

Respect Your Sources: APA Style

Esquimalt High School Library Guide to Reference Lists Using the APA Style

For more information consult the *Publication Manual of the American Psychological Association*, 5th edition (Call Number: REF 808.06615). Or go to <http://esquimalt.sd61.bc.ca/> and click on *Library*.

How to Format the "Reference List"

1. Start your reference list on a new page with the word "Reference List" centered at the top of the page.
2. Double-space all reference list entries.
3. Use hanging indents so that the first line of each reference is set flush left and subsequent lines are indented one half inch (much like the list you are reading, only you don't use numbers for each entry).
4. Arrange the entries **alphabetically** (by the first word, usually the author's last name), not by format of publication: book, journal, etc.
5. Put the author first, even for web pages. If there is no author, use the editor's name. If there is no editor, start with the book title or article title.
6. List the author's last name, followed by a comma then initials for the author's first and middle names. Do not spell out the author's first or middle names, e.g. "Woolf, V."
7. Use "&" instead of "and" when listing multiple authors of a single work.
8. Put the date second and in parentheses e.g. "(2001)."
9. Book and periodical titles, and volume numbers of periodicals should be in *italics*.
10. Use plain text for article titles, no quotes or italics.
11. Capitalize only the first word of the title and the subtitle for books, book chapters, and articles
12. Capitalize the first letter of each word in a periodical title except articles (a, an, the).
13. Separate each element (author, date, title, etc.) by a period and one space.

Check Chapter 4 of the *Publication Manual* referred to above for more details on formatting.

Reference Examples

Article in a reference Book (e.g. encyclopedia, dictionary etc):

Bercuson, D. J. (2005). Canada. In *World Book Encyclopedia* (Vol. 3, pp. 98-127). Chicago: World Book.

Article in an online reference book with no author (e.g. Encyclopedia of BC, World Book Online)

Esquimalt. (2006). In *Encyclopedia of British Columbia*. Madeira Park, BC: Harbour. Retrieved June 05, 2006, from Encyclopedia of BC Online: <<http://www.knowbc.com/IEBC/IEBC.asp>>

Book with two authors:

Friel, J. C. & Friel, L. D. (2000). *The 7 best things (smart) teens do*. Deerfield Beach, FL: Health Communications.

Book with an editor:

Raman-Wilms, L. ed. (2004). *Canadian Pharmacists' Association guide to drugs in Canada*. Toronto: Dorling Kindersley.

Chapter from edited book (two authors):

Hunt, S. C. & Sawin, J. L. (2006). Cultivating renewable alternatives to oil. In L. Starke (Ed.), *State of the world 2006* (pp. 61-77). New York: W. W. Norton.

Magazine article (print, microform, PDF):

McCallum, J. (2006, January 30) Point guard from another planet: The Phoenix Suns' Steve Nash doesn't fit any NBA mold. *Sports Illustrated* 104, 78.

Journal article (online from a library subscription database), one author:

Chodos, Bob. (Wntr-Spring 2004) Arguing Iraq. (Cover Story). In *Inroads: A Journal of Opinion*, p24 (2). Retrieved June 05, 2006, from *CPI.Q (Canadian Periodicals)* via Thomson Gale:
<http://find.galegroup.com/itx/infomark.do?&contentSet=IACDocuments&type=retrieve&tabID=T002&prodId=CPI&docId=A127058120&source=gale&userGroupName=61ehss&version=1.0>

Newspaper article, one author:

Simpson, J. (2006, May 20). Do you realize we're at war?. *The Globe and Mail*, p. A17.

Newspaper article, no known author:

Statistics Canada: Count yourself in. (2006, May 5). *Times-Colonist*, p. A2.

Web page with no known author and no known date:

Clones-R-Us. (n.d.). Retrieved April 2, 2004, from <http://www.d-b.net/dti/>

Reference Citations in Text

When writing your paper, whenever you express words, facts, or ideas that are not your own, you need to refer the reader to the original source of that information. Those sources are then listed in the References. In APA Style, the author's last name and the year are always listed. If there is no known author, list the title in quotation marks and the date. A page or paragraph number is required for verbatim quotations.

See section 3.94 – 3.102 of the *Publication Manual* for more details on citing sources in the text.

Examples of Citations in Text**Author's name in text (no page number):**

Walker (2000) compared reaction times...

Author's name in reference (no page number):

In a recent study of reaction times (Walker, 2000)...

Author's name in text (page number):

According to Jones (1998), "Students often had difficulty, especially when it was their first time" (p. 199).

Author's name in reference (page number):

She stated, "Students often had difficulty," (Jones, 1998, p. 199), but she did not offer an explanation as to why.

No known author or date: (Use the first few words from the title and add "n.d." for "no date")

It was discovered that students succeeded with tutoring ("Tutoring and APA," n.d.).