

## Research Guide 4

# Citing your references using the APA (American Psychological Association) system – 7<sup>th</sup> edition

This guide is for students who need to reference their work using the APA (American Psychological Association) referencing style. This guide shows referencing using the 7<sup>th</sup> edition of the APA style.

### Why Reference?

1. When writing for academic purposes it is essential to acknowledge the ideas, words or works of others, and not to write as if they are your own ideas. If you fail to reference properly, it could be considered plagiarism – see [www.tinyurl.com/lr-plagiarism](http://www.tinyurl.com/lr-plagiarism)
2. References illustrate the breadth and depth of your reading, providing the background and context to your work and allowing discussion and evaluation. Following the APA referencing conventions enables readers to identify and trace your sources quickly and easily.

### Referencing in the APA style usually consists of two parts:

**Citation in the text or in-text citation** brief details of the source within the text of your work

**Reference list:** a complete list of all the cited references used in your work with full details, to enable the reader to follow up these references and find the original text.

A bibliography is a list of all the sources you have used but which are not necessarily included as in-text citations.

### In-text Citations

The following guidelines apply to **all** types of sources including books, journals, and websites.

N.B. The use of 'author' also applies to editor. For online sources, where there is no obvious author, use the username (screen name) for a blog/twitter/website etc.

**In-text citations** can be written in three different ways. **Only include the author's surname and year.** Do not include an author's initial or first name.

1. **Referencing the sources at the end of the phrase or sentence:** If the author(s) name does not appear in the body of the text then the surname and date should appear in rounded brackets separated by a comma,

e.g. Genetics may be involved in children's responses to their environment (Miller, 2016).

2. **Referencing the author in a sentence:** If the author's name appears in the text as part of the body of the assignment, then the year will follow in rounded brackets

e.g. Miller (2016) identified that genetics may be involved in the responses children have to their environment.

### 3. A direct quote

**e.g.** “Genetics research also adds to our understanding, in each theory, of individual differences in children’s responses to events and environments.” (Miller, 2016, p. 265)

Only if you are making a **direct quotation**, do you include the page numbers in the format p. xxx. Multiple pages should be in the format pp. 111-112. For online sources where there are no page numbers, use the paragraph number instead.

**e.g.** “Studying is something that few of us are directly taught” (Hills, 2017, para. 3).

### In text citation layout for single and multiple authors

No. of Authors	In-text citation
<b>One author or creator</b>	Author Surname (Year) <b>eg</b> Miller (2016)  or (Author Surname, Year) <b>eg</b> (Miller, 2016)
<b>Two authors or creators</b>	Author Surname and Author Surname (Year) <b>eg</b> Walker and Allen (2004)  or (Author Surname & Author Surname, Year) <b>eg</b> (Walker & Allen, 2004)
<b>Three or more authors or creators</b>	First Author Surname et al. (Year) <b>eg</b> Bradley et al. (2006)  or (First Author Surname et al., Year) <b>eg</b> (Bradley et al., 2006)

### Citing two or more sources at the same time

Place the citations in alphabetical order, separating them with semicolons.

**e.g.** (Jones & Bartlett, 2005; Miller, 1999)

**e.g.** (Adams et al., 2019; Shumway & Shulman, 2015; Westinghouse, 2017)

If multiple sources are cited within the narrative of a sentence, they can appear in any order.

**e.g.** Suliman (2018), Gutiérrez (2012, 2017), and Medina and Reyes (2019) examined . . .

### Same Author – Different Publication Dates

When citing papers by the same author(s) from different years, list them in date order, earliest first.

**e.g.** (Eysenck, 1984; 1994)

Or **e.g.** Eysenck (1984; 1994)

### Same Author – Same Date

Publications with the same author/editor and the same publication date should be given an alphabetical letter after the date to distinguish between the publications. (This must be reflected in the reference list as well.)

**e.g.** (Eysenck, 1994a; 1994b)  
Or **e.g.** Eysenck (1994a; 1994b)

### **Different Author – Same Surname**

Authors with the same surname should be differentiated by their first initial.

**e.g.** (L. Houseten, 1998; S. Houseten, 2006)  
Or **e.g.** L. Houseten (1998) and S. Houseten (2006)

### **No identifiable Author or Anonymous Author**

- a) For articles, chapters or a webpage use the first few words (usually the title) with speech marks around it and put a comma before the end of the second speech mark. Then add the date of publication.  
**e.g.** On memory (“Study Finds,” 2014)
- b) For journals, books, brochures or reports, refer to the title in italics  
**e.g.** On cognitive development (*Journal of Memory*, 2016)
- c) Only use the term Anonymous as the author/editor if this is actually written on the publication.

