This guide will provide information about:

• Understanding the fundamentals of APA citations, including:
  o Capitalization rules
  o Author formatting
  o Organizing a reference list

• APA citation examples of source types, including:
  o Popular and scholarly sources
  o Audiovisual media

• Tips and examples for citing online sources

• Creating parenthetical, in-text citations, including:
  o Formatting parenthetical citations and block quotes
  o Citing sources with multiple authors and corporate authors
Chapter 1: Citation Fundamentals
pp. 1-3

Chapter 2: Examples of Popular Sources
pp. 4-7

Chapter 3: Web Rules & Citations
pp. 8-10

Chapter 4: Parenthetical Citations
pp. 11-15

Cite your sources at www.easybib.com
Generally, APA citations require some or all of the following bibliographic data:

- Author
- Title
- Publication year
- Publication month and date
- Publisher
- City and state of publication
- Page or paragraph numbers

Contributor Information & Titles

The main contributors to the source, normally the authors, are placed first in the citation. All author names are formatted by last name, followed by the first and middle (if available) initial of the author. If there is more than one author, arrange them in the same order as found in the source. (For more information, see the APA’s Publication Manual, 6th Edition, 6.27)

<table>
<thead>
<tr>
<th>One author</th>
<th>Last, F. M.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two authors</td>
<td>Last, F. M., &amp; Last, F. M.</td>
</tr>
<tr>
<td>Three to seven authors</td>
<td>Last, F. M., Last, F. M., &amp; Last, F. M.</td>
</tr>
<tr>
<td>Seven or more authors</td>
<td>Last, F. M., Last, F. M., Last, F. M., Last, F. M., Last, F. M., Last, F. M., Last, F. M., . . . Last, F. M.</td>
</tr>
</tbody>
</table>

*For sources with 7+ authors: list the first six authors, insert ellipses, then insert the last author listed in the source.

Sometimes there are other contributors to a work, such as an editor. If there is an editor but no author, place the editor’s name in the author’s position of the citation and add “(Ed.)” or “(Eds.)” after the last editor’s name.

| Editor, no author       | Editor, F. M., & Editor, F. M. (Eds.). (Year). Title of work. Location: Publisher. |

For works with an author and an editor – such as an article in an edited anthology – place the editor’s name(s), uninveted, before the source’s title. Note: The name(s) should be preceded by “In” and followed by the source title.

| Author and editor       | Author, F. M. (Year). Title of chapter. In F. M. Editor (Ed.), Title of work (pp. xx-xx). Location: Publisher. |

Do not include author credentials (e.g., Ph.D, M.D.) in your citations.
Organizing Your Bibliography

Arrange citation entries in a reference list alphabetically by author’s last name.

Chan, D.
Gover, E.
Kalita, R.
Parekh, R.
Selleck, A. C.

Multiple works by different authors with the same last name should be alphabetized by the author’s first initial:

Kessman, J.
Kessman, R.

If a work is authored by a group or corporation, alphabetize it by the first main word in the group’s name.

Alberto, A.
Association of National Advertisers.
Covert, K.
Ikemoto, W.

Capitalization Rules

Capitalization in APA style varies based on the source you are citing.

Article or chapter titles:
• Capitalize the first letter of the first word of the title and any subtitles after a colon, as well as the first letter of any proper nouns.

Journal, newspaper or magazine titles (periodical works):
• Include the entire title in uppercase and lowercase letters.
• Italicize the title.

Book or report titles (nonperiodical works):
• Capitalize the first word in the title and subtitle, and any proper nouns.
• Italicize the title.
• If the work includes an edition or volume number, include it in parentheses after the title.
APA Examples of Popular Sources
# APA Examples of Popular Sources

## Book

<table>
<thead>
<tr>
<th>APA</th>
<th>Author, F. M. (Year of publication). <em>Book title: Subtitle</em>. City, State: Publisher.</th>
</tr>
</thead>
</table>

## Chapter/Anthology

<table>
<thead>
<tr>
<th>APA</th>
<th>Author, F. M. (Year of publication). Title of chapter. In F. M. Editor (Ed.), <em>Title of book</em> (pp. xx-xx). Location: Publisher.</th>
</tr>
</thead>
</table>

