



**Tips for Style and Formatting with APA**

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CENTRE FOR  
NURSING  
STUDIES

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OPERATED BY EASTERN HEALTH

## **Objectives**

To increase awareness/knowledge concerning:

1. Background of APA/What is APA?/Why do we need APA?
2. General APA style “rules”

## **Expectations at Centre for Nursing Studies**

### **What is APA?**

APA: American Psychological Association

Provides writers with a referencing system that allows readers to locate the information used in a paper

Gives credit to the sources of info used- you must credit the work that is not yours

APA is now in its 7<sup>th</sup> edition

The proper use of APA style also shows the credibility of writers: writers show accountability to the source of their material

Most importantly, use of APA style can protect writers from plagiarism--the purposeful or accidental use of source material by other writers without giving appropriate credit

Other referencing systems: MLA, Chicago Style, AMA

APA has been adopted by many of the social sciences as the formatting choice (nursing, psychology, social work, etc.)

### **What does APA Standardize?**

APA Standardizes: Stylistics, Format & References (a list of all sources used in the paper)

### **APA Stylistics**

**Language in an APA paper should:**

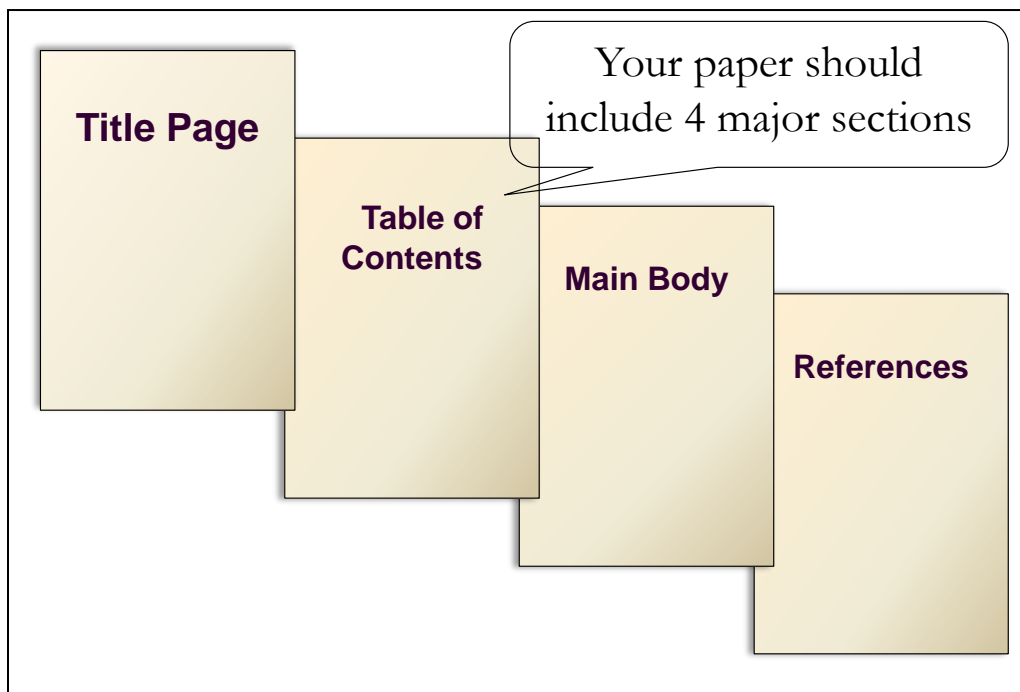
- Be Clear - be specific in descriptions and explanations
- Be Concise - condense information when you can
- Be Plain - use simple, descriptive adjectives and minimize the figurative language
- Use inclusive and bias-free language

- Use “they” or “their” as a gender-neutral pronoun instead of “he” or “she”
- Use descriptive phrases as labels for groups of people – instead of “the poor” use “People living in poverty”
- Use exact age ranges – instead of “People over 40 years old” use “People in the age range of 40 to 50 years old”

## **General Format Expected**

**Your paper should include all of the following elements:**

- typed, double-spaced
- on standard-sized paper (8.5”x11”)
- have 1 inch margins on all sides (under page set-up)
- Fonts: Calibri 11, Arial 11, Lucida Sans Unicode 10, Times New Roman 12, and Georgia 11
- have a number on every page
- single space after period/new sentence



## CNS Title Page

**CNS Title Page**

1

Effects of Nutrition  
Jane Student 20092346  
Nursing 2013: Professional  
Development

