



## THIS IS A QUICK GUIDE TO THE APA REFERENCING STYLE (6<sup>TH</sup> EDITION)

- The American Psychological Association reference style uses the Author-Date format.
- Refer to the *Publication Manual of the American Psychological Association* (6th ed.) for more information. Check the Library Catalogue for call number and location(s).
- When quoting directly or indirectly from a source, **the source must be acknowledged in the text** by author name and year of publication. If quoting directly, a location reference such as **page number(s)** or **paragraph number** is also required.

### IN-TEXT

#### **Direct quotation** – use quotation marks around the quote and **include page numbers**

Samovar and Porter (1997) point out that "language involves attaching meaning to symbols" (p.188).  
Alternatively, "Language involves attaching meaning to symbols" (Samovar & Porter, 1997, p.188).

#### **Indirect quotation/paraphrasing** – no quotation marks

Attaching meaning to symbols is considered to be the origin of written language (Samovar & Porter, 1997).

*N.B. Page numbers are optional when paraphrasing, although it is useful to include them (Publication Manual, p. 171).*

#### **Citations from a secondary source**

As Hall (1977) asserts, "culture also defines boundaries of different groups" (as cited in Samovar & Porter, 1997, p. 14).

- At the end of your assignment, you are required to provide the full bibliographic information for each source. References must be listed in alphabetical order by author.

### EXAMPLES OF REFERENCES BY TYPE

In a reference list	In-text citation
<b>1. Book with one author</b> King, M. (2000). <i>Wrestling with the angel: A life of Janet Frame</i> . Auckland, New Zealand: Viking. <i>N.B. The first letter of the first word of the main title, subtitle and all proper nouns have capital letters.</i>	(King, 2000) <i>or</i> King (2000) compares Frame ...
<b>2. Book with two authors</b> Dancey, C. P., & Reidy, J. (2004). <i>Statistics without maths for psychology: Using SPSS for Windows</i> (3rd ed.). Harlow, England: Pearson/Prentice Hall. <i>N.B. Before "&amp;" between authors, do not forget to put a comma.</i>	(Dancey & Reidy, 2004) <i>or</i> Dancey and Reidy (2004) said... <i>When paraphrasing in text, use and, not &amp;.</i>
<b>3. Book with three to five authors (see Library APA referencing webpage for six or more authors)</b> Krause, K.-L., Bochner, S., & Duchesne, S. (2006). <i>Educational psychology for learning and teaching</i> (2nd ed.). South Melbourne, Vic., Australia: Thomson. <i>N.B. Use &amp; between authors' names, except when paraphrasing in text. When a work has three, four or five authors, cite all authors the first time, and in subsequent citations include only the first author followed by et al.</i>	(Krause, Bochner, & Duchesne, 2006) <i>then</i> (Krause et al., 2006)
<b>4. Book or report by a corporate author e.g. organisation, association, government department</b> University of Waikato. (1967). <i>First hall of residence</i> (Information series No. 3). Hamilton, New Zealand: Author. <i>N.B. When the author and the publisher are the same, use Author in the publisher field.</i>	(University of Waikato, 1967) <i>Some group authors may be abbreviated in subsequent citations if they are readily recognisable.</i>
<b>5. Book chapter in edited book</b> Helber, L. E. (1995). Redeveloping mature resorts for new markets. In M. V. Conlin & T. Baum (Eds.), <i>Island tourism: Management principles and practice</i> (pp. 105-113). Chichester, England: John Wiley. <i>N.B. Include the page numbers of the chapter after the book title.</i>	(Helber, 1995) <i>or</i> Helber (1995) compares luxury resorts ...

