

- The running head is a shortened version of your title of your paper. It is in all capital letters.]
- It should be flush left in the Header Section of your paper on every page.
- The first page should be numbered 1
- You have to type “Running head.” It should only appear on the first page of your paper.

Major Elements of APA Style [title of your paper]

M. Anne White [your name]

The University of Memphis [school affiliation]

Major Elements of APA Style [full title of your paper goes here]

[Begin the body of your text, indent the paragraphs, and double space]

General Editorial Style Information:**Comma usage**

- Use a comma between elements in a series of 3 or more items, for example, ...height, width, and depth
- to set off parenthetical reference citations...(Patrick, 1993)

Double spacing

- Use double spacing in all of your paper, including the text and references.
- There is no need to put extra spacing between paragraphs in your text.

Margins

- Use a 1 inch margins all around your paper: top, bottom, left, and right.

Quotations

- Quotations shorter than 40 words should be incorporated within the text and enclosed in double quotation marks (“”).
- Quotations more than 40 words should be in double-spaced block formation with no quotations marks. Indent 5-7 spaces from the left margin with no opening paragraph indent.

Sample quotations and citations within the text of your paper:

She stated, “The ‘placebo effect’ ...disappeared when behaviors were studied in this manner” (Miele, 1993, p. 276).

Miele (1993) found that “the ‘placebo effect,’ which had been verified in previous studies, disappeared when [only the first group’s] behaviors were studied in this manner” (p. 276).

Miele (1993) found the following: [block paragraph]

The “placebo effect,” which had been verified in previous studies, disappeared when behaviors were studied in this manner. Furthermore, the behaviors were never *exhibited again* [italics added], even when real [sic] drugs were administered. Earlier studies (e.g., Abdullah, 1984; Fox, 1979) were clearly premature in attributing the results to a placebo effect. (p. 276)

Citing your sources within the body of your work:

- As a general rule, if you did not create the idea, then you need to give credit for it whether you are paraphrasing an idea or quoting an author directly.
- See above for citations for printed material with quotations. Other examples follow

Samples of citations within the body of your work (see also chart below).

One work by one author:

- Walker (2000) compared reactions times
- In a recent study of reaction times (Walker, 2000)
- In 2000 Walker compared reaction times

One work by multiple authors:

When a work has **two** authors, always cite both names every time the reference occurs in the text.

When a work has **three, four, or five** authors, cite all the authors the first time the reference occurs; in subsequent citations, include only the surname of the first author followed by et al. and the year.

When a work has **six or more** authors, cite only the surname of the first author followed by et al. and the year for the first and subsequent citations.

- Wasserstein, Zappulla, Rosen, Gerstman, and Rock (1994) found [use as first citation in text.]
- Wasserstein et al. (1994) found [use as subsequent first citation per paragraph thereafter.]

Join the names in a multiple-author citation in running text by the word *and*. In parenthetical material join the names by and ampersand (&):

- as Nightlinger and Littlewood (1993) demonstrated
- as has been shown (Nightlinger & Littlewood, 1993)

Two or more works within the same parentheses:

If a similar idea or finding is presented by more than one author, cite them all within the same parenthesis. Put them in alphabetical order within the parenthesis.

- Past research has indicated (Edeline & Weinberger, 1999, 1993; Gogel, 1984; Wasserstein et al., 1994)

Electronic sources cited in text:

<http://www.apastyle.org/electext.html>

To cite a specific part of a source, indicate the page, chapter, figure, table, or equation at the appropriate point in text. Always give page numbers for quotations (see section 3.34). Note that the words *page* and *chapter* are abbreviated in such text citations:

(Cheek & Buss, 1981, p. 332)

(Shimamura, 1989, chap. 3)

For electronic sources that do not provide page numbers, use the paragraph number, if available, preceded by the paragraph symbol or the abbreviation para. If neither paragraph nor page numbers are visible, cite the heading and the number of the paragraph following it to direct the reader to the location of the material (see section 3.39).

(Myers, 2000, ¶ 5)

(Beutler, 2000, Conclusion section, para. 1)

Citation of a work discussed in a secondary source:

Give the secondary source in the reference list; in the text name the original work, and give a citation for the secondary source.