Linda Faculty  
June 4, 2020

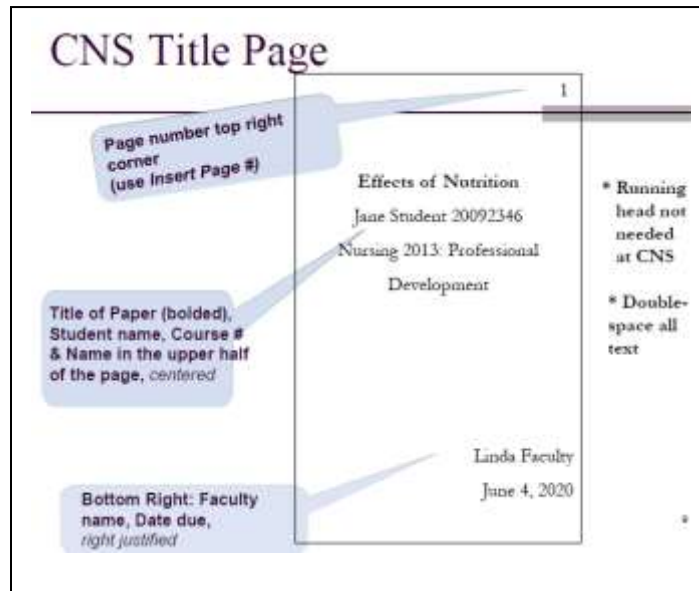
*\* Running head not needed at CNS*

*\* Double-space all text*

*Page number top right corner (use insert Page #)*

*Title of Paper (bolded), Student name, Course # & Name in the upper half of the page, centered*

*Bottom Right: Faculty name, Date due, right justified*



## CNS Table of Contents

**CNS Table of Contents**

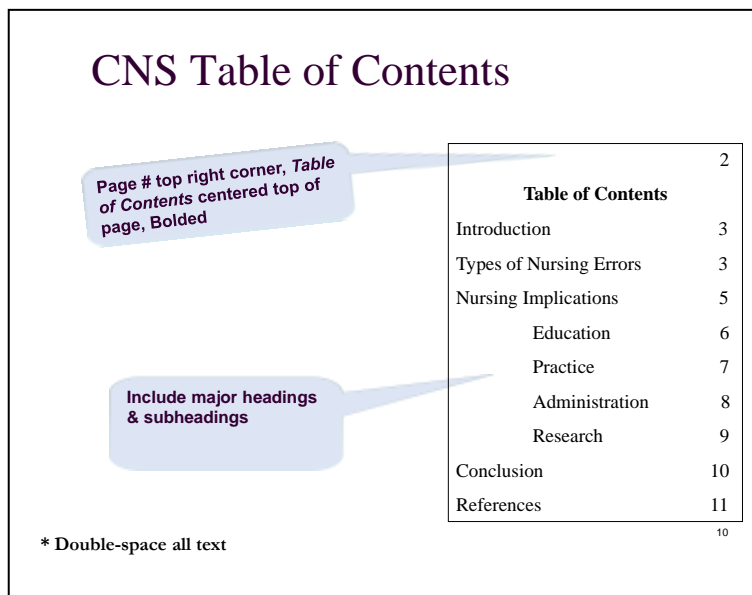
Page # top right corner, Table of Contents centered top of page, Bolded

Include major headings & subheadings

<b>Table of Contents</b>	2
Introduction	3
Types of Nursing Errors	3
Nursing Implications	5
Education	6
Practice	7
Administration	8
Research	9
Conclusion	10
References	11

*\* Double-space all text*

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## **Main Body (Text)**

The text begins on page 3

Type the title of the paper centered, at the top of the page (do not use the word “Introduction” and **bold** the title)

Type the text double-spaced- all sections follow each other without a break

As you write, identify the sources you use in parenthesis (brackets)

\* These are called “in-text citations” because you are citing them within the text of your paper

## **Main Body: APA to Know**

### *Abbreviations*

- Write out the abbreviation the first time you use it in your paper followed immediately by the abbreviation in parenthesis
- For rest of paper, use the abbreviation
- Use consistently

### Examples:

According to the **Canadian Nurses Association (CNA, 2018)**, there is a nursing shortage across Canada. The **CNA** has developed a nursing recruitment and retention strategy that employers can use to address this shortage.

There is a nursing shortage across Canada (**Canadian Nurses Association [CNA], 2018**). The **CNA** has developed a nursing recruitment and retention strategy that employers can use to address this shortage.

### *Use of Numbers*

- **2 Rules:** Using numbers less than 10; Using numbers greater than 10
- $\leq 10$ 
  - Write as a word
  - Exceptions: age, time, unit of measurement
- $\geq 10$ 
  - Write as a #
  - Exceptions: a # cannot begin a sentence

- **For percent:** - numbers less than 10: *nine percent*
  - Numbers greater than 10: *12%*
  - Starting a sentence: *Twenty five percent*
- **\*See APA Manual for other examples and exceptions to these rules**

### *In-Text Citations*

Whenever you use a source, you must provide the information using the *author-date* format:

- the author's last name and the date of publication

*(Cassidy & Earle, 2018)*

- for direct quotations, provide a page number

*(Cassidy & Earle, 2018, p. 56)*

**In-text citations help readers locate the cited source in the reference page.**

- There are 2 ways to write an in-text citation:
  - Include only the year in parenthesis (*narrative*)

**Smith (2018)** found that both male and female students reported feeling anxious about entering the clinical setting.

- Include both the author and year in parenthesis (*parenthetical*)

Both male and female nursing students reported feeling anxious about entering the clinical setting **(Smith, 2018)**.

