APA STYLE GUIDELINES
FOR THE RESEARCH PAPER

APA FORMAT:

Margins: Leave 1 inch at top, bottom, right, and left of every page. Do not justify right margin.

Spacing: Double-space between all lines of the manuscript. Double-space after every line in the title, headings, footnotes, quotations, references, figure captions, and all parts of tables.

Title Page: Title page includes four elements: title, author, institutional affiliation, and abbreviated title. Identify the title page with a short article title and the number 1, typed in the upper right-hand corner of the page. Type the title in uppercase and lowercase letters, centered on the page. Titles with two or more lines should be double-spaced.

Page Numbers: Once arranged in the correct order, number manuscript pages consecutively, beginning with the title page. Type page numbers in the upper right-hand corner, 1 inch from the righthand edge, using arabic numerals.

Page Order: Arrange the pages of the manuscript as follows:

- title page
- text
- references (new page, following text)
- tables (separate page from text)
- figures (separate page from text)

STANDARDS FOR PARENTHETICAL CITATIONS:

Reproduce quoted sources word for word. Enclose quotes of fewer than 40 words with double quotation marks as is done in the example that follows:

In his essay "Shooting an Elephant," George Orwell states that "imperialism was an evil thing" (1934, p. 118).

Reproduce quotes of more than 40 words in a free-standing block indented five spaces from the left margin as is done in the example that follows. (Note that quotation marks should be omitted and the quotation double-spaced.)
Orwell (1934) offered this motive for shooting an elephant:

   The sole thought in my mind was that if anything went wrong those two thousand Burmans
   would see me pursued, caught, trampled on and reduced to a grinning corpse like that Indian up
   the hill. And if that happened it was quite probable that some of them would laugh. That would
   never do. (p. 122)

Indent the first line of any subsequent paragraphs within the quotation five spaces from the new margin.

The basic elements of a parenthetical citation in the text are the author's last name, the year of
publication, and the page number. Following are some options of how these basic elements can be
presented in accordance with APA style:

One author

According to one authority, "Use of home computers is doubling every five years" (Mayes, 1978,
p. 123).
- OR -
Mayes stated, "Use of home computers is doubling every five years" (1978, p. 123).
- OR -
Mayes (1978) stated, "Use of home computers is doubling every five years" (p. 123).

Two authors

Literature exhibits a close relationship to reality in that both are open to individual interpretation (Keeton
& Parrish, 1983).

More than two authors

Studies have shown that spanking children is not an effective form of discipline (Minton, Heiferman, &
Novak, 1985).

Anonymous works

When citing an anonymous work in text, use an abbreviated version of the title to identify it: The Orion
Nebula, found in the sword of the constellation Orion, is a birthplace for stars ("Astronomy," 1993). In
this case, the author has cited a short article identified in the bibliography as "A Layman's Guide to the
Universe."

Two or more works within the same parentheses

Sirius is the brightest star in the sky, not because of its size but because of its relative nearness to Earth
(Ahad, 1983; Chiou, 1975).

Order the citations within the same parentheses in the same order as they appear in the reference list.
LISTING BIBLIOGRAPHICAL REFERENCES:

The APA style alphabetical list of works cited is called "References." The reference list must be double spaced and entries should start with a paragraph indent. All subsequent lines should be flush left.

Books

One author


Citing more than one work by the same author (Note that in an actual paper, references would be double-spaced.)


Two or more authors


An edition after the first


Translations


When citing the above reference in text, use the following form: (Mao, 1951/1960).

Government documents


Newspaper and magazine articles

Journal: Continuous pagination

Journal: Separate pagination


Monthly or weekly magazine


Note that for a monthly magazine, give the year first, followed by a comma and the full spelling of the month. For a weekly magazine, provide the exact date of issue: (1993, February 18).

Newspaper


Note that if an article appears on discontinuous pages, give all page numbers, and separate with a comma (e.g., pp. B1,B3,B5).

Anthology work


Book review


Note that when a review is titled, insert the subject of the review within brackets after the review title. When a review is untitled, use the material within brackets as the title, retaining the brackets to show that this "title" is a description.

Nonprint sources

Film


Recording

Computer program


Abbreviations:

Acceptable abbreviations in the APA reference list for parts of books and other publications include the following:

- chap. chapter
- ed. edition
- Rev. ed. revised edition
- 2nd ed. second edition
- Ed. (Eds.) Editor (Editors)
- Trans. Translator(s)
- p. (pp.) page (pages)
- Vol. Volume (as in Vol. 4)
- vols. volumes (as in 4 vols.)
- No. Number
- Pt. Part
- Suppl. Supplement

* Source of information in this handout:
