APA Citation Reference

Professional Communications OER: Writing

Formatting Cited Material: The Basics

As noted in the eTextbook, in-text citations usually provide the name of the author(s) and the year the source was published. For direct quotations, the page number must also be included. Use past-tense verbs when introducing a quote—“Smith found...” and not “Smith finds....”

Formatting Brief Quotations

For brief quotations—fewer than forty words—use quotation marks to indicate where the quoted material begins and ends, and cite the name of the author(s), the year of publication, and the page number where the quotation appears in your source. Remember to include commas to separate elements within the parenthetical citation. Also, avoid redundancy. If you name the author(s) in your sentence, do not repeat the name(s) in your parenthetical citation. Review following the examples of different ways to cite direct quotations.

Example:
Chang (2008) emphasized that “engaging in weight-bearing exercise consistently is one of the single best things women can do to maintain good health” (p. 49).

The author’s name can be included in the body of the sentence or in the parenthetical citation. Note that when a parenthetical citation appears at the end of the sentence, it comes after the closing quotation marks and before the period. The elements within parentheses are separated by commas.

**Example:**

*Weight Training for Women* (Chang, 2008) claimed that “engaging in weight-bearing exercise consistently is one of the single best things women can do to maintain good health” (p. 49).

*Weight Training for Women* claimed that “engaging in weight-bearing exercise consistently is one of the single best things women can do to maintain good health” (Chang, 2008, p. 49).

Including the title of a source is optional.
Example:

In Chang’s 2008 text *Weight Training for Women*, she asserts, “Engaging in weight-bearing exercise is one of the single best things women can do to maintain good health” (p. 49).

The author’s name, the date, and the title may appear in the body of the text. Include the page number in the parenthetical citation. Also, notice the use of the verb *asserts* to introduce the direct quotation.

Example:

“Engaging in weight-bearing exercise,” Chang asserts, “is one of the single best things women can do to maintain good health” (2008, p. 49).

You may begin a sentence with the direct quotation and add the author’s name and a strong verb before continuing the quotation.

**Formatting Paraphrased and Summarized Material**

When you paraphrase or summarize ideas from a source, you follow the same guidelines previously provided, except that you are not required to provide the page number where the ideas are located. If you are summing up the main findings of a
research article, simply providing the author’s name and publication year may suffice, but if you are paraphrasing a more specific idea, consider including the page number. Read the following examples.

**Example:**

Chang (2008) pointed out that weight-bearing exercise has many potential benefits for women.

Here, the writer is summarizing a major idea that recurs throughout the source material. No page reference is needed.

**Example:**

Chang (2008) found that weight-bearing exercise could help women maintain or even increase bone density through middle age and beyond, reducing the likelihood that they will develop osteoporosis in later life (p. 86).

Although the writer is not directly quoting the source, this passage paraphrases a specific detail, so the writer chose to include the page number where the information is located.
Formatting Longer Quotations

When you quote a longer passage from a source—forty words or more—use a different format to set off the quoted material. Instead of using quotation marks, create a block quotation by starting the quotation on a new line and indented five spaces from the margin. Note that in this case, the parenthetical citation comes after the period that ends the sentence. Here is an example:

Example:

In recent years, many writers within the fitness industry have emphasized the ways in which women can benefit from weight-bearing exercise, such as weightlifting, karate, dancing, stair climbing, hiking, and jogging. Chang (2008) found that engaging in weight-bearing exercise regularly significantly reduces women's risk of developing osteoporosis. Additionally, these exercises help women maintain muscle mass and overall strength, and many common forms of weight-bearing exercise, such as brisk walking or stair climbing, also provide noticeable cardiovascular benefits. (p. 93)

If you are quoting a passage that continues into a second paragraph, indent five spaces again in the first line of the second paragraph. Here is an example:

Example:
In recent years, many writers within the fitness industry have emphasized the ways in which women can benefit from weight-bearing exercise, such as weightlifting, karate, dancing, stair climbing, hiking, and jogging. Chang (2008) found that engaging in weight-bearing exercise regularly significantly reduces women's risk of developing osteoporosis. Additionally, these exercises help women maintain muscle mass and overall strength, and many common forms of weight-bearing exercise, such as brisk walking or stair climbing, also provide noticeable cardiovascular benefits.