*For all in-text citations, ALWAYS write the year the very first time you write it in a paragraph. After you write it the first time in a paragraph, DO NOT include the year again within the SAME paragraph. Each time you begin a new paragraph, use the same rule. If you have a parenthetical citation, always include the year (APA, 2020, p. 265).*

**Wang (2017)** found that relentless pain, aching, and joint deterioration are some of the characteristics of osteoarthritis. **Wang** also discovered that many elders have reported difficulties with housework, yard work and other activities of daily living. A decline in particular physical activities and responsibilities may signal the beginning of osteoarthritis **(Wang, 2017)**.

Using a source with 1 author is easy BUT there are 3 rules to know:

- one work with 2 authors
- one work with 3 or more authors
- more than 1 work with more than 1 author
- *The terms “work” and “source” mean the same thing*
- *See Perrin for other rules & examples*

## 2 Authors

- When citing a work with two authors, use “**and**” in between authors’ name when in the text; *BUT* use “**&**” between their names when in parenthesis

According to feminist researchers Raitt **and** Tate (2018), “It is no longer true to claim that women's responses to the war have been ignored” (p. 2).

Some feminist researchers question that “women's responses to the war have been ignored” (Raitt **&** Tate, 2018, p. 2).

*\* Note that page # is included for a direct quote.*

## 3 or More Authors

- When using a source with 3 or more authors, identify the first author’s name followed by “et al.” every time it’s used in the paper

**Smith et al. (2018) maintained that....**

**OR**

**(Smith et al., 2018)**

*\*\* Always put a period after et al..*

## Two or More Sources

- When the citation in parenthesis includes 2 or more sources, put them in alphabetical order (i.e.: the same order they appear in the reference list) by the author’s last name & the year of publication separated by a semi-colon

- **(Kachru, 2017; Smith et al., 2018)**

## Same Author and Same Year

How to cite multiple articles by the same authors that were published in the same year so that everyone can easily tell them apart.

Lowercase letters are added after the year (2011a, 2011b, etc.), and the references are alphabetized by title to determine which is “a” and which is “b.” Here is an example:

Koriat, A. (2008a). Easy comes, easy goes? The link between learning and remembering and its exploitation in metacognition. *Memory & Cognition*, 36, 416–428.  
<https://doi.org/10.3758/MC.36.2.416>

Koriat, A. (2008b). Subjective confidence in one's answers: The consensuality principle. *Journal of Experimental Psychology: Learning, Memory, and Cognition*, 34, 945–959.  
<https://doi.org/10.1037/0278-7393.34.4.945>

### Not Quite Identical

Marewski, J. N., Gaissmaier, W., & Gigerenzer, G. (2010). Good judgments do not require complex cognition. *Cognitive Processing*, 11, 103–121. <https://doi:10.1007/s10339-009-0337-0>

Marewski, J. N., Gaissmaier, W., Schooler, L. J., Gold, D. G., & Gigerenzer, G. (2010). From recognition to decisions: Extending and testing recognition-based models for multi-alternative inference. *Psychonomic Bulletin & Review*, 17, 287–309.  
<http://doi:10.3758/PBR.17.3.287>

The first in-text citations to each of these articles would be as follows:

(Marewski, Gaissmaier, & Gigerenzer, 2010)

(Marewski, Gaissmaier, Schooler, Gold, & Gigerenzer, 2010)

The solution is to spell out as many names as necessary (here, to the third name) upon subsequent citations to tell the two apart:

- (Marewski, Gaissmaier, & Gigerenzer, 2010)
- (Marewski, Gaissmaier, Schooler, et al., 2010)

### Secondary Sources

- Use secondary sources sparingly
- Give secondary source in the reference list
- In text, name the original work and give a citation for the secondary source

Example: you found a quotation from Culver that you wish to use in your text. But, you found this information in Jones and were unable to locate Culver's original source. For this reference, Culver is the primary source, and Jones is the secondary source. Name the primary source in your text, but the reference and citations will credit the secondary source:



According to **Culver (as cited in Jones, 2018)**, learning APA "can be tough, but like any skill, it just takes practice" (p. 23). In addition, the mastery of APA increases an author's chance of scoring well on an assignment (**Culver as cited in Jones, 2018**).

If there is a date include that as well. Example:

Allport (2012) suggested in his diary that... (as cited in Nicholson, 2014). **-OR-**

Some researchers have strong opinions... (Allport as cited in Nicholson, 2014)

## **Headings**

**The choice of a heading level depends on how many types of headings you are using your paper.**

<b>Level</b>	<b>Format</b>
1	<b>Centered, Bold, Title Case</b>
2	<b>Left-aligned, Bold, Title Case</b>
3	<b><i>Left-aligned, Bold, Italic, Title Case</i></b>
4	<b>Indented, Bold, Title Case, Period.</b> Text begin on the same line.
5	<b><i>Indented, Bold, Italic, Title Case, Period.</i></b> Text begin on the same line.