### **No date**

If there is no visible date on the source, use the abbreviation n.d.

**e.g.** (Miller, n.d.)  
Or **e.g.** Miller (n.d.)

### **Organisations as Authors**

An author can be an organisation or Government Department (also known as a ‘corporate author’). Use the name of the organisation, followed by a comma and the date of the publication.

**e.g.** There are defined rules for interpreting the validity of test scores (Department of Health, 2010).  
Or **e.g.** The Department of Health (2010) defined the rules for interpreting the validity of test scores.

**N.B.** If the author has a commonly known **acronym** e.g. APA for American Psychological Association, then **write it out in full in the first in-text citation**, and then use the abbreviation for subsequent in-text citations. If it doesn’t e.g. University of Manchester, then use the full organisation name in each citation. When writing your Reference List, use the full organisation name in all cases.

### **Citing Secondary Sources**

The term ‘secondary source’ describes information that you have not seen, but which is written or mentioned in a source you have seen. It is always best to find the direct source of the information from the original source. If this is not possible, include the words ‘as cited in’ and the author’s name and publication date in your reference.

**e.g.** Joseph Wolpe (1960; as cited in Peterson et al., 2011) theorised that....

Only the secondary source e.g. Peterson et al. (2011) should be included in the Reference List, not the original source.

If the author has directly quoted from an original piece of work, then you would use ‘as quoted in’

**e.g.** (Ellis, 1989 as quoted in Gross, 2010, p. 269).

## Reference List

A full list of all the sources you have cited in your assignment is called a **Reference List**. A reference list entry generally has four elements: the author, date, title, and source.

When writing your Reference List there are some important points to note:

- Your list should be in **alphabetical order**, by the surname of the first author of the source.
- When listing works by the same author, put the **earliest publication** first on the list.
- Only use the **initials** of each author/editor, not their full first name.
- Use **full official names for organisations in your reference list** and not abbreviations e.g. American Psychological Association not APA.
- **Electronic sources** do not need to have Retrieved Date

## Journals

- **If there are 2 to 20 authors**, include all authors' names and use an ampersand (&) before the final author's name.
- **If there are 21 or more authors**, include the first 19 authors' names, insert an ellipsis (but no ampersand) and add the final author's name. An ellipsis is a set of three dots.

### **Journal articles with a doi (online)**

Author surname, initial. (Year). Title of article. *Title of journal*, Volume(Number), Page range doi: doi address

e.g. Rebitschek, F. G., Krems, J. F., & Jahn, G. (2016) The diversity effect in diagnostic reasoning. *Memory & Cognition*, 44(5), 789-805. <https://doi:10.3758/s13421-016-0592-0>

### **Journal article with no DOI**

- If there is no DOI but it does have a URL that will work for readers (e.g., it is from an online journal that is not part of a database), include the URL of the article at the end of the reference.
- If the article is from an academic research database, end the reference after the page range. The reference in this case is the same as for a print journal article.

### **Journal (print)**

Author surname, initial. (Year). Title of article. *Title of journal*, Volume(Number), Page range.

e.g. Meeks, J. T., Pitães, M., & Brewer, G. A. (2015). The compensatory role of implementation intentions for young adults with low working memory capacity. *Applied Cognitive Psychology*, 29(5), 691-701.

## Books

- **If there are 2 to 20 authors**, include all authors' names and use an ampersand before the final author's name.
- **If there are 21 or more authors**, include the first 19 authors' names, insert an ellipsis (but no ampersand) and add the final author's name. An ellipsis is a set of three dots.

### Book with an author

Author Surname, Initial(s). (Year). *Title in italics* (edition number if not first.). Publisher.

e.g. Schwartz, B. M., Landrum, R. E., & Gurung, R. A. R. (2017). *An easyguide to APA style* (3<sup>rd</sup> ed.). Sage.

### Book with an editor

Instead of the author, give the editor's name followed by (Ed.) or (Eds.).

e.g. Hill, A. (Ed.). (2016). *The psychology of perfectionism in sport, dance and exercise*. Routledge.

### Ebook with a doi

Author Surname, Initial(s).. (Year). *Title in italics* (edition number if not first.). Publisher. doi

e.g. 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>

### Ebook without a doi (e.g. from an academic research database or ebook platform)

Author Surname, Initial(s). (Year). *Title of work* (Edition if not first). Publisher.

e.g. Stainton Rogers, W. (2011). *Social psychology*. McGraw Hill Open University Press.