It is important to note that swimming cannot be considered a weight-bearing exercise, since the water supports and cushions the swimmer. That doesn’t mean swimming isn’t great exercise, but it should be considered one part of an integrated fitness program. (p. 93)

Be wary of quoting from sources at length. Remember, your ideas should drive the paper, and quotations should be used to support and enhance your points. Make sure any lengthy quotations that you include serve a clear purpose. Generally, no more than 10–15 percent of a paper should consist of quoted material.

**Introducing Cited Material Effectively**

Including an introductory phrase in your text, such as “Jackson wrote” or “Copeland found,” often helps you integrate source material smoothly. This citation technique also helps convey that you are actively engaged with your source material.
Unfortunately, during the process of writing your research paper, it is easy to fall into a rut and use the same few dull verbs repeatedly, such as “Jones said,” “Smith stated,” and so on. Punch up your writing by using strong verbs that help your reader understand how the source material presents ideas. There is a world of difference between an author who “suggests” and one who “claims,” one who “questions” and one who “criticizes.” You do not need to consult your thesaurus every time you cite a source, but do think about which verbs will accurately represent the ideas and make your writing more engaging. The following chart shows some possibilities.

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<tr>
<th>Strong Verbs for Introducing Cited Material</th>
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<tbody>
<tr>
<td>ask</td>
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<td>explain</td>
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<td>recommend</td>
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<td>propose</td>
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<td>evaluate</td>
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<td>warn</td>
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</table>

**Writing at Work**

It is important to accurately represent a colleague’s ideas or communications in the workplace. When writing professional or academic papers, be mindful of how the
words you use to describe someone’s tone or ideas carry certain connotations. Do not say a source argues a particular point unless an argument is, in fact, presented. Use lively language, but avoid language that is emotionally charged. Doing so will ensure you have represented your colleague’s words in an authentic and accurate way.

**Formatting In-Text Citations for Other Source Types**

These sections discuss the correct format for various types of in-text citations. Read them through quickly to get a sense of what is covered, and then refer to them again as needed.

This section covers books, articles, and other print sources with one or more authors.

**A Work by One Author**

For a print work with one author, follow the guidelines provided in the eText. Always include the author’s name and year of publication. Include a page reference whenever you quote a source directly.

**Example:**

Chang (2008) emphasized that “engaging in weight-bearing exercise consistently is one of the single best things women can do to maintain good health” (p. 49).

Chang (2008) pointed out that weight-bearing exercise has many potential benefits for women.
Two or More Works by the Same Author

At times, your research may include multiple works by the same author. If the works were published in different years, a standard in-text citation will serve to distinguish them. If you are citing multiple works by the same author published in the same year, include a lowercase letter immediately after the year. Rank the sources in the order they appear in your references section. The source listed first includes an a after the year, the source listed second includes a b, and so on.

Example:

Rodriguez (2009a) criticized the nutrition-supplement industry for making unsubstantiated and sometimes misleading claims about the benefits of taking supplements. Additionally, he warned that consumers frequently do not realize the potential harmful effects of some popular supplements (Rodriguez, 2009b).

Works by Authors with the Same Last Name

If you are citing works by different authors with the same last name, include each author’s initials in your citation, whether you mention them in the text or in parentheses. Do so even if the publication years are different.
Example:

J. S. Williams (2007) believes nutritional supplements can be a useful part of some diet and fitness regimens. C. D. Williams (2008), however, believes these supplements are overrated.

According to two leading researchers, the rate of childhood obesity exceeds the rate of adult obesity (K. Connelley, 2010; O. Connelley, 2010).

Studies from both A. Wright (2007) and C. A. Wright (2008) confirm the benefits of diet and exercise on weight loss.

A Work by Two Authors

When two authors are listed for a given work, include both authors’ names each time you cite the work. If you are citing their names in parentheses, use an ampersand (&) between them. (Use the word and, however, if the names appear in your sentence.)

Example:

As Garrison and Gould (2010) pointed out, “It is never too late to quit smoking. The health risks associated with this habit begin to decrease soon after a smoker quits” (p. 101).
As doctors continue to point out, “It is never too late to quit smoking. The health risks associated with this habit begin to decrease soon after a smoker quits” (Garrison & Gould, 2010, p. 101).

A Work by Three to Five Authors

If the work you are citing has three to five authors, list all the authors’ names the first time you cite the source. In subsequent citations, use the first author’s name followed by the abbreviation et al. (Et al. is short for et alia, the Latin phrase for “and others.”)

Example:


One survey, conducted among 350 smokers aged 18 to 30, included a detailed questionnaire about participants’ motivations for smoking (Henderson, Davidian, & Degler, 2010).

Note that these examples follow the same ampersand conventions as sources with two authors. Again, use the ampersand only when listing authors’ names in parentheses.
Example:

As Henderson et al. (2010) found, some young people, particularly young women, use smoking as a means of appetite suppression.

Disturbingly, some young women use smoking as a means of appetite suppression (Henderson et al., 2010).

Note how the phrase et al. is punctuated. No period comes after et, but al. gets a period because it is an abbreviation for a longer Latin word. In parenthetical references, include a comma after et al. but not before. Remember this rule by mentally translating the citation to English: “Henderson and others, 2010.”

A Work by Six or More Authors

If the work you are citing has six or more authors, list only the first author’s name, followed by et al., in your in-text citations. The other authors’ names will be listed in your references section.

Example:

Researchers have found that outreach work with young people has helped reduce tobacco use in some communities (Costello et al., 2007).
A Work Authored by an Organization

When citing a work that has no individual author(s) but is published by an organization, use the organization’s name in place of the author’s name. Lengthy organization names with well-known abbreviations can be abbreviated. In your first citation, use the full name, followed by the abbreviation in square brackets. Subsequent citations may use the abbreviation only.

Example:

It is possible for a patient to have a small stroke without even realizing it (American Heart Association [AHA], 2010).

Another cause for concern is that even if patients realize that they have had a stroke and need medical attention, they may not know which nearby facilities are best equipped to treat them (AHA, 2010).

A Work with No Listed Author

If no author is listed and the source cannot be attributed to an organization, use the title in place of the author’s name. You may use the full title in your sentence or use the first few words—enough to convey the key ideas—in a parenthetical reference. Follow standard conventions for using italics or quotations marks with titles:

- Use italics for titles of books or reports.
- Use quotation marks for titles of articles or chapters.
Example:


Regular exercise can benefit patients with diabetes (“Living with Diabetes,” 2009).

Rosenhan (1973) had mentally healthy study participants claim to be experiencing hallucinations so they would be admitted to psychiatric hospitals.

A Work Cited within Another Work

To cite a source that is referred to within another secondary source, name the first source in your sentence. Then, in parentheses, use the phrase as cited in and the name of the second source author.

Example:

Rosenhan’s study “On Being Sane in Insane Places” (as cited in Spitzer, 1975) found that psychiatrists diagnosed schizophrenia in people who claimed to be experiencing hallucinations and sought treatment—even though these patients were, in fact, imposters.
Two or More Works Cited in One Reference

At times, you may provide more than one citation in a parenthetical reference, such as when you are discussing related works or studies with similar results. List the citations in the same order they appear in your references section, and separate the citations with a semicolon.

Example:

Some researchers have found serious flaws in the way Rosenhan’s study was conducted (Dawes, 2001; Spitzer, 1975).

Both of these researchers authored works that support the point being made in this sentence, so it makes sense to include both in the same citation.

A Famous Text Published in Multiple Editions

In some cases, you may need to cite an extremely well-known work that has been repeatedly republished or translated. Many works of literature and sacred texts, as well as some classic nonfiction texts, fall into this category. For these works, the original date of publication may be unavailable. If so, include the year of publication or translation for your edition. Refer to specific parts or chapters if you need to cite a specific section. Discuss with your instructor whether he or she would like you to cite page numbers in this particular instance.
Example:

In New Introductory Lectures on Psycho-Analysis, Freud explains that the “manifest content” of a dream—what literally takes place—is separate from its “latent content,” or hidden meaning (trans. 1965, lecture XXIX).