<p><b>Methods (level 1)</b></p> <p><b>Site of Study (level 2)</b></p> <p><b>Participant Population (level 2)</b></p> <p><i>Teachers attitudes (level 3)</i></p> <p style="padding-left: 40px;"><b>Teachers pay.</b> The government role ... <b>(level 4)</b></p> <p style="padding-left: 40px;"><i>Test one.</i> The subjects in the first trial... <b>(level 5)</b></p> <p><b>Spatial Ability (level 2)</b></p> <p><b>Study Method (level 2)</b></p> <p style="text-align: center;"><b>Conclusion (Level 1)</b></p>
<p><i>More examples of level 3, 4 and 5 in APA Manual, inside cover and p. 167</i></p> <p><i>Sample papers in pocket guides only use two levels of headings</i></p>

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## Quotes

- 2 rules when using quotes:
  1. Quotes with less than 40 words
    - Write paragraph as usual & include components in quotation marks within sentence
  2. Quotes with more than 40 words (block quotation)
    - Must be separated

(APA, 2020, pp. 270-8)

*Very rarely will you need to use block quote in undergrad papers*

**All quotes include the author's name, the year of publication, & the page number if a direct quote.**

- Introduce quotations with phrases. *\*Use quotes sparingly\**
- Use such verbs as: acknowledge, contend, maintain, respond, report, argue, conclude

Examples:

According to **Smith (2018)**, “.....” (p. 3).

**Smith (2018)** argued that “.....” (p. 3) supporting the popular view.

A researcher recently argued that “.....” (**Smith, 2018, p. 3**).

*\*Instructors want to see students being able to synthesize and incorporate research and articles into your writing not just quote what authors say\**

### **Less than 40 Words**

- **Caruth (2017)** stated that a traumatic response frequently entails a **“delayed, uncontrolled repetitive appearance of hallucinations and other intrusive phenomena”** (p. 11).
- A traumatic response frequently entails a **“delayed, uncontrolled repetitive appearance of hallucinations and other intrusive phenomena”** (**Caruth, 2017, p. 11**).

**\*\* Period after the parenthesis**

**\*\* Use quotation marks for quotes of this size**

### **Electronic Sources**

- Many types of documents & research now available online
- There are new examples in the APA manual (p. 348) for how to cite source types including: Podcasts, YouTube and social media platforms (Facebook, twitter, Instagram, etc.)
- Use caution and discretion with online sources
- If the paragraphs are not numbered and the document includes headings, provide the appropriate heading and specify the paragraph under that heading.
- Not all Internet sources have a title and copyright pages If electronic source lacks page numbers, locate and identify paragraph number/paragraph heading

Example:

According to **Smith (2018)**, “.....” (**Mind over Matter section, para. 6**)

### **Principles for Citing E-sources**

A note about online sources: APA 7th ed. does not require URLs or database information for articles *from a database e.g. CINAHL*.

If you find an article on the "open web" (i.e., Google), you need the URL or doi (digital object identifier). Both should be in URL format

Walker, A. (2019, November 14). *Germany avoids recession but growth remains weak*. BBC News. <https://www.bbc.com/news/business-50419127>

Brück, M. (2009). *Women in early British and Irish astronomy: Stars and satellites*. Springer Nature. <https://doi.org/10.1007/978-90-481-2473-2>

## Electronic Version of Entire Book

### ■ For books available in print and online

Perry, A. G., Potter, P. A., & Ostendorf, F.A. W. (2018). *Clinical nursing skills and techniques* (9th ed.). Elsevier. <https://evolveebooks.elsevier.com/#/books/9780323400695/>

### ■ Electronic book only

O’Keefe, S., & Gamble, R. E. (2018). *Nursing in community clinics* (2<sup>nd</sup> ed.). <http://www.onlineoriginals.com/show.asp?itemID=137>

## Lecture Notes

If the slides come from a classroom website, learning management system (like Brightspace), or company intranet and you are writing for an audience with access to that resource, provide the name of the site and its URL (use the login page URL for sites requiring login).

Carter, S. (2018). *Communicating with the elderly*. [PowerPoint slides].

Brightspace@MUN. <https://online.mun.ca/d2l/home>

***Parenthetical citation:*** (Carter, 2018)

***Narrative citation:*** Carter (2018)

If the audience for which are you writing does not have access to the slides, cite them as a personal communication. There would be no reference item and you would only have an in-text citation for a personal communication that would look something like this:

According to S. Carter (personal communication [Lecture notes], September 12, 2018) the meaning of life is...

**OR**

(S. Carter, personal communication [Lecture notes], September 12, 2018)

## Electronic Sources: DOI

Digital Object Identifier (DOI) now being used: a unique code that provides a consistent link to the source.

Include the DOI (instead of URL) whenever it's listed on the document for print and electronic sources.

Trask, S. (2017). An insider perspective of daily stress and coping in elders with arthritis. *Orthopedic Nursing Journal*, 27, 182-189. <http://doi.org/10.1037/00029432.76.4.482>

*To create correct citations, ask yourself:*

1. Did I find this article in print? If yes, no URL is needed.
2. Did I find this article in a database? If yes, no URL is needed.
3. Did I find this article on the open web? If yes, then include the doi (if given) or the URL of the home page.