## Magazine

|-----|-----------------------------------------------------------------------------------------------|

## Newspaper

|-----|------------------------------------------------------------------------------------------|
### APA Examples of Popular Sources

**Journal (online)**

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><em>Database name and retrieval date are not required in APA journal article citations.</em></td>
</tr>
</tbody>
</table>

**Journal (print)**

|-----|----------------------------------------------------------------------------------------------------------------------------------|

**Website**

<table>
<thead>
<tr>
<th>APA</th>
<th>Author, F. M. (Year, month date of publication). Article title. Retrieved from URL</th>
</tr>
</thead>
</table>

**TV/Radio Show**

<table>
<thead>
<tr>
<th>APA</th>
<th>Writer, F. M. (Writer), &amp; Director, F. M. (Director). (Year of airing). Episode title [Television series episode]. In F. M. Producer (Executive producer), <em>TV series name</em>. City, State of original channel: Channel.</th>
</tr>
</thead>
</table>
# APA Examples of Popular Sources

## Film

|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Audio recording

<table>
<thead>
<tr>
<th>APA</th>
<th>Songwriter, F. M. (Copyright year). Song title [Recorded by F. M. Last (performer’s name)]. On <em>Album title</em> [Medium of recording]. City, State of label: Record label name.</th>
</tr>
</thead>
</table>

*If the songwriter and performer are the same person, leave out the bracketed data [Recorded by ____] following the song title.

## Online lecture slides

<table>
<thead>
<tr>
<th>APA</th>
<th>Author, F. M. (Publication year). <em>Name or title of lecture</em> [file format]. Retrieved from URL</th>
</tr>
</thead>
</table>

## Thesis/dissertation

|-----|--------------------------------------------------------------------------------------------------------------------------------------------------|
APA Web Rules
APA provides citation formats for many different source types found on the web, such as online newspapers, encyclopedias and blogs.

Here are some tips for citing sources you find on the web:

All sources
- Only include retrieval date information if the source’s information is likely to change (i.e., wikis).
  - Format it as follows: Retrieved Month Date, Year, from http://xxxxx
- If a URL runs across multiple lines of text in the citation, break the URL off before punctuation (e.g., periods, forward slashes) – except http://.

Journal/newspaper articles
- Include the DOI (digital object identifier) in the citation.
  - Format it as follows: doi:xxxxx
- If no DOI is provided, include the URL of the homepage for the journal that published the article.
  - Format it as follows: Retrieved from http://www.xxxxx
- Do not include database information.

*Note: Purdue OWL includes database information, but the APA Publication Manual (6th ed.) does not. Check with your instructor to see if they require database and/or retrieval information.

General websites
- If the source is not easily identified as an online:
  - Periodical
  - Book/chapter
  - Reference work
  - Government document
  - Conference paper/proceeding
  - Thesis/dissertation
  - Review
  - Audiovisual media
  - Internet message board/mailing list post
  - Blog post
  - Software, data set, training video
  - Informally published work

  ...cite it as a general website.

- For example, websites like TechCrunch and Gizmodo regularly publish articles, but are considered neither a blog, nor an online newspaper. These would be general websites.

- Only include retrieval date information if the source is likely to change over time (i.e., wikis).
  - Format it as follows: Retrieved Month Date, Year, from http://xxxxx
Examples of citations for a/an:

**General website article with an author**


**General website article with no author**


*Include the retrieval date and URL if the information on the site may change (this website includes information about laws, which can change over time).*

**Online newspaper article**


*Include the homepage URL of the online newspaper at the end of your citation.*

**Journal article (found in a database or elsewhere online)**


**Online encyclopedia article**


**Blog post**

APA Examples of Popular Sources

APA Parenthetical Citations
APA Parenthetical Citations

Why we include parenthetical/in-text citations

Researchers include brief parenthetical citations in their writing to acknowledge references to other people’s work. Generally, APA parenthetical citations include the last name of the author and year of publication. Page numbers are also included when citing a direct quote.

If some of this information is included in the body of the sentence, exclude it from the parenthetical citation. In-text citations typically appear at the end of the sentence, between the last word and the period.