<p><b>6. Conference paper online</b> -(see <b>Library APA referencing webpage for alternative formats</b>)</p> <p>Bochner, S. (1996, November). <i>Mentoring in higher education: Issues to be addressed in developing a mentoring program</i>. Paper presented at the Australian Association for Research in Education Conference, Singapore. Retrieved from <a href="http://www.aare.edu.au/96pap/bochs96018.txt">http://www.aare.edu.au/96pap/bochs96018.txt</a></p>	<p>(Bochner, 1996) <i>or</i> According to Bochner (1996) ...</p>
<p><b>7. Course handout/Lecture notes</b></p> <p>Salter, G. (2007). <i>Lecture 3: SPLS205-07A</i> [PowerPoint slides]. Hamilton, New Zealand: University of Waikato.</p> <p><i>N.B. Put format in square brackets - e.g. [PowerPoint slides] [Lecture notes]</i></p>	<p>(Salter, 2007)</p>
<p><b>8. Film</b> – (see <b>Library APA referencing webpage for music and other media</b>)</p> <p>Zhang, Y. (Producer/Director). (2000). <i>Not one less</i> [Motion picture]. China: Columbia Pictures.</p> <p><i>N.B. For films, DVDs or videorecordings use [Motion picture] in square brackets. Give the country of origin and the name of the motion picture studio.</i></p>	<p>(Zhang, 2000)</p>
<p><b>9. Journal article – academic/scholarly</b> (electronic version) <b>with DOI</b> (see also <b>Library APA referencing webpage</b>)</p> <p>Hohepa, M., Schofield, G., &amp; Kolt, G. S. (2006). Physical activity: What do high school students think? <i>Journal of Adolescent Health</i>, 39(3), 328-336. doi:10.1016/j.jadohealth.2005.12.024</p> <p><i>N.B. A capital letter is used for key words in the journal title. The journal title and volume number are italicised, followed by the issue number in brackets (not italicised).</i></p>	<p>(Hohepa, Schofield, &amp; Kolt, 2006) <i>then subsequently, if 3-5 authors</i> (Hohepa et al., 2006)</p>
<p><b>10. Journal article – academic/scholarly</b> (electronic version) <b>with no DOI</b></p> <p>Harrison, B., &amp; Papa, R. (2005). The development of an indigenous knowledge program in a New Zealand Maori-language immersion school. <i>Anthropology and Education Quarterly</i>, 36(1), 57-72. Retrieved from ProQuest Education Journals database.</p> <p><i>N.B. Undergraduates: Give the name of the database. Researchers: Give the URL of the journal homepage. e.g. Retrieved from <a href="http://ucpressjournals.com/journal.asp?j=aeq">http://ucpressjournals.com/journal.asp?j=aeq</a></i></p>	<p>(Harrison &amp; Papa, 2005) <i>or</i> Harrison and Papa (2005) recommend ...</p>
<p><b>11. Journal article - academic/scholarly</b> (print version)</p> <p>Gibbs, M. (2005). The right to development and indigenous peoples: Lessons from New Zealand. <i>World Development</i>, 33(8), 1365-1378.</p>	<p>(Gibbs, 2005) <i>or</i> Gibbs (2005) contradicts ...</p>
<p><b>12. Journal article - academic/scholarly</b> (Internet only – no print version)</p> <p>Snell, D., &amp; Hodgetts, D. (n.d.). The psychology of heavy metal communities and white supremacy. <i>Te Kura Kete Aronui</i>, 1. Retrieved from <a href="http://www.waikato.ac.nz/wfass/tkka">http://www.waikato.ac.nz/wfass/tkka</a></p> <p><i>N.B. (n.d.) = no date. For html version only, cite the paragraph number in text</i></p>	<p>(Snell &amp; Hodgetts, n.d.) <i>or</i> Snell and Hodgetts (n.d.) suggest "... (para. 3)</p>
<p><b>13. Magazine article – popular/trade/general interest</b></p> <p>Goodwin, D. K. (2002, February 4). How I caused that story. <i>Time</i>, 159(5), 69.</p> <p><i>N.B. Full date is used for weekly magazines; month and year for monthly magazines</i></p>	<p>(Goodwin, 2002) <i>or</i> Goodwin (2002) defends ...</p>
<p><b>14. Newspaper article</b> (Print version)</p> <p>Hartevell, J. (2007, December 20). Boy racers. <i>The Press</i>, p. 3.</p> <p><i>N.B. Include p. or pp. before the page number – for newspapers only, not magazines</i></p>	<p>(Hartevell, 2007)</p>
<p><b>15. Newspaper article</b> (Database like Newztext Plus) (also see <b>Library referencing webpage for Internet version</b>)</p> <p>Cumming, G. (2003, April 5). Cough that shook the world. <i>The New Zealand Herald</i>. Retrieved from Newztext Plus database.</p>	<p>(Cumming, 2003)</p>
<p><b>16. Newspaper article with no author</b></p> <p>Report casts shadow on biofuel crops. (2007, October 16). <i>Waikato Times</i>, p. 21.</p> <p><i>N.B. Article title comes first. In the text, abbreviate title and use double quotation marks.</i></p>	<p>("Report Casts Shadow," 2007)</p>
<p><b>17. Personal Communication</b> (letters, telephone conversations, emails, interviews)</p> <p><i>N.B. No reference list entry as the information is not recoverable.</i></p>	<p>(H. Clarke, personal communication, March 19, 2004)</p>
<p><b>18. Thesis – Institutional or personal webpage - outside the US</b></p> <p>Dewstow, R. A. (2006). <i>Using the Internet to enhance teaching at the University of Waikato</i> (Master's thesis, University of Waikato, Hamilton, New Zealand). Retrieved from <a href="http://researchcommons.waikato.ac.nz/handle/10289/2241">http://researchcommons.waikato.ac.nz/handle/10289/2241</a></p>	<p>(Dewstow, 2006) <i>or</i> Dewstow (2006) identified ...</p>
<p><b>19. Webpages</b> (When multiple webpages are referenced, reference the homepage)</p> <p>Statistics New Zealand. (2007). <i>New Zealand in profile 2007</i>. Retrieved from <a href="http://www.stats.govt.nz">http://www.stats.govt.nz</a></p> <p><i>N.B. Author (could be organisation), date (either date of publication or latest update), document title, date retrieved if contents are likely to change, URL</i></p>	<p>(Statistics New Zealand, 2007)</p>