## Reference Page

- Center **References** at the top of the page bold
- Double-space all entries
- First line of the entry flush left
- Subsequent lines indent (“hanging indent”) [*Control Tab*]
- Order entries alphabetically by the first author's surname
- Invert authors' names (last name first followed by initials)
- Pagination
- Authors with same last name and year of publication: use ‘a’ or ‘b’ to denote source
- Capitalize:
  - \* first letter of the first word of a title and subtitle
  - \* the first word after a colon
  - \* proper nouns

Barnard, A. C., Nash, R., & O'Brien, M. (2018). Information literacy: Developing lifelong skills through nursing education. *Journal of Nursing Education*, 44, 505-510.  
<http://doi.org/10.1037/00029432.76.4.482>

Example 1:

## References

- American Psychiatric Association. (2014). *Diagnostic and statistical manual of mental disorders* (4th ed.). Author.
- Green, R. (2017). Family co-occurrence of “gender dysphoria”: Ten sibling or parent-child pairs. *Archives of Sexual Behavior*, 29(5), 49-55. <http://www.springer.com>
- Herbst, D. M., Griffith, N. R., Koe, J., Smith, S., Row, G., Clay, H., Lewis, F., Lee, L. H., Cox, G., Harris, H. L., Martin, P., Gonzalez, W. L., Hughes, W., Carter, D., Campbell, C., Baker, A. B., Flores, T., Gray, W. E., Green, G., ... Salma, K. M. (2017). Rodeo cowboys: Conforming to masculine norms. *Journal of Rural Mental Health*, 38, 20–35. <http://doi.org/10.1037/rmh0000008>
- Heart and Stroke Foundation of Canada. (2018). *How to increase your lung health [Brochure]*. Author.
- Merriam-Webster's collegiate dictionary* (15th ed.). (2015). Merriam-Webster.
- Statistics Canada. (2008). *Aboriginal peoples in Canada in 2006: Inuit, Métis, First Nations, 2006 census*. (Catalogue number 97558XIE2006001). <http://www12.statcan.ca/censusrecensement/2006/assa/97558/indexeng.cfm?CFID=3480264&CFTOKEN=92888761>
- Trapper, F. D., & Smith, E. (2014a). Nursing in the emergency department. *ORNJ*, 34, 432-440. <http://doi.org/.S334004/FR30213.012>
- Trapper, F. D., & Smith, E. (2014b). When nurses call a code. *Canadian Nurse*, 34(2), 23-30.

### Example 2:

## References

Bold but not underlined

Brownlie, D. (2015). Toward effective poster presentations: An annotated bibliography. *European Journal of Marketing*, 41, 1245-1283. <https://doi.org/10.1108/03090560710821161>

Article from Online Journal with DOI / without DOI

Coolidge, M. B., & Shapka, J. (2012). Playing with technology: Mother-toddler interaction. *Journal of Applied Development Psychology*, 33(5), 211-218. <http://www.cac.psu.edu/jbe/twocont.html>

Darker-Pope, T. (2013, May 6). Psychiatry handbook linked to drug industry. *The New York Times*. <http://well.blogs.nytimes.com>

Newspaper Article

Feminism. (n.d.). In *Encyclopaedia Britannica online*. <http://www.britannica.com/EBchecked/topic/724633/feminism>

Online Encyclopedia

Heart and Stroke Foundation of Canada. (2015). About us. <http://www.heartandstroke.com/site/c.iKIOLeMWJtE/b.647/k.BF8B/Home.htm>

Corporate Author

Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., Harlow, T., & Bach, J. S. (2012). There's more to self-esteem than whether it is high or low: Importance of stability of self-esteem. *Journal of Personality and Social Psychology*, 65, 1190-1204.

Three to 20 Authors

Miller, F. H., Choi, M.J., Angeli, L.L., Harland, A.A., Stamos, J.A., Thomas, S.T., Kernis, M. H., Cornell, D. P., Sun, C. R., Berry, A., Harlow, T., Bach, J. S., Miller, F. H., Choi, M.J., Angeli, L.L., Harland, A.A., Stamos, J.A., Thomas, S.T., Kernis ... Rubin, L.H. (2015). Web site usability for nursing the blind and low-vision user. *Technical Communication*, 57, 323 – 335.

More than 20 Authors

Perndt, T. J. (2012a). Age changes and changes over time in prosocial intentions and behavior between friends. *Nursing Psychology*, 17, 408-416.

Same Author – Same Year

Perndt, T. J. (2012b). Effects of friendship on prosocial intentions and behavior. *Child Development*, 52, 636-643.

Strand, J. M., & Egan, J. (2010). Men's and women's gender role journeys: Metaphor for healing, transition, and transformation. In B. R. Wainrib (ed.), *Gender issues across the life cycle* (pp. 107-123). Springer.