Parenthetical citation without author’s name in the text:

Harlem had many artists and musicians in the late 1920s (Belafonte, 2008).

Parenthetical citation when author is mentioned in the text:

According to Belafonte, Harlem was full of artists and musicians in the late 1920s (2008).

Parenthetical citations with multiple authors

Works with two authors:

- Include both names, separated by an ampersand (&).

Rallying to restore sanity was a revolutionary undertaking (Stewart & Colbert, 2010).

Works with three to five authors:

- Include all names in the first in-text parenthetical citation, separated by commas and then an ampersand (&).
- For all subsequent in-text parenthetical citations, include only the first author, followed by “et al.” and publication year if it is the first citation in a paragraph.

First in-text parenthetical citation:

Rallying to restore sanity was a revolutionary undertaking (Stewart, Colbert, & Oliver, 2010).

All subsequent in-text parenthetical citations:

The event resulted in thousands of participants flocking to the National Mall in support of the cause (Stewart et al. 2010).

Continued...
APA Parenthetical Citations

Works with six or more authors:
• Include only the last name of the first author, followed by “et al.” and publication year in all parenthetical citations.

The study did not come to any definitive conclusions (Rothschild et al., 2013).

Citing sources without an author
If a work has no author, include the first few words of the bibliography entry (in many cases, the title) and the year.

• Use double quotations around the titles of articles, chapters and/or websites

Statistics confirm that the trend is rising (“New Data,” 2013).  
*Note: Unlike in your reference list, parenthetical citations of articles, chapters and/or website should have all major words capitalized.

• Italicize the titles of periodicals, books, brochures or reports

The report includes some bleak results (Information Illiteracy in Academia, 2009).

See Table 6.1 in the APA Publication Manual (6th ed.) for more information on formatting parenthetical citations.

Citing part of a work
When citing a specific part of a work, provide the relevant page number or section identifier, such as chapters, tables or equations. Direct quotes should always have page numbers.

One of the most memorable quotes is when he says, “You are going to live a good and long life filled with great and terrible moments that you cannot even imagine yet!” to Augustus (Green, 2012, p. 272).

Continued...
APA Parenthetical Citations

If the source does not include page numbers (such as online sources), you can reference specific parts of the work by referencing the:

- Paragraph number (if given) with the abbreviation “para. xx”

  He quickly learned that pandas were not considered good pets (Chan, 2011, para. 3).

- Section or heading and the number of the paragraph in which the information is found
  - For lengthy headings, use the first few words of the title in the parenthetical citation

  The sample population included both red and giant pandas (Chan, 2011, Methodology section, para. 1).

Citing groups or corporate authors

Corporations, government agencies and associations can be considered the author of a source when no specific author is given.

Write out the full name of the group in all parenthetical citations:

The May 2011 study focused on percentages of tax money that goes to imprisonment over education funding (National Association for the Advancement of Colored People, 2011).

However, you may abbreviate the group name if the group’s name is lengthy and it is a commonly recognized abbreviation in all subsequent parenthetical citations:

The report found that over a half billion of taxpayer dollars went to imprison residents “from 24 of New York City’s approximately 200 neighborhoods” (NAACP, 2011, pp. 2).

Citing classical works

For classical sources, such as ancient Greek works, cite the year of the translation or version used. Precede this information with “trans.” or “version,” respectively.

(Homer, trans. 1998).

Continued...
APA Parenthetical Citations

When citing specific content from these sources, include the paragraph/line numbers that are used in classical works. This information is consistent across versions/editions, and is the easiest way to locate direct quotes from classical works.

The Bible extols the virtues of love; “Love is patient, love is kind. It does not envy, it does not boast, it is not proud” (1 Cor. 13:4 New International Version).

Remember, you do not need to create formal citations in your reference list for classical works.

Citing and formatting block quotes

When directly quoting information from sources in your writing, you may need to format it differently depending on how many words are used.