### Notes

- The platform (e.g. Ebook Central) or device (e.g. Kindle) that you access the ebook from is not included in the reference
- For an ebook without a doi you do not include the database information that you retrieved the book from.

### Book chapter

Author of chapter Surname, Initial(s). (Year). Title of chapter. In Editor of book Initial(s). Editor of book Surname (Ed(s).), *Title of book* (Edition if not first., Page numbers). Publisher.

e.g. Schleifer, R. (2016). Psychological operations in warfare. In N. Maheshwari & V. V. Kumar (Eds.), *Military psychology: concepts, trends and interventions* (pp. 149-164). Sage.

If the book is not the first edition – the edition details go within the page numbers parenthesis.

e.g. Willig, C. (2008). Discourse Analysis. In J. A. Smith (Ed.), *Qualitative psychology: a practical guide to research methods* (2<sup>nd</sup> ed., pp. 160-185). Sage.

For a chapter in an ebook:

e.g. Schleifer, R. (2016). Psychological operations in warfare. In N. Maheshwari & V. V. Kumar (Eds.), *Military psychology: concepts, trends and interventions* (pp. 149-164). Sage.

### Test Manual

This should be referenced in the same style as a book, or an ebook if you use the online source. Where the same organisation is listed as the author and the publisher, omit the publisher's name.

e.g. American Psychiatric Association. (2013). *Diagnostic and statistical manual of mental disorders* (5th ed.).

e.g. Barnett, A., Henderson, S., Scheib, B., & Schulz, J. (2010). *Detailed Assessment of Speed of Handwriting 17+*. Harcourt Assessment.

## Webpages

- **Use the webpages** and websites category if there is no other category that fits and the work has no overarching publication (e.g. journal, conference proceedings other than the website itself).
- **Provide as specific a date as possible**, e.g. Year, Month day or Year, Month, or Year if you can only find the year.
- **If there is no author**, provide the title, date, site name, URL.
- **If the author and the site name are the same**, omit the site name from the reference. See example below, Webpage with organisation as Author.

### **Webpage on a website with an individual author**

Author Surname, Initials. (Date Year, Month day). *Title of work (in italics)*. Site name. URL

**e.g.**

McLeaod, S. (2020). *Cognitive psychology*. Simply Psychology. <http://www.simplypsychology.org/cognitive.html>

### **Webpage with organisation as Author**

Name of organisation. (Date Year, Month day). *Title of webpage*. Site name (if not the same as the Name of organisation). URL

**e.g.** World Health Organization. (2020 December 1). *Disability and Health*. <https://www.who.int/news-room/fact-sheets/detail/disability-and-health>

### **Webpage on a news website**

Author Surname, Initials. (Date Year, Month day). *Title of work*. Site name. URL

Ghosh, P. (2021, March 24). *Machine finds tantalising hints of new physics*. BBC News. <https://www.bbc.co.uk/news/science-environment-56491033>

## Newspaper article

### **Online Newspapers**

Author Surname, Initial(s). (Full date of publication). Title of Article. *Title of newspaper*. URL

**e.g.** Chambers, C. (2014, January 24). The changing face of psychology. *The Guardian* <http://www.theguardian.com/science/head-quarters/2014/jan/24/the-changing-face-of-psychology>

### **Print Newspapers or Newspapers available via a database**

- **For a newspaper article obtained from a database** such as Nexis, it is not necessary to include the database or URL in the reference.
- **Separate discontinuous page numbers** with a comma. e.g. pp. 1-2, 4, 9-10.

Author Surname, Initial(s). (Full date of publication). Title of article. *Title of newspaper*. pp. 1-2, 4.

**e.g.** Marlowe, S. (2015, August 22). Veterans with combat stress find solace in Shakespearean verse; acting is therapy for former soldiers suffering from trauma. *The Times*. pp. 81.

No author? Start with the title, followed by the date, then the source.

**e.g.** A million veterans 'suffer mental health problems'. (2012, September 22). *The Daily Telegraph*. pp. 8.

## **Other online Media**

### **Blog posts**

Author Surname, Initial(s). (Year, Month day). Title of blog post. *Name of blog*. URL

Adams, A. (2020, October 27). Navigating the not-so-hidden treasures of the APA Style website. *APA Style Blog*. <https://apastyle.apa.org/blog/navigating-the-apa-style-website>

The author of a blog may use a screen name, if so, use the screen name in place of author.

