10.1016/j.childyouth.2010.03.001
What is a DOI?

- DOI – Digital Object Identifier
  - Alpha numeric code assigned by the publisher to every article in each journal it owns
  - Serves like a persistent link to the article
    - DOI stays with article no matter on which database it resides
  - Can be searched at CrossRef.org, the non-profit agency behind the DOI registry
    - Over 4,500 publishers and scholarly societies currently participate
      - Not all publishers have joined CrossRef.org
      - Have to pay an annual fee based on publishing revenue
Where to Find the Article DOI

- Make sure you have the DOI before you leave the database or article
  - Check the article record in the database for DOI, and then click on the Full Text or PDF link
- Check the Header or Footer of the article
- Many articles come with cover pages
  - Citation and DOI are available; sometimes URL
- If none of the above, do a quick guest search for the DOI on CrossRef.org
Understanding the plight of foster youth and improving their educational opportunities

Andrea G. Zedlin and Lois A. Weinberg

Charter College of Education, California State University, Los Angeles, 5151 State University Drive, Los Angeles, CA 90032, USA

Received 13 February 2003; revised 21 February 2004; accepted 5 March 2004. Available online 17 September 2004.

Article Outline

Educational effects of abuse or neglect
Foster care placement and leaving school
Mobility effects on school performance
Foster youth with special needs
No DOI?

- Not the end of the world
- Not every publisher is involved with CrossRef.org
- Need to substitute the journal’s main URL (web address) for the DOI Journal name level NOT the journal article level
  - Using the web address of the article in the database is not acceptable
  - Utilizing the name of the database in place of the DOI is also not used
    - Exception for JSTOR and other online archives
Approaches to Find URL

- Check out header or footer of article
- Check the title page, if available
- Utilize a web browser to search for the journal’s main page on the web (Usually the publisher’s website)
  - Google Scholar is not a good choice for commercial main pages
- Use Library’s *Journal by Name* link on main page
  - Search the name of the journal to see if a publisher is listed (may have the URL information)
    - EBSCO databases (such as Academic Search Premier) usually include the URL of the publisher in the record
**Title:** The Personal Is Political: The Cuban Ethnic Electoral Policy Cycle

**Personal Author:** Eckstein, Susan

**Journal Name:** Latin American Politics and Society

**Source:** Latin American Politics and Society v. 51 no. 1 (Spring 2009) p. 119-48

**Publication Year:** 2009

**Abstract:** This article documents a U.S. Cuban foreign policy cycle that operated in tandem with the presidential electoral cycle between 1992 and 2004. During these post--Cold War years, when Cuba posed no threat to U.S. national security, influential, well-connected Cuban-American politicians imposed a favorable environment and incentive structure on political candidates and activists in the United States. This environment, in turn, affected the vulnerability of these candidates to be targeted by the U.S. administration during the 2000 and 2004 election cycles.

ADELE'S TOUR DE FORCE DISTRACTS FROM ALBUMS SALES DIP.


Document Type: Article

Subject Terms: *MUSIC industry
   *RECORD production & distribution
   MUSICIANS -- Great Britain

Geographic Terms: GREAT Britain

Company/Entity: OFFICIAL Charts Co.

NAICS/Industry Codes: S12210 Record Production

People: ADELE, 1988-

Abstract: The article discusses the contribution of British singer Adele on the recorded music sales of the Great Britain industry for 2012, particularly in the albums sector. According to the Official Charts Co., the albums market decreased by 2.4% from the previous year, which totaled to 90,972,816 sold units. It notes that Adele's "21" music release achieved a $3.8 million sales, the highest for the year. The share of British acts in the Top 100 artist album sellers as compared to the U.S. is explored.
Adele: mann from heaven in 2011

"WE COULD HAVE HAD IT ALL," sings Adele on Rolling In The Deep and in terms of commercial success in 2011 she certainly did.

An analysis of the sales numbers of the past year without reference to the XL star would be like staging a production of Hamlet and dropping the character of the Prince of Denmark.

Across the entire 12 months she was central to how the market performed - not just domestically but in the US and elsewhere - and for that positive contribution the industry should be eternally grateful.

For any album to sell 1 million copies in a year in the UK is a real achievement - and only a few annually do - but for one to approach 4 million in that time is unprecedented.

But that is where 21 is, on the verge of achieving something only seven albums have in history, although all took much longer to get there.

Adele's success was a welcome and much-needed distraction in a year when the albums market net again lacked breakthroughs, although three of those who did make it -
The Issue with
Issue Numbers
Do We Need Issue Numbers?

- Journals are published annually in volumes
  - Within volumes are issues
    - 4 per year for quarterly; 12 if monthly, etc.
- Need to list an issue number in a reference IF the journal is paged like a magazine
  - Each issue starts on page one
- Issue numbers are NOT necessary if the journal is paged continuously
  - Issue #1 in the volume starts on page 1, but the pagination continues no matter the number of issues (Word to the wise: Check out issue #2)
Search for Journal
Continuous Paging

Non-Continuous Paging
Specific Types of Materials: Web Resources
Web Sites

If you use a document of any type from a web site (report, article, fact sheet, etc.)...

You must cite it correctly in the list of references

Web documents are inconsistent with the citation elements
For Documents Used from a Website Include ---

Author(s) of document (may not be a person)
• Year of publication in parentheses, if available. If no date use (n.d.)
• Complete title of document in italics
• Report number in parentheses, if given, in regular type
• Retrieval date is unnecessary unless the content may be changed, such as a wiki
• Identify the publisher (could be an organization) unless it’s also the author
• Full web address (aka URL)
This year’s America’s Children in Brief: Key National Indicators of Well-Being report continues the tradition of cooperation and commitment by agencies across the Federal Government to advance our understanding of children today and indicate what may be needed to bring them a better tomorrow. The Forum is already busy planning its next full report, scheduled for 2009.

Katherine K. Wallman, Chief Statistician, Office of Management and Budget

Each year since 1997, the Federal Interagency Forum on Child and Family Statistics has published a report on the well-being of children and families. The Forum alternates publishing a detailed report, America’s Children: Key National Indicators of Well-Being, with a summary version that highlights selected indicators. This year, the Forum is publishing America’s Children in Brief; it will publish the more detailed report in 2009. The Forum updates all indicators and background data on its website (http://childstats.gov) every year.

The Forum fosters coordination and integration among 22 Federal agencies that produce or use statistical data on children and families. The America’s Children series provides an accessible compendium of indicators drawn from the most reliable official statistics across topics; it is designed to complement other more specialized, technical, or comprehensive reports produced by various Forum agencies.

The indicators and background measures presented in America’s Children in Brief all have been used in previous reports by the Forum. Indicators are chosen because they are easy to understand, are based on substantial research connecting them to child well-being, vary across important areas of children’s lives, are measured regularly so that they can be updated and show trends over time, and represent
Correct APA Format for Documents Found on Websites


(Note: The Forum is both author and publisher in this example)

Adrian E. Raftery  
University of Washington

Le Bao  
University of Washington

Technical Report no. 560  
Department of Statistics  
University of Washington  
Seattle, WA 98195-4322, USA.

August 15, 2009
Specific Types of Materials: Books
For Books include the following information …

• Name(s) of authors or editors
• Year of publication in parentheses
• Complete title of book including subtitle, if given (both in italics)
• Edition (only if 2\textsuperscript{nd} ed. or later)
• Place of publication (city & state; if non-USA use city & country)
• Publisher’s name (without Co. or Inc.)
Correct APA Format for Book

For a Chapter in a Book Include ...

- Name(s) of chapter’s author(s)
- Year of publication of the book in parentheses
- Complete title of chapter
- Name(s) of editor(s)
- Complete title of book including subtitle, if given (both in italics)
- Edition, if applicable with chapter’s pages in parentheses
- Place of publication
- Publisher’s name
Chapter Five


David H. Kaplan and Bessie House-Soremekun

Compared to several other populations, African Americans have lower rates of business ownership (Boyd 1990; Light and Gold 2000). This gap has been attributed to many factors, such as financial capital, education and training, and social capital (Light 1972; Fratoe 1998; Butler 1991; Bates 1997; House-Soremekun 2002b, 2002c). While all of these factors play a significant role, scholars have tended to neglect the immediate neighborhood environment in which Black businesses operate and how this may help or hinder their overall business success.

Of interest to this chapter is the issue of crime—both in regard to the reality and the perception of crime. Crime can affect businesses in several ways. First, it can result in damage or property loss to the business itself. Second, it can require increased overhead through expensive security measures and higher insurance rates. Third, it can deter people from shopping in an establishment. These factors and others can make the operation of a business in a high-crime neighborhood problematic (House-Soremekun 2002a). Therefore, geographic location, and the crime-related aspects attributed to particular locations, plays a substantive role in shaping the experiences of African American entrepreneurs.

This chapter explores the linkage between Black business success, crime rates, and perceptions of crime at the neighborhood level. We argue that business success must be understood contextually in relationship to the attributes of the neighborhoods within which they operate. Most Black businesses exist within a context of spatial segregation, and many operate within communities that are economically and socially challenged. We address the issue of how the neighborhood context, particularly in relation to crime, influences business success.
Landscapes of the Ethnic Economy

Edited by
David H. Kaplan and Wei Li
Common Problems in Refworks

Investigating Grit and Its Relations with College Students' Self–Regulated Learning and Academic Achievement. *Metacognition And Learning*, 10, 293–311.
Useful Links

- Cal State LA APA LibGuide
  http://calstatela.libguides.com/content.php?pid=409836&sid=3352567
- APA Style Guide to Electronic Resources
  http://opac.calstatela.edu/record=b2322667~S0

- APA Style Website
  http://www.apastyle.org/

- CrossRef – Search for the DOI for an article or an article by the DOI
  http://www.crossref.org/

- Purdue’s Online Writing Lab’s APA Page
  https://owl.english.purdue.edu/owl/resource/560/01/
Questions??