If a quote runs on for more than 40 words:
• Start the direct quotation on a new line
• Indent the text roughly half an inch from the left margin
  o If there are multiple paragraphs in the quotation, indent them an extra half inch
• Remove any quotation marks
• Double-space the text
• Add the parenthetical citation after the final sentence

…here is some text from the book that clearly defines early on in the novel:

He smiled understandingly—much more than understandingly. It was one of those rare smiles with a quality of eternal reassurance in it, that you may come across four or five times in life. It faced—or seemed to face—the whole eternal world for an instant, and then concentrated on you with an irresistible prejudice in your favor. (Fitzgerald, 2012, p. 44)
APA Visual Guides
Part 1
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2 Journal articles
   pp. 5-6

3 Newspapers
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4 Reports
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5 Scholarly projects
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5 Online lecture notes
   pp. 14

7 Encyclopedias
   pp. 15

8 Religious/classical works
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This guide will provide visual examples of citing the following in APA style:

• Books
• Journal articles
• Newspapers
• Reports
• Scholarly projects (theses/dissertations)
• Lecture notes
• Encyclopedia entries
• Religious/classical works

Be sure to check out Part 2, which provides visual guides for citing multimedia and electronic source types.
Citing a book in print

**Structure:**
Author, F. M. (Year of publication). *Title of work*. Publisher City, State: Publisher.

**Title Page**
Much of the information you need to create a print book citation can be found on the title page.

The title page is found within the first couple of pages of the book.

**Citation:**

*Capitalize the first letter of the first word of the title and any subtitles (the first word that follows a colon), as well as the first letter of any proper nouns. See our APA Citation Basics guide or the APA Publication Manual for more information.*
Citing an e-book found in a database

*Some e-books may be available online through your library’s databases or catalog.

Structure:

Citation:
Citing an e-book from an e-reader (Kindle, iPad, nook, etc.)

Structure:

Citation:
Citing a journal article found online (in a database or elsewhere)

Structure:

*Database information and retrieval date are not required in APA journal article citations.

Citation:

*If no DOI is listed, use the periodical’s homepage URL (e.g., Retrieved from http://onlinelibrary.wiley.com/journal/10.1002/(ISSN)1936-2706).
Citing a journal article found in print

Structure:

Citation:
Citing a newspaper in print

**Structure:**
Author, F. M. (Year, Month Date of publication). Article title. *Newspaper Title*, pp. xx-xx.

*If the article is printed on discontinuous pages, list all of the page numbers/ranges and separate them with a comma. (e.g., pp. C2, C4, C7-9.)*

**Citation:**
Citing an online newspaper

Structure:
Author, F. M. (Year, Month Date of publication). Article title. *Newspaper Title*. Retrieved from newspaper homepage URL

Citation:

*Use the URL of the newspaper’s home page to avoid broken links.*
Tips for Citing Online Newspaper Articles

• You do not need to include retrieval information (e.g., date of access) in APA citations for electronic resources.

• If you found a newspaper article through an online database (e.g., EBSCO’s Academic Search Complete), you do not need to include that information in the citation, either.

• If a URL runs across multiple lines of text in the citation, break the URL off before punctuation (e.g., periods, forward slashes) – *except* http://.

• When you use a bibliography tool like EasyBib to help you with your citations, make sure you are citing a *newspaper article* – not a website!
Citing an online report

Structure:

*If the agency is identified as the author, do not include it in the retrieval information.

Citation:

*Since no report number was identified, it was not included in the citation.*
Citing a print report

**Structure:**

*If no specific author is identified, list the organization behind the report.*

**Cover page**

- **Title of report**
- **Publication year**
- **Organization** (no author listed)

**Acknowledgements page**

- **Publisher**
- **Publisher city/state**

**Citation:**

*Since no report number was identified, it was not included in the citation.*
Citing a scholarly project (thesis, dissertation, etc.) from a database

Structure:

Title of dissertation

Media Epidemics: Viral Structures in Literature and New Media

Authors: Knight, Kimberly Anne


Peer Reviewed: No

ISSN: 0419-4209

Accession Number: 2013420395

Database: MLA International Bibliography

Citation:
Citing a scholarly project (thesis, dissertation, etc.) from a website

Structure:

*In this case, the URL runs across two lines. When this happens, break the URL after a forward slash or other punctuation.*
Citing online lecture notes or presentation slides

Structure:
Author, F. M. (Publication year). Name or title of lecture [file format]. Retrieved from URL

*If you are citing a classroom presentation, include the same data except the retrieval information.