Chapter in Edited Book

Taylor, H. F. (2009). Fundamentals for preparing psychology journal articles. *Journal of Comparative and Physiological Psychology*, 55, 893-896. <http://doi.org/10.1037/0278-61>

Article with Continuous Pagination

University of Toronto. (2015). *Family and community medicine: Largest family training centre in North America*. Toronto, ON: Author.

Publisher also Author

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**Note:** E-mails, interviews, telephone conversations, etc. are **not included** in the list of references, though you parenthetically cite them in your main text: (E. Robbins, personal communication, January 4, 2001).

## Tips for Reference Page

**APA is a complex system of citation, which is difficult to keep in mind. When compiling the reference list, the strategy below might be useful:**

- Identify a type source: Is it a book? A journal article? A webpage?
- “Mirror” samples of citing a type of source in your *APA Manual*:
- You don’t need to include Publisher locations, or where the article was retrieved from unless a specific date is needed
  - Include the website name if it is different than the author
- All in-text citations should appear on your reference list; all entries on your reference list should appear within your paper
- **When there are more than 20 authors, in the reference list, write the first 19 then use ... and write the last author.**

## Resources

American Psychological Association <http://www.apa.org/>

The Owl at Purdue <http://owl.english.purdue.edu/owl/resource/560/01/>

The Centre for Nursing Studies <http://www.centrefornursingstudies.ca>

Click: Library

Click: APA and Other Resources

When you have applied these APA guidelines to your paper and are not sure of a particular application come see Jon or Karen.

Karen Hutchens, Library; 777-8194; karen.hutchens@mun.ca

OR

Jon Garland, Computer Lab; 777-8194; jgarland01@mun.ca





# How to Write Citations and Bibliographies in APA Style

**Adapted from:** American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-000>

## Overview

**Text citations:** When information is quoted or referred to in a paper, a text citation is used to identify the source of the information. Text citations briefly identify the source and allow the reader to locate the full citation in your reference list. ***Remember that direct quotes require page numbers.***

**Reference List:** A reference list is a list of works quoted or referred to in the paper (while a bibliography provides the reader with further material worth consulting). The reference list, and, if included, the bibliography, is arranged in alphabetical order by the surname of the first author, or by title, if there is no author.

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This guide contains examples of common APA Style references. Section numbers indicate where to find the examples in the *Publication Manual of the American Psychological Association* (7th ed.).

For more information on references and reference examples, see Chapters 9 and 10 of the *Publication Manual*. Also see the [Reference Examples](#) pages on the APA Style website.

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### Journal Article (Section 10.1)

Lachner, A., Backfisch, I., Hoogerheide, V., van Gog, T., Lachner, A., Backfisch, I., Hoogerheide, V., van Gog, T., & Renkl, A. (2020). Timing matters! Explaining between study phases enhances students' learning. *Journal of Educational Psychology*, 112(4), 841–853.

<https://doi.org/10.1037/edu0000396>

**In text:** (Lachner et al., 2020) **OR** Lachner et al. (2020)

### Online Magazine Article (Section 10.1)

Gander, K. (2020, April 29). COVID-19 vaccine being developed in Australia raises antibodies to neutralize virus in pre-clinical tests. *Newsweek*. <https://www.ntnewsweek.com/australia-covid-19vaccine-neutralize-virus-1500849>

**In text:** (Gander, 2020) **OR** Gander (2020)

**Print Magazine Article (Section 10.1)**

Nicholl, K. (2020, May). A royal spark. *Vanity Fair*, 62(5), 56–65, 100.

**In text:** (Nicholl, 2020) **OR** Nicholl (2020)

**Online Newspaper Article (Section 10.1)**

Roberts, S. (2020, April 9). Early string ties us to Neanderthals. *The New York Times*.

<https://www.nytimes.com/2020/04/09/science/neanderthals-fiber-string-math.html>

**In text:** (Roberts, 2020) **OR** Roberts (2020)

**Print Newspaper Article (Section 10.1)**

Reynolds, G. (2019, April 9). Different strokes for athletic hearts. *The New York Times*, D4.

**In text:** (Reynolds, 2019) **OR** Reynolds (2019)

**Blog Post (Section 10.1)**

Rutledge, P. (2019, March 11). The upside of social media. *The Media Psychology Blog*.

<http://www.pamelarutledge.com/2019/03/11/the-upside-of-social-media>

**In text:** (Rutledge, 2019) **OR** Rutledge (2019)

**Authored Book (Section 10.2)**

Kaufman, K. A., Glass, C. R., & Pineau, T. R. (2018). *Mindful sport performance enhancement: Mental training for athletes and coaches*. American Psychological Association.

<https://doi.org/10.1037/0000048-000>

**In text:** (Kaufman & Pineau, 2018) **OR** Kaufman and Pineau (2018)

**Edited Book Chapter (Section 10.3)**

Zelege, W. A., Hughes, T. L., & Drozda, N. (2020). Home–school collaboration to promote mind–body health. In C. Maykel & M. A. Bray (Eds.), *Applying psychology in the schools. Promoting mind–body health in schools: Interventions for mental health professionals* (pp. 11–26). American Psychological Association. <https://doi.org/10.1037/0000157-002>

**In text:** (Zelege et al., 2020) **OR** Zelege et al. (2020)

### Online Dictionary Entry (Section 10.3)

American Psychological Association. (n.d.). Internet addiction. In *APA dictionary of psychology*. Retrieved April 24, 2020, from <https://dictionary.apa.org/internet-addiction>

**1<sup>st</sup> in text:** (American Psychological Association [APA], n.d.) **OR** American Psychological Association (APA, n.d.)