For more web examples e.g. YouTube videos, blogs and Twitter posts see the APA Online Guide

### Electronic Resources - including online articles, websites, and blogs

The following guidelines for electronic sources follow the recommendations in the sixth edition (2009) of the Publication Manual of the American Psychological Association.

#### Articles from the Library's Online Subscription Databases

##### Important Elements:

- Publication information (see Print Periodicals, above)
- DOI number (if available). More information about DOI numbers is available on the American Psychological Association's APA Style page.
- If the DOI number is not available, APA recommends giving the URL of the publication. If the URL is not known, include the database name and accession number, if known: Retrieved from ERIC database (ED496394).

#### Citing Articles from the Library's Online Subscription Databases

Source	Example Citation
Magazine article with URL	Poe, M. (2006, September). The hive. <i>Atlantic Monthly</i> , 298, 86-95. Retrieved from <a href="http://www.theatlantic.com">http://www.theatlantic.com</a>
Journal article with DOI	Blattner, J., & Bacigalupo, A. (2007). Using emotional intelligence to develop executive leadership and team and organizational development. <i>Consulting Psychology Journal: Practice and Research</i> , 59(3), 209-219. doi:10.1037/1065-9293.59.3.209

#### Articles in Online Journals, Magazines and Newspapers

##### Important Elements

- Author (last name, initials only for first & middle names)
- Date of publication of article
- Title of article
- Title of publication (in italics)
- Volume and issue number (for scholarly journals, if given)
- Page numbers, if given
- DOI number, if given. More information about DOI numbers is available on the American Psychological Association's APA Style page.
- If the DOI is not available, give the URL (Web address) of the article.

