APA DOCUMENTATION

When you use the words or original ideas of another person in your writing, you need to document, or give credit to, the sources of those words or ideas. If you use the exact words from the original, quotation marks are necessary. If you paraphrase or restate the idea in your own words, don’t use quotation marks, but document the source.

In the APA (American Psychological Association) format,* one of several documentation formats, you briefly identify your sources in the text of your paper, then give the full information in the Reference List at the end of the paper.

Identify Sources in the Text

Cite the author’s last name in the text of your paper. (This is called a signal phrase.) Then, in parentheses, include the publication date and any other information required. If you don’t name an author in your text, give the author’s name and date in parentheses at the end of the sentence, along with other required information. See the examples below.

If you refer to the entire contents of a reference and mention the author:

According to Larson (2009), there is a trend toward waiting to marry and toward postponing the birth of the first child.

If you do not mention the author in the text, include it at the end of the sentence, separated from the publication date by a comma:

Child support payments can be withheld from wages in more and more states (Schorr, 2001).

If you want to refer to a web address:

The Texas Attorney General’s Office web site has Texas child support information (https://www.texasattorneygeneral.gov).

If you refer to a specific portion of a reference, such as a direct quotation, include the page or chapter number at the end:

Fredersen (1997) notes that “natural fathers aren’t the only ones raising children on their own. As more families split up, social workers note that stepfathers increasingly are being called on to bring up other people’s kids” (p. 62).

At the turn of the century many men worked long hours, which entailed their absence from the family for most of the day: That was not a rejection of fatherhood but a necessary element of it (MacNeil & O’Brien, 2002, chap. 5).

If you refer to publications with no author given, then place the first 1-3 key words from the title in quotes instead of using a name. If no date is supplied, then type n.d. instead. Some digital full-text sources do not have page numbers. In these cases, page numbers may be omitted from the in-text citation, but a paragraph number may be used instead:

Homes with absent fathers cost taxpayers $99.8 billion per year (“National Fatherhood,” n.d., para. 2).

If you refer to a source that is cited in another (secondary) source, name the original source in your signal phrase. Include the secondary source in your list of references and refer to it in parenthesis in your text:

In My Life in Art, Stanislavski explains how puppetry influenced his acting (as cited in McBain, 2005, p. 132).

If possible, find the original source and cite directly from it instead.

The Reference List

A reference list has all the sources used in your paper arranged in alphabetical order by the authors’ last names or, if a source lists no author, by the title (ignore a, an, and the). If you have a type of source not covered in the examples on this sheet, ask a librarian to show you the Publication Manual of the American Psychological Association (6th ed.).

Works by multiple authors
For seven or fewer authors, list names and initials for all. For more than seven authors, list the first six names, followed by three ellipses, and, finally, add the name of the last author.

Online sources
Include the Digital Object Identifier (DOI) if given. If the content does not have a DOI, then you will need to search for and list the URL for the web page of the journal or the publisher of the book or document.

Example Reference List

Note: Always integrate all source types (print, online, etc.) into a single alphabetical list. Double-space the list and indent any line of an entry subsequent to its first line (use a “hanging indent” style).

References


The most basic rules for entries in the reference list are:

**PRINT BOOKS**
Last name, Initials. (Year published). *Title of book*. City and state where published: Name of Publisher.

**PRINT MAGAZINES**
Last name, Initials. (Year, Month and day published). Title of article. *Title of Magazine*, Volume number(issue number), pages.

**PERIODICAL ARTICLE FROM A LIBRARY ONLINE DATABASE**
Last name, Initial(s) of author. (Year, Month and day published). Title of article. *Title of Periodical*, Volume number(issue number), pages. Retrieved from http://www.periodicalswebaddress.com

**WEB PAGES**
These have several factors that can affect the citations; see section below for examples.

---

**Print Sources:**
- **Book with a corporate author**

- **Specialized, multi-volume encyclopedia**

- **Magazine article with an author**

- **Magazine article with no author**

- **Scholarly journal article**

- **Book with editors**

- **Newspaper article with author given**

- **Government document with the same author and publisher**

- **A work or chapter within a larger work**

- **Pamphlet**
Audiovisual Sources:

<table>
<thead>
<tr>
<th>Source Type</th>
<th>Source Details</th>
</tr>
</thead>
</table>

Online Sources From Library Databases:

<table>
<thead>
<tr>
<th>Source Type</th>
<th>Source Details</th>
</tr>
</thead>
</table>

Online Sources From the Web:

<table>
<thead>
<tr>
<th>Source Type</th>
<th>Source Details</th>
</tr>
</thead>
</table>

Note: Please write down the DOI or URL for citations when downloading; they may not appear in your document.

If you have any questions, ask the librarian for help. Go to http://library.austincc.edu/help/ask.htm for ways to contact a librarian in person, by phone, e-mail, or chat.