**Every time after in text:** (APA, n.d.) **OR** APA (n.d.)

### Report by a Group Author (Section 10.4)

World Health Organization. (2014). *Comprehensive implementation plan on maternal, infant and young child nutrition*.

[https://apps.who.int/iris/bitstream/handle/10665/113048/WHO\\_NMH\\_NHD\\_14.1\\_eng.pdf?ua=1](https://apps.who.int/iris/bitstream/handle/10665/113048/WHO_NMH_NHD_14.1_eng.pdf?ua=1)

**1<sup>st</sup> In text:** (World Health Organization [WHO], 2014) **OR** World Health Organization (WHO, 2020)

**Every time after in text:** (WHO, 2014) **OR** WHO (2014)

### Report by Individual Authors (Section 10.4)

Winthrop, R., Ziegler, L., Handa, R., & Fakoya, F. (2019). *How playful learning can help leapfrog progress in education*. Center for Universal Education at Brookings. [https://www.brookings.edu/wp-content/uploads/2019/04/how\\_playful\\_learning\\_can\\_help\\_leapfrog\\_progress\\_in\\_education.pdf](https://www.brookings.edu/wp-content/uploads/2019/04/how_playful_learning_can_help_leapfrog_progress_in_education.pdf)

**In text:** (Winthrop et al., 2019) **OR** Winthrop et al. (2019)

### Press Release (Section 10.4)

American Psychological Association. (2020, March 2). *APA reaffirms psychologists' role in combating climate change* [Press release].

<https://www.apa.org/news/press/releases/2020/03/combatingclimate-change>

**1<sup>st</sup> in text:** (American Psychological Association [APA], 2020) **OR** American Psychological Association (APA, 2020)

**Every time after in text:** (APA, 2020) **OR** APA (2020)

### **Conference Session (Section 10.5)**

Davidson, R. J. (2019, August 8–11). *Well-being is a skill* [Conference session]. APA 2019 Convention, Chicago, IL, United States. [https://irp-cdn.multiscreensite.com/a5ea5d51/files/uploaded/APA2019\\_Program\\_190708.pdf](https://irp-cdn.multiscreensite.com/a5ea5d51/files/uploaded/APA2019_Program_190708.pdf)

**In text:** (Davidson, 2019) **OR** Davidson (2019)

### **Dissertation From a Database (Section 10.6)**

Horvath-Plyman, M. (2018). *Social media and the college student journey: An examination of how social media use impacts social capital and affects college choice, access, and transition* (Publication No. 10937367) [Doctoral dissertation, New York University]. ProQuest Dissertations and Theses Global.

**In text:** (Horvath-Plyman, 2018) **OR** Horvath-Plyman (2018)

### **Preprint Article (Section 10.8)**

Latimier, A., Peyre, H., & Ramus, F. (2020). *A meta-analytic review of the benefit of spacing out retrieval practice episodes on retention*. PsyArXiv. <https://psyarxiv.com/kzy7u/>

**In text:** (Latimier et al., 2020) **OR** Latimier (2020)

### **Data Set (Section 10.9)**

O'Donohue, W. (2017). *Content analysis of undergraduate psychology textbooks* (ICPSR 21600; Version V1) [Data set]. Inter-university Consortium for Political and Social Research. <https://doi.org/10.3886/ICPSR36966.v1>

**In text:** (O'Donohue, 2017) **OR** O'Donohue (2017)

### **Film or Video (Section 10.12)**

Doctor, P., & Del Carmen, R. (Directors). (2015). *Inside out* [Film]. Walt Disney Pictures; Pixar Animation Studios.

**In text:** (Doctor & Del Carmen, 2015) **OR** Doctor and Del Carmen (2015)

**TV Series Episode (Section 10.12)**

Dippold, K. (Writer), & Trim, M. (Director). (2011, April 14). Fancy party (Season 3, Episode 9) [TV series episode]. In G. Daniels, H. Klein, D. Miner, & M. Schur (Executive Producers), *Parks and recreation*. Deedle-Dee Productions; 3 Arts Entertainment; Universal Media Studios.

**In text:** (Dippold & Trim, 2011) **OR** Dippold and Trim (2011)

**Webinar (Section 10.12)**

Kamin, H. S., Lee, C. L., & McAdoo, T. L. (2020). *Creating references using seventh edition APA Style* [Webinar]. American Psychological Association. <https://apastyle.apa.org/instructional-aids/tutorialswebinars>

**In text:** (Kamin et al., 2018) **OR** Kamin et al. (2018)

**YouTube Video (Section 10.12)**

Above The Noise. (2017, October 18). *Can procrastination be a good thing?* [Video]. YouTube. <https://www.youtube.com/watch?v=FQMwmBNNOnQ>

**In text:** (Above The Noise, 2017) **OR** Above The Noise (2017)

**Song or Track (Section 10.13)**

Nirvana. (1991). Smells like teen spirit [Song]. On *Nevermind*. DGC.