### **Facebook Post**

Author Surname, Initial(s). (Year, Month day). *Title of item* [Item type]. Site name. URL

e.g. News From Science. (2019, June 21). *Are you a fan of astronomy? Enjoy reading about what scientists have discovered in our solar system—and beyond?* [Status update]. Facebook.  
<https://www.facebook.com/ScienceNOW/photos/a.117532185107/10156268057260108/?type=3&theater>

### **Facebook page**

Author surname, initial(s). (n.d.). *Tab name* [Item type]. Site name. Retrieved date from URL

e.g. Community of Multiculturalism. (n.d.). *Home* [Facebook page]. Facebook. Retrieved October 14, 2020, from <https://www.facebook.com/communityofmulticulturalism/>

### **Twitter Tweet**

Author surname, Initial(s). [Screen name]. (Year, Month day). *Title of item* [Tweet]. Site name. URL

e.g. Holliday, B. [BenHolliday]. (2015, July 23). Lots of mentions of nudge theory/gov behaviour insights [Tweet]. Twitter. <https://twitter.com/benholliday/status/624119485990105088>

### **Twitter moment**

Author surname, Initial(s). [Screen name]. (Year, Month day). *Title of moment* [Moment]. Site name. Retrieved date from URL

e.g. APA Style [@APA\_Style]. (2019, December 17). *What's new in the #7thEdition of #APAStyle* [Moment]. Twitter. Retrieved January 19, 2020, from <https://twitter.com/i/moments/1181218317408837633>

### **Twitter profile**

Author surname, Initial(s). [Screen name]. (n.d.). *Tab name* [Item type]. Site name. Retrieved date from URL

e.g. APA Style [@APA\_Style]. (n.d.). Tweets [Twitter profile]. Twitter. Retrieved January 15, 2020, from [https://twitter.com/APA\\_Style](https://twitter.com/APA_Style)

### **Instagram video**

Author surname, initial(s) [Screen name]. (Year, Month day). Title of post [Item type]. Instagram. URL

e.g. APA Public Interest Directorate [@apapubint]. (2019, June 14). Male depression is serious, but many men try to ignore it or refuse treatment. Different men have different symptoms, but [Video]. Instagram.  
[https://www.instagram.com/p/BysOqenB1v7/?utm\\_source=ig\\_web\\_copy\\_link](https://www.instagram.com/p/BysOqenB1v7/?utm_source=ig_web_copy_link)

### **Instagram photo**

Author surname, Initial(s) [Screen name]. (Year, Month day). Title of post [Item type]. Instagram. URL

e.g. Philadelphia Museum of Art [@philamuseum]. (2019, December 3). It's always wonderful to walk in and see my work in a collection where it's loved, and where people are [Photograph]. Instagram. <https://www.instagram.com/p/B5oDnnNhOt4/>

### **YouTube video**

Author surname, Initial(s) [Screen name if available]. (Year, month day). *Title of video* [Video]. Source. URL

e.g. 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>

### **YouTube channel**

Author surname, initial(s) [Screen name]. (n.d.). Tab name [Source]. Retrieved date, from URL

e.g. APA Publishing Training. (n.d.). Home [YouTube channel]. Retrieved February 20, 2020, from <https://www.youtube.com/user/PsycINFO/>

## **Further Help**

### **The Library has a copy of the following book on APA 7<sup>th</sup> edition**

- American Psychological Association. (2020). *Publication manual of the American Psychological Association*. (7<sup>th</sup> ed.). American Psychological Association. **Shelfmark: 808.06615 AME**

### **Useful Websites**

- American Psychological Association. (2020 February). *APA Style Reference Examples*. <https://apastyle.apa.org/style-grammar-guidelines/references/examples>
- Purdue online writing lab. (2020). *APA Style Introduction*. [https://owl.purdue.edu/owl/research\\_and\\_citation/apa\\_style/apa\\_style\\_introduction.html](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_style_introduction.html)

### **Cite Them Right – online guide**

You can use the online version of *Cite Them Right* which is available from the Library Referencing webpages: [www.tinyurl.com/lr-referencing](http://www.tinyurl.com/lr-referencing) (ensure you choose the APA style). Remember that sometimes *Cite Them Right* does not give the correct version of APA.

Helen Whittaker, Librarian  
Oxford Brookes University, March 2021  
(Revision of APA 6<sup>th</sup> by Katherine Staples)