#### Citing Articles in Online Journals, Magazines and Newspapers

Source	Example Citation
Article in an online scholarly journal	Overbay, A., Patterson, A. S., & Grable, L. (2009). On the outs: Learning styles, resistance to change, and teacher retention. <i>Contemporary Issues in Technology and Teacher Education</i> , 9(3). Retrieved from <a href="http://www.citejournal.org/vol9/iss3/currentpractice/article1.cfm">http://www.citejournal.org/vol9/iss3/currentpractice/article1.cfm</a>
Article in an online magazine	Romm, J. (2008, February 27). The cold truth about climate change. <i>Salon.com</i> . Retrieved from <a href="http://www.salon.com">http://www.salon.com</a>
Article in an online newspaper	McCarthy, M. (2004, May 24). Only nuclear power can now halt global warming. <i>Earthtimes</i> . Retrieved from <a href="http://www.earthtimes.org">http://www.earthtimes.org</a>

#### Web Sites

##### Important Elements

- Author (if known)
- Date of publication, copyright date, or date of last update
- Title of Web site
- Date you accessed the information (APA recommends including this if the information is likely to change)
- URL (Web address) of the site

#### Citing Web Sites

Source	Example Citation
Web site with author	Kraizer, S. (2005). <i>Safe child</i> . Retrieved February 29, 2008, from <a href="http://www.safechild.org/">http://www.safechild.org/</a>

Web site with corporate author	Substance Abuse and Mental Health Services Administration (SAMHSA). (2008, February 15). <i>Stop underage drinking</i> . Retrieved February 29, 2008, from <a href="http://www.stopalcoholabuse.gov">http://www.stopalcoholabuse.gov</a>
Web site with unknown author	<i>Penn State myths</i> . (2006). Retrieved December 6, 2011, from <a href="http://www.psu.edu/ur/about/myths.html">http://www.psu.edu/ur/about/myths.html</a>
Page within a Web site (unknown author)	Global warming 101. (2012). In <i>Union of Concerned Scientists</i> . Retrieved December 14, 2012, from <a href="http://www.ucsusa.org/global_warming/global_warming_101/">http://www.ucsusa.org/global_warming/global_warming_101/</a>

#### Blogs & Wikis

Note: Wikis are collaborative web pages that anyone can write and edit. Information found on a wiki is not necessarily contributed by experts.

#### Citing Blogs & Wikis

Source	Example Citation
Blog post	Jeremiah, D. (2007, September 29). The right mindset for success in business and personal life [Web log message]. Retrieved from <a href="http://www.myrockcrawler.com">http://www.myrockcrawler.com</a>
Wiki entry	Happiness. (n.d.). In <i>Psychwiki</i> . Retrieved December 7, 2009 from <a href="http://www.psychwiki.com/wiki/Happiness">http://www.psychwiki.com/wiki/Happiness</a>

#### Electronic books

##### Important Elements:

- Author (last name, initials only for first & middle names)
- Publication date
- Title (in italics; capitalize only the first word of title and subtitle, and proper nouns)
- Place of publication
- Publisher
- URL (Web address) of the site from which you accessed the book

#### Citing Electronic Books

Source	Example Citation
Electronic Book	McKernan, B. (2005). <i>Digital cinema: The revolution in cinematography, postproduction, and distribution</i> . New York, NY: Mc-Graw Hill. Retrieved from <a href="http://www.netlibrary.com">www.netlibrary.com</a> . Post, E. (1923). <i>Etiquette in society, in business, in politics, and at home</i> . New York, NY: Funk & Wagnalls. Retrieved from <a href="http://books.google.com/books">http://books.google.com/books</a> .

#### Entry in an Online Reference Work

##### Important Elements

- Author
- Publication date
- Title of entry
- Editors
- Title of reference work (in italics)
- Retrieval statement with URL

#### Citing an Entry in an Online Reference Work

Source	Example Citation
Entry from Gale Virtual Reference Library	Rey, G. (2006). Behaviorism. In D. M. Borchert (Ed.), <i>Encyclopedia of philosophy</i> . (2nd ed.). Retrieved from <a href="http://go.galegroup.com/">http://go.galegroup.com/</a>