**In text:** (Nirvana, 1991) **OR** Nirvana (1991)

**Radio Broadcast (Section 10.13)**

Hersher, R. (2020, March 19). *Spring starts today all over America, which is weird* [Radio broadcast]. NPR. <https://www.npr.org/2020/03/19/817237429/spring-starts-today-all-over-america-which-is-weird>

**In text:** (Hersher, 2020) **OR** Hersher (2020)

**Podcast Episode (Section 10.13)**

Santos, L. (Host). (n.d.). Psychopaths and superheroes (No. 1) [Audio podcast episode]. In *The happiness lab with Dr. Laurie Santos*. Pushkin Industries. <https://www.happinesslab.fm/season-2-episodes/episode-1>

**In text:** (Santos, n.d.) **OR** Santos (n.d.)

### **Infographic (Section 10.14)**

American Psychological Association. (n.d.). *Data sharing* [Infographic].

<https://www.apa.org/pubs/journals/data-sharing-infographic.pdf>

**1<sup>st</sup> in text:** (American Psychological Association [APA], 2020) **OR** American Psychological Association (APA, 2020)

**Every time after in text:** (APA, 2020) **OR** APA (2020)

### **PowerPoint or Lecture notes From a Classroom Website (Section 10.14)**

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

[PowerPoint slides]. Canvas@FNU. <https://fnu.onelogin.com/login>

**In text:** (Mack & Spake, 2018) **OR** Mack and Spake (2018)

### **Tweet (Section 10.15)**

Obama, B. [@BarackObama]. (2020, April 7). *It's World Health Day, and we owe a profound debt of*

*gratitude to all our medical professionals. They're still giving* [Tweet]. Twitter. <https://twitter.com/BarackObama/status/1247555328365023238>

**In text:** (Obama, 2020) **OR** Obama (2020)

### **Open Educational Resource (Section 10.16)**

Fagan, J. (2019, March 25). *Nursing clinical brain*. OER Commons. Retrieved January 7, 2020, from

<https://www.oercommons.org/authoring/53029-nursing-clinical-brain/view>

**In text:** (Fagan, 2019) **OR** Fagan (2019)

### **Webpage (Section 10.16)**

Chandler, N. (2020, April 9). *What's the difference between Sasquatch and Bigfoot?* howstuffworks.

<https://science.howstuffworks.com/science-vs-myth/strange-creatures/sasquatch-bigfoot-difference.htm>

**In text:** (Chandler, 2020) **OR** Chandler (2020)

### Webpage on a News Website (Section 10.16)

Machado, J., & Turner, K. (2020, March 7). *The future of feminism*. Vox. <https://www.vox.com/identities/2020/3/7/21163193/international-womens-day-2020>

**In text:** (Machado & Turner, 2020) **OR** Machado and Turner (2020)

### Webpage With a Retrieval Date (Section 10.16)

Center for Systems Science and Engineering. (2020). *COVID-19 dashboard*. Johns Hopkins University. Retrieved May 6, 2020, from <https://coronavirus.jhu.edu/map.html>

**1<sup>st</sup> in text:** (Center for Systems Science and Engineering [CSSE], 2020) **OR** Center for Systems Science and Engineering (CSSE, 2020)

**Every time after in text:** (CSSE, 2020) **OR** CSSE (2020)

### Personal Communication

Do not include this in the bibliography if the information cannot be retrieved by the reader.

**In text:** (T. Lutes, personal communication, May 6, 2005) **OR** T. Lutes (personal communication, May 6, 2005)

## General Information

If a work has more than 21 authors, write the first 19 in the reference list, followed by an ellipses (...) and then the last author.

**No author:** Place the title in the author position

Oil discovered off Newfoundland. (1982, April 6) *Evening Telegram*, p. A1.

**No title:** Use square brackets to indicate that the "title" is a description of the content, not a true title.

Bordi, F. (1993). [Laboratory results from a study of rats]. Unpublished raw data.

**No date:** If no date is available, write (n.d.).

Deutsch, F. M.(n.d.). *Husbands at home: Survival techniques*. Boston: Scribners.

**No place of publication and/or no publisher:** If there is no place of publication and/or no publisher, write n.p. [Note: APA makes no suggestion for this situation - this is purely our suggestion].

Jones, S.A. (1807). *Lost and Found: The personal memoirs of a born again Christian*. n.p.

**For Media** – Contributors appear in the place of an author. The role of the contributor is added after parenthesis. For example Garland, J. L. (Director)

<b>Media type</b>	<b>Include as author</b>
Film	Director
TV series	Executive producer(s)
Podcast episode	Host of episode
Webinar	Instructor
Online streaming video	Person or group who uploaded the video
Photograph	Photographer