Piaget's (1955) study of conservation (as cited in Berk, 2002).....

Basic Citation Styles within the body of the text.

(adapted from the *Publication Manual of the American Psychological Association*, 6th edition, p. 177).

Type of Citation	First Citation in text	Subsequent citations in text	Parenthetical format, first citation in text	Parenthetical format, subsequent citations in text
One work by one author	Walker (2007)	Walker (2007)	(Walker, 2007)	(Walker, 2007).
One work by two authors	Walker and Allen (2004)	Walker and Allen (2004)	(Walker & Allen, 2004).	(Walker & Allen, 2004).
One work by three authors	Bradley, Ramirez, and Soo (1999)	Bradley et al. (1999)	(Bradley, Ramirez, & Soo, 1999).	(Bradley et al., 1999).
One work by four authors	Bradley, Ramirez, Soo, and Walsh (2006)	Bradley et al. (2006)	(Bradley, Ramirez, Soo, & Walsh, 2006).	(Bradley et al., 2006).
One work by five authors	Walker, Allen, Bradley, Ramirez, and Soo (2008)	Walker et al. (2008)	(Walker, Allen, Bradley, Ramirez, & Soo, 2008).	(Walker et al., 2008).
One work by six or more authors	Wasserstein et al. (2005)	Wasserstein et al. (2005)	(Wasserstein et al., 2005).	(Wasserstein et al., 2005).
Groups (readily identified through abbreviation) as authors	National Institute of Mental Health (NIHM, 2003)	NIMH (2003)	(National Institute of Mental Health [NIHM], 2003).	(NIHM, 2003).
Groups (no abbreviation) as authors	University of Pittsburgh (2005)	University of Pittsburgh (2005)	(University of Pittsburgh, 2005)	(University of Pittsburgh, 2005).

References

[References start on a new page; use this title for your reference page; center the title; **double space between references**]

Alphabetizing Names

- alphabetize letter by letter
- if several works are by the same author, give the author's name in the first and all subsequent references. If s/he is the only author arrange by earliest publication first, otherwise alphabetize by the authors that follow:
Hewlett, L. S. (1996).
Hewlett, L. S. (1999).
Hewlett, L. S., & Allen, R. L. (2001).
Hewlett, L. S., & Allen, R. L. (2003).
Hewlett, L. S., Allen, R. L., & Gosling, J. R. (1995).

General Forms of the References**Periodicals: journals, magazines, newspapers, and newsletters**

- First line flush left, second line indented.
- The first letter in the article title is Capitalized, all other parts of the title are not, unless there is a colon in the title, then the letter following the colon is capitalized. Proper nouns are capitalized.
- Italics on the Periodical name and the volume number. Use upper and lower case in the periodical name.
- Include the digital identifier (DOI) in the reference if one is assigned from an electronic source. If no DOI is assigned to the content and you retrieved it online, include the home page URL for the document in the reference. Use this format: Retrieved from <http://www.xxxxxxxxx>

General reference form:

Author, A. A., Author, B. B., & Author, C. C. (year). Title of article. *Title of Periodical*, xx, pp-
pp. doi:xx.xxxxxxxxxx

Herbst-Damm, K. L., & Kulik, J. A. (2005). Volunteer support, marital status, and the survival times of terminally ill patients. *Health Psychology*, 24, 225-229. Doi: 10.1037/0278-6133.24.2.225

Nonperiodical, Book

Robinson, D. N. (Ed.). (1992). *Social discourse and moral judgment*. San Diego, CA: Academic Press.

Electronic Media and URLs Resources – Websites, Journals from the electronic database

For the latest electronic format, refer to
<http://www.apastyle.org/electmedia.html>

The retrieval statement provides the date the information was retrieved, along with the name and/or address of the source.

Electronic reference formats recommended by the American Psychological Association (2000,

October 12). Retrieved October 23, 2000, from <http://www.apa.org/journals/webref.html>

Eid, M., & Langeheine, R. (1999). The measurement of consistency and occasion specificity

with latent class models: A new model and its application to the measurement of affect.

Psychological Methods, 4, 100-116. Retrieved November 19, 2000, from the

PsychARTICLES database.