Title Slide of Lecture

Citation:
Citing an encyclopedia entry in print

Structure:

*Tertiary sources are not typically appropriate for research papers. Check with your instructor.

First Page of the Article

Citation:
Take note!
Classical religious texts, like the Bible, do not require a citation in the reference list in APA style. However, you must include an in-text citation anytime you reference these texts in your writing.

In-text Citations
- When quoting or paraphrasing specific excerpts from the text, include the “relevant names and/or numbers of chapters/verses/lines” in your in-text citation (Lee, 2009).

In-text citation:
The Bible extols the virtues of love; “Love is patient, love is kind. It does not envy, it does not boast, it is not proud” (1 Cor. 13:4 New International Version).

Remember, you only need to cite the version of the Bible used in the first general reference to or in-text citation of the source. In all other instances, leave it out.

APA Visual Guides

Part 2
1. Blogs  
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2. Musical recordings  
   pp. 3

3. Films  
   pp. 4

4. TV/radio programs  
   pp. 5

5. Online dictionary entries  
   pp. 6

6. Websites  
   pp. 7-8
This guide will provide visual examples of citing the following in APA style:

- Blogs
- Musical recordings
- Films
- Television and radio programs
- Online dictionary entries
- Websites

Be sure to check out Part 1, which provides additional visual guides for citing different source types.
Citing a blog or podcast

Structure:
Author, F. M. (Year, Month, Date of post). Title of blog post [Web log post]. Retrieved from URL of blog post

*Note: If a full name is not given, use the author’s screen name or handle instead.

Blog Post

Citation:
### Citing a musical recording

**Structure:**
Songwriter F. M. (Copyright year). Song title [Recorded by F. M. Last (performer’s name/musical group)]. On *Album title* [Medium of recording]. City, State of label: Record label name.

*If the songwriter and performer are the same person, leave out the bracketed data [Recorded by _______] following the song title.*

**Citation:**

*In-text citations, include band or track numbers (Turner, 2013, track 1).*
Citing a motion picture

Structure:

*If you cannot locate certain bibliographic data from the film’s cover, consult IMDB.com or a similar website.

Citation:
Citing an episode from TV or radio show

Structure:
Writer, F. M. (Writer), & Director, F. M. (Director). (Year of airing). Episode title [Television series episode]. In F. M. Producer (Executive producer), *TV series name*. City, State of original channel: Channel.

*This information is found in the opening or closing credits of the episode. If you do not have access to the episode when compiling your bibliography, consult IMDB.com or a similar website.

Citation:

*House, M.D. originally aired under Fox Broadcasting, which is headquartered in Los Angeles, CA.*
Here is how you would cite the entry for “food baby” from an online dictionary accessed October 22, 2013:

Citation:
Citing a general website article with an author

**Take note!**

Many sources have APA citation formats for their online versions (e.g., online newspapers, dictionaries and encyclopedias). Check out our other guides or the APA Publication Manual (6th ed.) first to see if there is a citation for a specific source type in an online format.

**Structure:**

Author, F. M. (Year, Month Date of publication). *Article title*. Retrieved from URL

*Only include the retrieval date if the content is likely to change over time (such as wikis). If necessary, include the retrieval month date, year, (in that order) between “Retrieved” and “from URL” in the last segment of the citation.

**When a website does not have an article title, replace it in the citation with the website title.

**Citation:**

T ake note!
Many sources have APA citation formats for their online versions (e.g., online newspapers, dictionaries and encyclopedias). Check our other guides, or the APA Publication Manual (6th ed.) first to see if there is a citation for citing a specific source type in an online format.

Structure:
*Article title.* (Year, Month Date of publication). Retrieved from URL

*Only include the retrieval date if the content is likely to change over time (such as this example, which includes information about Indian laws and customs). If necessary, include the retrieval month date, year, (in that order) between “Retrieved” and “from URL” in the last segment of the citation.

**When a website does not have an article title, replace it in the citation with the website title.

Citation: