

APA In-text Citations

This handout will help answer questions that you may have about using APA Documentation when writing a research paper. If you have additional questions about APA Documentation that this handout doesn't address, please come and talk to a Reference Librarian! We're available to help you any time the library is open.

The LMC owns several copies of the complete APA Publication Manual: call number **BF76.7.P83**.

APA Frequently Asked Questions (FAQ)

Q: Do I number the entries?

A: No, alphabetize entries by author.

Q: What if there is no author?

A: Begin with the title. If the title starts with A, An, or The, alphabetize by the next word in the title. (*The call of the wild* would be alphabetized as though the title started with "call")

Q: Should the entries be double-spaced or single-spaced?

A: Double space within and between all entries.

Q: Should I use underlining with APA Documentation?

A: No. Book titles, periodical titles, and titles of web documents are *italicized* when using APA documentation.

Q: How do I write author names?

A: For APA citations, write the author's last name, followed by a comma, and then the author's first initial (or the first and middle initial). Never include the author's full first name!

Q: This book has many authors. Do I have to include all of the authors when I cite?

A: It depends on how many authors there are. If the information you are citing has 6 or fewer authors, you do have to include all the names. If there are 7 or more authors, list the first six names followed by "et al."

Q: How many spaces should I leave after a period or other punctuation?

A: One space

Q: Do I capitalize title words when citing with APA?

A: Capitalize the first word in the title and subtitle, but leave the rest as lower case. The only exception is if the title contains a proper noun.

Q: How do I create the hanging indentation?

A: Highlight the paragraph in which you want to create a hanging indent.
From the menu, choose <Format>
Select <Paragraph>
Choose 'hanging indentation' from the <Special> drop-down menu.

In-Text Parenthetical Citation FAQ

Q: What is an in-text parenthetical citation?

A: An in-text citation is also called a parenthetical citation. APA guidelines require that you cite quotations and/or paraphrases within parentheses. Parenthetical citations direct readers to the complete bibliographic citations listed in the "References" section at the end of the document.

Q: What information do I include in parenthetical citations?

A: Author's last name, the year of the publication, followed by specific page number(s).
(Lee, 2007, p. 57)

Q: What if no author is available?

A: Use the title: *The amber room* can be cited as (*Amber room*, 2004, pp. 33-37).

Q: Where do I place the parenthetical citation?

A: The parenthetical citation is usually included at the end of the sentence in which you have the quotation or paraphrase. Placement can depend on how you introduce the quote or paraphrase in your narrative.

If you name the author in your narrative, place the parenthetical citation immediately following the mention of the author's name:

Korolenko (2001, p. 85) makes the point that "widespread panic rarely happens in this sort of situation."

Or, if you combine two quotes in your narrative, you can combine several references in a single parenthetical citation.

The author stated "no one is alarmed by this unusual issue" associated with the event. The results of investigation illustrate "a great deal of loss of lives" (Korolenko, 2001, pp. 17, 22).

Q: What should I do with multiple authors?

A: If the source has 2-6 authors, include all names (Shah & Badasu, 2005, p. 107) or (Garcia, Kiersted & Hong, 2006, p. 97). If the source has more than 6 authors, include the first author, followed by et al. (Levy et al., 2004, p. 67).

Q: How do I cite a corporate author?

A: Use the same format, but include the corporate body.
(American Psychological Association, 2008, pp. 77-78)

Q: What if I use more than one work by the same author?

A: Since you include the year as part of the parenthetical citation, you should be able to differentiate between the different works. If the works by the same author happen to have been published in the same year, differentiate the works with "a" and "b" following the year of publication: (Himani, 2007a, p. 46) (Himani, 2007b, p. 352)

Q: What should I do with the Web sites that often do not have page numbers?

A: Don't include the page numbers, unless the site is a PDF file with pagination.

Q: How should I cite works in an anthology?

A: Use the name of the author of the work, not the editor of the anthology, followed by the year of publication and the specific page number(s).