Here, the student is citing a classic work of psychology, originally written in German and later translated to English. Since the book is a collection of Freud’s lectures, the student cites the lecture number rather than a page number.

An Introduction, Foreword, Preface, or Afterword

To cite an introduction, foreword, preface, or afterword, cite the author of the material and the year, following the same format used for other print materials.

Electronic Sources

Whenever possible, cite electronic sources as you would print sources, using the author, the date, and where appropriate, a page number. For some types of electronic sources—for instance, many online articles—this information is easily available. Other times, however, you will need to vary the format to reflect the differences in online media.
Online Sources without Page Numbers

If an online source has no page numbers but you want to refer to a specific portion of the source, try to locate other information you can use to direct your reader to the information cited. Some websites number paragraphs within published articles; if so, include the paragraph number in your citation. Precede the paragraph number with the abbreviation for the word paragraph and the number of the paragraph (e.g., para. 4).

Example:

As researchers have explained, “Incorporating fresh fruits and vegetables into one’s diet can be a challenge for residents of areas where there are few or no easily accessible supermarkets” (Smith & Jones, 2006, para. 4).

Even if a source does not have numbered paragraphs, it is likely to have headings that organize the content. In your citation, name the section where your cited information appears, followed by a paragraph number.

Example:

This student cited the appropriate section heading within the website and then counted to find the specific paragraph where the cited information was located. If an online source has no listed author and no date, use the source title and the abbreviation *n.d.* in your parenthetical reference.

**Example:**

It has been suggested that electromagnetic radiation from cellular telephones may pose a risk for developing certain cancers (“Cell Phones and Cancer,” *n.d.*).

**Personal Communication**

For personal communications, such as interviews, letters, and e-mails, cite the name of the person involved, clarify that the material is from a personal communication, and provide the specific date the communication took place. Note that while in-text citations correspond to entries in the references section, personal communications are an exception to this rule. They are cited only in the body text of your paper.
Example:

J. H. Yardley, M.D., believes that available information on the relationship between cell phone use and cancer is inconclusive (personal communication, May 1, 2009).

Creating a References Section

This section provides detailed information about how to create the references section of your paper. You will review basic formatting guidelines and learn how to format bibliographical entries for various types of sources.

Formatting the References Section: The Basics

At this stage in the writing process, you may already have begun setting up your references section. This section may consist of a single page for a brief research paper or may extend for many pages in professional journal articles. As you create this section of your paper, follow the guidelines provided here.

Formatting the References Section

To set up your references section, use the insert page break feature of your word-processing program to begin a new page. Note that the header and margins will be the same as in the body of your paper, and pagination continues from the
body of your paper. (In other words, if you set up the body of your paper correctly, the correct header and page number should appear automatically in your references section.) See additional guidelines below.

Formatting Reference Entries

Reference entries should include the following information:

- The name of the author(s)
- The year of publication and, where applicable, the exact date of publication
- The full title of the source
- For books, the city of publication
- For articles or essays, the name of the periodical or book in which the article or essay appears
- For magazine and journal articles, the volume number, issue number, and pages where the article appears
- For sources on the web, the URL where the source is located

See the following examples for how to format a book or journal article with a single author.
Sample Book Entry

Use the author's last name and initials followed by the publication date. Use a single space between parts of the entry, including periods and other punctuation as indicated.


Use sentence case for book titles.

Use standard postal abbreviations for the state where the source was published.

Sample Journal Article Entry

Use sentence case for article titles. Do not use quotation marks around the title.


Use title case for journal titles and italicize the title.

Include commas after the journal title and issue number.

Include the volume number in italics followed by the issue number in parentheses, with no space in between them.

Include the page number(s) where the article appears. Use an en dash between page numbers.
The following box provides general guidelines for formatting the reference page. For the remainder of this chapter, you will learn about how to format bibliographical entries for different source types, including multiauthor and electronic sources.

Formatting the References Section: APA General Guidelines

1. Include the heading References, centered at the top of the page. The heading should not be boldfaced, italicized, or underlined.
2. Use double-spaced type throughout the references section, as in the body of your paper.
3. Use hanging indentation for each entry. The first line should be flush with the left margin, while any lines that follow should be indented five spaces. Note that hanging indentation is the opposite of normal indenting rules for paragraphs.
4. List entries in alphabetical order by the author’s last name. For a work with multiple authors, use the last name of the first author listed.
5. List authors’ names using this format: Smith, J. C.
6. For a work with no individual author(s), use the name of the organization that published the work or, if this is unavailable, the title of the work in place of the author’s name.
7. For works with multiple authors, follow these guidelines:
   - For works with up to seven authors, list the last name and initials for each author.
   - For works with more than seven authors, list the first six names, followed by ellipses, and then the name of the last author listed.
○ Use an ampersand before the name of the last author listed.

8. Use title case for journal titles. Capitalize all important words in the title.

9. Use sentence case for all other titles—books, articles, web pages, and other source titles. Capitalize the first word of the title. Do not capitalize any other words in the title except for the following:
   ○ Proper nouns
   ○ First word of a subtitle
   ○ First word after a colon or dash

10. Use italics for book and journal titles. Do not use italics, underlining, or quotation marks for titles of shorter works, such as articles.

Formatting Reference Entries for Different Source Types

As is the case for in-text citations, formatting reference entries becomes more complicated when you are citing a source with multiple authors, citing various types of online media, or citing sources for which you must provide additional information beyond the basics listed in the general guidelines. The following guidelines show how to format reference entries for these different situations.

Print Sources: Books

For book-length sources and shorter works that appear in a book, follow the guidelines that best describes your source.

A Book by Two or More Authors

List the authors’ names in the order they appear on the book’s title page. Use an ampersand before the last author’s name.
Example:

An Edited Book with No Author
List the editor or editors’ names in place of the author’s name, followed by *Ed.* or *Eds.* in parentheses.

Example:

An Edited Book with an Author
List the author’s name first, followed by the title and the editor or editors. Note that when the editor is listed after the title, you list the initials before the last name.

The previous example shows the format used for an edited book with one author—for instance, a collection of a famous person’s letters that has been edited. This type of source is different from an anthology, which is a collection of articles or essays by different authors. For citing works in anthologies, see the guidelines later in this section.

**A Translated Book**

Include the translator’s name after the title, and at the end of the citation, list the date the original work was published. Note that for the translator’s name, you list the initials before the last name.

**Example:**

A Book Published in Multiple Editions

If you are using any edition other than the first edition, include the edition number in parentheses after the title.


A Chapter in an Edited Book

List the name of the author(s) who wrote the chapter, followed by the chapter title. Then list the names of the book editor(s) and the title of the book, followed by the page numbers for the chapter and the usual information about the book’s publisher.

A Work That Appears in an Anthology

Follow the same process you would use to cite a book chapter, substituting the article or essay title for the chapter title.


An Article in a Reference Book

List the author’s name if available; if no author is listed, provide the title of the entry where the author’s name would normally be listed. If the book lists the name of the editor(s), include it in your citation. Indicate the volume number (if applicable) and page numbers in parentheses after the article title.

Two or More Books by the Same Author

List the entries in order of their publication year, beginning with the work published first.

**Example:**


If two books have multiple authors, and the first author is the same but the others are different, alphabetize by the second author’s last name (or the third or fourth, if necessary).

**Example:**

Books by Different Authors with the Same Last Name

Alphabetize entries by the authors’ first initial.


A Book Authored by an Organization

Treat the organization name as you would an author’s name. For the purposes of alphabetizing, ignore words like *The* in the organization’s name. (That is, a book published by the American Heart Association would be listed with other entries whose authors’ names begin with *A*.)

**Example:**

A Book-Length Report

Format technical and research reports as you would format other book-length sources. If the organization that issued the report assigned it a number, include the number in parentheses after the title. (See also the guidelines provided for citing works produced by government agencies.)

Example:

A Book Authored by a Government Agency

Treat these as you would a book published by a nongovernment organization, but be aware that these works may have an identification number listed. If so, include it in parentheses after the publication year.

Example:
Print Sources: Periodicals

An Article in a Scholarly Journal

Include the following information:

- Author or authors’ names
- Publication year
- Article title (in sentence case, without quotation marks or italics)
- Journal title (in title case and in italics)
- Volume number (in italics)
- Issue number (in parentheses)
- Page number(s) where the article appears

**Example:**


An Article in a Journal Paginated by Volume

In these types of journals, page numbers for one volume continue across all the issues in that volume. For instance, the winter issue may begin with page 1, and in the spring issue that follows, the page numbers pick up where the previous issue left off. (If you have ever wondered why a print journal did not begin on page 1, or
wondered why the page numbers of a journal extend into four digits, this is why.)

Omit the issue number from your reference entry.

**Example:**

**An Abstract of a Scholarly Article**
At times you may need to cite an abstract—the summary that appears at the beginning—of a published article. If you are citing the abstract only, and it was published separately from the article, provide the following information:

- Publication information for the article
- Information about where the abstract was published (for instance, another journal or a collection of abstracts)

Use this format for abstracts published in a collection of abstracts.


Abstract obtained from Assessment in Education, 2009, 73(6), Abstract No. 537892.

A Journal Article with Two to Seven Authors

List all the authors’ names in the order they appear in the article. Use an ampersand before the last name listed.

**Example:**


A Journal Article with More Than Seven Authors

List the first six authors’ names, followed by a comma, an ellipsis, and the name of the last author listed. The article in the following example has sixteen listed authors; the reference entry lists the first six authors and the sixteenth, omitting the seventh through the fifteenth.


A Magazine Article

After the publication year, list the issue date. Otherwise, treat these as you would journal articles. List the volume and issue number if both are available.

A Newspaper Article

Treat these as you would magazine and journal articles, with one important difference: precede the page number(s) with the abbreviation *p.* (for a single-page article) or *pp.* (for a multipage article). For articles whose pagination is not continuous, list all the pages included in the article. For example, an article that begins on page A1 and continues on pages A4 would have the page reference A1, A4. An article that begins on page A1 and continues on pages A4 and A5 would have the page reference A1, A4–A5.


A Letter to the Editor

After the title, indicate in brackets that the work is a letter to the editor.
Example:


A Review

After the title, indicate in brackets that the work is a review and state the name of the work being reviewed. (Note that even if the title of the review is the same as the title of the book being reviewed, as in the following example, you should treat it as an article title. Do not italicize it.)


Electronic Sources

Citing Articles from Online Periodicals: URLs and Digital Object Identifiers (DOIs)

Whenever you cite online sources, it is important to provide the most up-to-date information available to help readers locate the source. In some cases, this means providing an article’s URL, or web address. (The letters URL stand for uniform
resource locator.) Always provide the most complete URL possible. Provide a link to the specific article used, rather than a link to the publication’s homepage.

As you know, web addresses are not always stable. If a website is updated or reorganized, the article you accessed in April may move to a different location in May. The URL you provided may become a dead link. For this reason, many online periodicals, especially scholarly publications, now rely on DOIs rather than URLs to keep track of articles.

A DOI is a Digital Object Identifier—an identification code provided for some online documents, typically articles in scholarly journals. Like a URL, its purpose is to help readers locate an article. However, a DOI is more stable than a URL, so it makes sense to include it in your reference entry when possible. Follow these guidelines:

- If you are citing an online article with a DOI, list the DOI at the end of the reference entry.
- If the article appears in print as well as online, you do not need to provide the URL. However, include the words Electronic version after the title in brackets.
- In other respects, treat the article as you would a print article. Include the volume number and issue number if available. (Note, however, that these may not be available for some online periodicals).

An Article from an Online Periodical with a DOI

List the DOI if one is provided. There is no need to include the URL if you have listed the DOI.
Example:

An Article from an Online Periodical with No DOI

List the URL. Include the volume and issue number for the periodical if this information is available. (For some online periodicals, it may not be.)


Note that if the article appears in a print version of the publication, you do not need to list the URL, but do indicate that you accessed the electronic version.

Example:
A Newspaper Article

Provide the URL of the article.

Example:

An Article Accessed through a Database

Cite these articles as you would normally cite a print article. Provide database information only if the article is difficult to locate.

An Abstract of an Article

Format these as you would an article citation, but add the word *Abstract* in brackets after the title.

Example:
A Nonperiodical Web Document

The ways you cite different nonperiodical web documents may vary slightly from source to source, depending on the information that is available. In your citation, include as much of the following information as you can:

- Name of the author(s), whether an individual or organization
- Date of publication (Use n.d. if no date is available.)
- Title of the document
- Address where you retrieved the document

If the document consists of more than one web page within the site, link to the homepage or the entry page for the document.

Example:

An Entry from an Online Encyclopedia or Dictionary

Because these sources often do not include authors’ names, you may list the title of the entry at the beginning of the citation. Provide the URL for the specific entry.

Example:

Data Sets

If you cite raw data compiled by an organization, such as statistical data, provide the URL where you retrieved the information. Provide the name of the organization that sponsors the site.

Example:
Graphic Data

When citing graphic data—such as maps, pie charts, bar graphs, and so on—include the name of the organization that compiled the information, along with the publication date. Briefly describe the contents in brackets. Provide the URL where you retrieved the information. (If the graphic is associated with a specific project or document, list it after your bracketed description of the contents.)

Example:

An Online Interview (Audio File or Transcript)

List the interviewer, interviewee, and date. After the title, include bracketed text describing the interview as an “Interview transcript” or “Interview audio file,” depending on the format of the interview you accessed. List the name of the website and the URL where you retrieved the information. Use the following format.

Example:
Radio website:

An Electronic Book

Electronic books may include books available as text files online or audiobooks. If an electronic book is easily available in print, cite it as you would a print source. If it is unavailable in print (or extremely difficult to find), use the format in the example. (Use the words *Available from* in your citation if the book must be purchased or is not available directly.)

Example:
Chisholm, L. (n.d.). *Celtic tales*. Retrieved from
http://www.childrenslibrary.org/icdl/BookReader?bookid=
chicelt00150014&twoPage=false&route=text&size=0&fullscreen=false&pnum1=1
&lang= English&ilang=English

A Chapter from an Online Book or a Chapter or Section of a Web Document

These are treated similarly to their print counterparts with the addition of retrieval information. Include the chapter or section number in parentheses after the book title.

Example:

A Dissertation or Thesis from a Database

Provide the author, date of publication, title, and retrieval information. If the work is numbered within the database, include the number in parentheses at the end of the citation.


Computer Software

For commonly used office software and programming languages, it is not necessary to provide a citation. Cite software only when you are using a specialized program, such as the nutrition tracking software in the following example. If you download software from a website, provide the version and the year if available.
Example:


A Post on a Blog or Video Blog

Citation guidelines for these sources are similar to those used for discussion forum postings. Briefly describe the type of source in brackets after the title.


Because the content may not be carefully reviewed for accuracy, discussion forums and blogs should not be relied upon as a major source of information. However, it may be appropriate to cite these sources for some types of research.

A Television or Radio Broadcast

Include the name of the producer or executive producer; the date, title, and type of broadcast; and the associated company and location.
Example:

A Television or Radio Series or Episode
Include the producer and the type of series if you are citing an entire television or radio series.

Example:

To cite a specific episode of a radio or television series, list the name of the writer or writers (if available), the date the episode aired, its title, and the type of series, along with general information about the series.

Example:
A Motion Picture

Name the director or producer (or both), year of release, title, country of origin, and studio.

Example:

A Recording

Name the primary contributors and list their role. Include the recording medium in brackets after the title. Then list the location and the label.

Example:

A Podcast

Provide as much information as possible about the writer, director, and producer; the date the podcast aired; its title; any organization or series with which it is associated; and where you retrieved the podcast.

Example:

Attribution Statement (APA Citation Reference)