

Crediting Sources

Scientific knowledge represents the accomplishments of many researchers over time. A critical part of the writing process is helping readers place your contribution in context by citing the researchers who influenced you. In this chapter, we provide the ground rules for acknowledging how others contributed to your work. We begin by describing the appropriate level of citation and offer a brief review of plagiarism and self-plagiarism. Next, we offer guidelines on formatting quoted material in text and information on seeking permission to reprint or adapt previously published material. This is followed by instruction on citing sources in text and a description of key elements of the reference list.

When to Cite

Cite the work of those individuals whose ideas, theories, or research have directly influenced your work. They may provide key background information, support or dispute your thesis, or offer critical definitions and data. Citation of an article implies that you have personally read the cited work. In addition to crediting the ideas of others that you used to build your thesis, provide documentation for all facts and figures that are not common knowledge. Figure 6.1 provides an example of the appropriate level of citation, adapted from an article in an APA journal.

The number of sources you cite in your work will vary by the intent of the article. For most articles, aim to cite one or two of the most representative sources for each key point. However, because the intent of a review article is to acquaint readers with all that has been written on a topic, authors of literature reviews typically include a more exhaustive list of citations.

Figure 6.1. Example of Appropriate Citation Level

Left-handers make up 8% to 13% of most human populations, with left-handedness more common in men than in women (Gilbert & Wysocki, 1992; McManus, 1991). Secondary school and university students engaged in "interactive" sports such as tennis and basketball are significantly more likely to be left-handed than those engaged in "noninteractive" sports such as swimming or rowing, or than those in the general population (Grouios, Tsorbatzoudis, Alexandris, & Barkoukis, 2000; Raymond et al., 1996). One possible explanation for this handedness bias is that left-handers are better than right-handers at some visuomotor tasks, as has been invoked to explain the left-handed bias among elite tennis players (Holtzen, 2000).

Note. Adapted from "Frequency-Dependent Performance and Handedness in Professional Baseball Players (*Homo sapiens*)," by E. D. Clotfelter, 2008, *Journal of Comparative Psychology*, 122, p. 68. Copyright 2008 by the American Psychological Association.

6.01 Plagiarism

As stated in Chapter 1, "Authors do not present the work of another as if it were their own work" (p. 16). Whether paraphrasing, quoting an author directly, or describing an idea that influenced your work, you must credit the source. To avoid charges of plagiarism, take careful notes as you research to keep track of your sources and cite those sources according to the guidelines presented in this chapter (see also section 1.10).

6.02 Self-Plagiarism

Whereas *plagiarism* refers to the practice of claiming credit for the words, ideas, and concepts of others, *self-plagiarism* refers to the practice of presenting one's own previously published work as though it were new. As noted in Chapter 1, "The core of the new document must constitute an original contribution to knowledge, and only the amount of previously published material necessary to understand that contribution should be included, primarily in the discussion of theory and methodology" (p. 16). Avoid charges of self-plagiarism by familiarizing yourself with the ethical standards regarding duplicate publication and the legal standards of fair use (see also section 1.10).

Quoting and Paraphrasing

6.03 Direct Quotation of Sources

Reproduce word for word material directly quoted from another author's work or from your own previously published work, material replicated from a test item, and verbatim instructions to participants. When quoting, always provide the author, year, and specific page citation or paragraph number for nonpaginated material (see section 6.05) in the text and include a complete reference in the reference list (see Citing References in Text, p. 174, for exceptions to this rule).

If the quotation comprises fewer than 40 words, incorporate it into text and enclose the quotation with double quotation marks. If the quotation appears in mid-

sentence, end the passage with quotation marks, cite the source in parentheses immediately after the quotation marks, and continue the sentence. Use no other punctuation unless the meaning of the sentence requires such punctuation.

Interpreting these results, Robbins et al. (2003) suggested that the "therapists in dropout cases may have inadvertently validated parental negativity about the adolescent without adequately responding to the adolescent's needs or concerns" (p. 541), contributing to an overall climate of negativity.

If the quotation appears at the end of a sentence, close the quoted passage with quotation marks, cite the source in parentheses immediately after the quotation marks, and end with a period or other punctuation outside the final parenthesis.

Confusing this issue is the overlapping nature of roles in palliative care, whereby "medical needs are met by those in the medical disciplines; nonmedical needs may be addressed by anyone on the team" (Csikai & Chaitin, 2006, p. 112).

If the quotation comprises 40 or more words, display it in a freestanding block of text and omit the quotation marks. Start such a *block quotation* on a new line and indent the block about a half inch from the left margin (in the same position as a new paragraph). If there are additional paragraphs within the quotation, indent the first line of each an additional half inch. Double-space the entire quotation. At the end of a block quotation, cite the quoted source and the page or paragraph number in parentheses after the final punctuation mark.

Others have contradicted this view:

Co-presence does not ensure intimate interaction among all group members. Consider large-scale social gatherings in which hundreds or thousands of people gather in a location to perform a ritual or celebrate an event.

In these instances, participants are able to see the visible manifestation of the group, the physical gathering, yet their ability to make direct, intimate connections with those around them is limited by the sheer magnitude of the assembly. (Purcell, 1997, pp. 111–112)

Alternatively, if the quoted source is cited in the sentence introducing the block quote (e.g., "In 1997, Purcell contradicted this view . . ."), only the page or paragraph number is needed at the end of the quotation.

6.04 Paraphrasing Material

When paraphrasing or referring to an idea contained in another work, you are encouraged to provide a page or paragraph number, especially when it would help an interested reader locate the relevant passage in a long or complex text.

6.05 Direct Quotations of Online Material Without Pagination

Credit direct quotations of online material by giving the author, year, and page number in parentheses. Many electronic sources do not provide page numbers. If

paragraph numbers are visible, use them in place of page numbers. Use the abbreviation *para.*

Basu and Jones (2007) went so far as to suggest the need for a new “intellectual framework in which to consider the nature and form of regulation in cyberspace” (para. 4).

If the document includes headings and 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 quoted material.

In their study, Verbunt, Pernot, and Smeets (2008) found that “the level of perceived disability in patients with fibromyalgia seemed best explained by their mental health condition and less by their physical condition” (Discussion section, para. 1).

In some cases in which no page or paragraph numbers are visible, headings may be too unwieldy to cite in full. Instead, use a short title enclosed in quotation marks for the parenthetical citation:

“Empirical studies have found mixed results on the efficacy of labels in educating consumers and changing consumption behavior” (Golan, Kuchler, & Krissof, 2007, “Mandatory Labeling Has Targeted,” para. 4).

(The heading was “Mandatory Labeling Has Targeted Information Gaps and Social Objectives.”)

6.06 Accuracy of Quotations

Direct quotations must be accurate. Except as noted here and in sections 6.07 and 6.08, the quotation must follow the wording, spelling, and interior punctuation of the original source, even if the source is incorrect.

If any incorrect spelling, punctuation, or grammar in the source might confuse readers, insert the word *sic*, italicized and bracketed, immediately after the error in the quotation. (See sections 4.08 and 4.10 regarding the use of brackets in quotations.) Always check the manuscript copy against the source to ensure that there are no discrepancies.

6.07 Changes From the Source Requiring No Explanation

The first letter of the first word in a quotation may be changed to an uppercase or a lowercase letter. The punctuation mark at the end of a sentence may be changed to fit the syntax. Single quotation marks may be changed to double quotation marks and vice versa. Any other changes (e.g., italicizing words for emphasis or omitting words; see section 6.08) must be explicitly indicated.

6.08 Changes From the Source Requiring Explanation

Omitting material. Use three spaced ellipsis points (. . .) within a sentence to indicate that you have omitted material from the original source. Use four points to indicate

any omission between two sentences. The first point indicates the period at the end of the first sentence quoted, and the three spaced ellipsis points follow. Do not use ellipsis points at the beginning or end of any quotation unless, to prevent misinterpretation, you need to emphasize that the quotation begins or ends in midsentence.

Inserting material. Use brackets, not parentheses, to enclose material such as an addition or explanation inserted in a quotation by some person other than the original author (see also the second example in section 4.10).

“They are studying, from an evolutionary perspective, to what extent [children’s] play is a luxury that can be dispensed with when there are too many other competing claims on the growing brain . . .” (Henig, 2008, p. 40).

Adding emphasis. If you want to emphasize a word or words in a quotation, italicize the word or words. Immediately after the italicized words, insert within brackets the words *emphasis added*, that is, [emphasis added] (see section 4.08, second example).

6.09 Citations Within Quotations

Do not omit citations embedded within the original material you are quoting. The works cited need not be included in the list of references (unless you happen to cite them as primary sources elsewhere in your paper).

“In the United States, the American Cancer Society (2007) estimated that about 1 million cases of NMSC and 59,940 cases of melanoma would be diagnosed in 2007, with melanoma resulting in 8,110 deaths” (Miller et al., 2009, p. 209).

6.10 Permission to Quote, Reprint, or Adapt

You may need written permission from the owner of copyrighted work if you include lengthy quotations or if you include reprinted or adapted tables or figures. *Reprinting* indicates that the material is reproduced exactly as it appeared originally, without modifications, in the way in which it was intended. *Adaptation* refers to the modification of material so that it is suitable for a new purpose (e.g., paraphrasing or presenting an original theory or idea discussed in a long passage in a published article in a new way that suits your study; using part of a table or figure in a new table or figure in your manuscript). Requirements for obtaining permission to quote copyrighted material vary from one copyright owner to another; for example, APA policy permits authors to use, with some exceptions, a maximum of three figures or tables from a journal article or book chapter, single text extracts of fewer than 400 words, or a series of text extracts that total fewer than 800 words without requesting formal permission from APA. It is important to check with the publisher or copyright owner regarding specific requirements for permission to quote from or adapt copyrighted material.

It is the author’s responsibility to find out whether permission is required from the copyright owner and to obtain it for both print and electronic reuse. APA cannot publish previously copyrighted material that exceeds the copyright holder’s determination of “fair use” without permission.

If you must obtain written permission from the copyright owner, append a footnote to the quoted material with a superscript number, and in the footnote acknowl-

edge permission from the owner of the copyright. Format the footnote as shown in Chapter 2, section 2.12.

Citing References in Text

References in APA publications are cited in text with an author–date citation system and are listed alphabetically in the reference list. This style of citation briefly identifies the source for readers and enables them to locate the source of information in the alphabetical reference list at the end of the article. Each reference cited in text must appear in the reference list, and each entry in the reference list must be cited in text. Make certain that each source referenced appears in both places and that the text citation and reference list entry are identical in spelling of author names and year.

However, two kinds of material are cited only in the text: references to classical works such as the Bible and the Qur'an, whose sections are standardized across editions, and references to personal communications (see sections 6.18 and 6.20). References in a meta-analysis are not cited in text unless they are also mentioned in the text (see section 6.26)

6.11 One Work by One Author

The author–date method of citation requires that the surname of the author (do not include suffixes such as *Jr.*) and the year of publication be inserted in the text at the appropriate point:

Kessler (2003) found that among epidemiological samples
Early onset results in a more persistent and severe course (Kessler, 2003).

If the name of the author appears as part of the narrative, as in the first example, cite only the year of publication in parentheses. Otherwise, place both the name and the year, separated by a comma, in parentheses (as in the second example). Even if the reference includes month and year, include only the year in the text citation. In the rare case in which both the year and the author are given as part of the textual discussion, do not add parenthetical information:

In 2003, Kessler's study of epidemiological samples showed that

Within a paragraph, when the name of the author is part of the narrative (as in the first example above), you need not include the year in subsequent nonparenthetical references to a study as long as the study cannot be confused with other studies cited in the article. Do include the year in all parenthetical citations:

Among epidemiological samples, Kessler (2003) found that early onset social anxiety disorder results in a more potent and severe course. Kessler also found. . . . The study also showed that there was a high rate of comorbidity with alcohol abuse or dependence and major depression (Kessler, 2003).

However, when both the name and the year are in parentheses (as in the second example above), include the year in subsequent citations within the paragraph:

Early onset results in a more persistent and severe course (Kessler, 2003).
Kessler (2003) also found. . . .

6.12 One Work by Multiple Authors

When a work has two authors, cite both names every time the reference occurs in text. When a work has three, four, or five authors, cite all authors the first time the reference occurs; in subsequent citations, include only the surname of the first author followed by *et al.* (not italicized and with a period after *al*) and the year if it is the first citation of the reference within a paragraph.

Kisangau, Lyaruu, Hosea, and Joseph (2007) found [Use as first citation in text.]
Kisangau et al. (2007) found [Use as subsequent first citation per paragraph thereafter.]
Kisangau et al. found [Omit year from subsequent citations after first nonparenthetical citation within a paragraph. Include the year in subsequent citations if first citation within a paragraph is parenthetical. See section 6.11.]

Exception: If two references of more than three surnames with the same year shorten to the same form (e.g., both Ireys, Chernoff, DeVet, & Kim, 2001, and Ireys, Chernoff, Stein, DeVet, & Silver, 2001, shorten to Ireys et al., 2001), cite the surnames of the first authors and of as many of the subsequent authors as necessary to distinguish the two references, followed by a comma and *et al.*

Ireys, Chernoff, DeVet, et al. (2001) and Ireys, Chernoff, Stein, et al. (2001)

Precede the final name in a multiple-author citation in running text by the word *and*. In parenthetical material, in tables and captions, and in the reference list, join the names by an ampersand (&):

as Kurtines and Szapocznik (2003) demonstrated
as has been shown (Jöreskog & Sörbom, 2007)

When a work has six or more authors, cite only the surname of the first author followed by *et al.* (not italicized and with a period after *al*) and the year for the first and subsequent citations. (See section 6.27 and Example 2 in Chapter 7 for how to cite works with more than six authors in the reference list.) If two references with six or more authors shorten to the same form, cite the surnames of the first authors and of as many of the subsequent authors as necessary to distinguish the two references, followed by a comma and *et al.* For example, suppose you have entries for the following references:

Kosslyn, Koenig, Barrett, Cave, Tang, and Gabrieli (1996)
Kosslyn, Koenig, Gabrieli, Tang, Marsolek, and Daly (1996)

In text you would cite them, respectively, as

Kosslyn, Koenig, Barrett, et al. (1996) and Kosslyn, Koenig, Gabrieli, et al. (1996)

Table 6.1 illustrates the basic citation styles. Exceptions and citation styles that do not work in the tabular format are discussed in text or included as part of the example references.

6.13 Groups as Authors

The names of groups that serve as authors (e.g., corporations, associations, government agencies, and study groups) are usually spelled out each time they appear in a text citation. The names of some group authors are spelled out in the first citation and abbreviated thereafter. In deciding whether to abbreviate the name of a group author, use the general rule that you need to give enough information in the text citation for the reader to locate the entry in the reference list without difficulty. If the name is long and cumbersome and if the abbreviation is familiar or readily understandable, you may abbreviate the name in the second and subsequent citations. If the name is short or if the abbreviation would not be readily understandable, write out the name each time it occurs (see examples in Table 6.1).

6.14 Authors With the Same Surname

If a reference list includes publications by two or more primary authors with the same surname, include the first author's initials in all text citations, even if the year of publication differs. Initials help the reader to avoid confusion within the text and to locate the entry in the list of references (see section 6.25 for the order of appearance in the reference list).

References:

Light, I. (2006). *Deflecting immigration: Networks, markets, and regulation in Los Angeles*. New York, NY: Russell Sage Foundation.

Light, M. A., & Light, I. H. (2008). The geographic expansion of Mexican immigration in the United States and its implications for local law enforcement. *Law Enforcement Executive Forum Journal*, 8, 73–82.

Text Cites:

Among studies, we review M. A. Light and Light (2008) and I. Light (2006).

6.15 Works With No Identified Author or With an Anonymous Author

When a work has no identified author, cite in text the first few words of the reference list entry (usually the title) and the year. Use double quotation marks around the title of an article, a chapter, or a web page and italicize the title of a periodical, a book, a brochure, or a report:

on free care ("Study Finds," 2007)
the book *College Bound Seniors* (2008)

Table 6.1. Basic Citation Styles

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 (NIMH), 2003)	NIMH (2003)	(National Institute of Mental Health [NIMH], 2003)	(NIMH, 2003)
Groups (no abbreviation) as authors	University of Pittsburgh (2005)	University of Pittsburgh (2005)	(University of Pittsburgh, 2005)	(University of Pittsburgh, 2005)

Treat references to legal materials like references to works with no author; that is, in text, cite materials such as court cases, statutes, and legislation by the first few words of the reference and the year (see Appendix 7.1 for the format of text citations and references for legal materials).

When a work's author is designated as "Anonymous," cite in text the word *Anonymous* followed by a comma and the date:

(Anonymous, 1998)

In the reference list, an anonymous work is alphabetized by the word *Anonymous* (see section 6.25).

6.16 Two or More Works Within the Same Parentheses

Order the citations of two or more works within the same parentheses alphabetically in the same order in which they appear in the reference list (including citations that would otherwise shorten to *et al.*).

Arrange two or more works by the same authors (in the same order) by year of publication. Place in-press citations last. Give the authors' surnames once; for each subsequent work, give only the date.

Training materials are available (Department of Veterans Affairs, 2001, 2003)
Past research (Gogel, 1990, 2006, in press)

Identify works by the same author (or by the same two or more authors in the same order) with the same publication date by the suffixes *a*, *b*, *c*, and so forth, after the year; repeat the year. The suffixes are assigned in the reference list, where these kinds of references are ordered alphabetically by title (of the article, chapter, or complete work).

Several studies (Derryberry & Reed, 2005a, 2005b, in press-a; Rothbart, 2003a, 2003b)

List two or more works by different authors who are cited within the same parentheses in alphabetical order by the first author's surname. Separate the citations with semicolons.

Several studies (Miller, 1999; Shafranske & Mahoney, 1998)

Exception: You may separate a major citation from other citations within parentheses by inserting a phrase, such as *see also*, before the first of the remaining citations, which should be in alphabetical order:

(Minor, 2001; see also Adams, 1999; Storandt, 2007)

6.17 Secondary Sources

Use secondary sources sparingly, for instance, when the original work is out of print, unavailable through usual sources, or not available in English. Give the secondary source in the reference list; in text, name the original work and give a citation for the secondary source. For example, if Allport's work is cited in Nicholson and you did not read Allport's work, list the Nicholson reference in the reference list. In the text, use the following citation:

Allport's diary (as cited in Nicholson, 2003).

6.18 Classical Works

When a date of publication is inapplicable, such as for some very old works, cite the year of the translation you used, preceded by *trans.*, or the year of the version you used, followed by *version*. When you know the original date of publication, include it in the citation.

(Aristotle, trans. 1931)
James (1890/1983)

Reference list entries are not required for major classical works, such as ancient Greek and Roman works or classical religious works; simply identify in the first citation in the text the version you used. Parts of classical works (e.g., books, chapters, verses, lines, cantos) are numbered systematically across all editions, so use these numbers instead of page numbers when referring to specific parts of your source:

1 Cor. 13:1 (Revised Standard Version)
(Qur'an 5:3–4)

6.19 Citing Specific Parts of a Source

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 6.03). Note that *page*, but not *chapter*, is abbreviated in such text citations:

(Centers for Disease Control and Prevention, 2005, p. 10)
(Shimamura, 1989, Chapter 3)

For guidance on citing electronic sources that do not provide page numbers, see section 6.05.

See section 6.18 for citing parts of classical works.

6.20 Personal Communications

Personal communications may be private letters, memos, some electronic communications (e.g., e-mail or messages from nonarchived discussion groups or electronic bulletin boards), personal interviews, telephone conversations, and the like. Because they do not provide recoverable data, personal communications are not included in the reference list. Cite personal communications in text only. Give the initials as well as the surname of the communicator, and provide as exact a date as possible:

T. K. Lutes (personal communication, April 18, 2001)
(V.-G. Nguyen, personal communication, September 28, 1998)

Use your judgment in citing other electronic forms as personal communications; online networks currently provide a casual forum for communicating, and what you cite should have scholarly relevance.

Some forms of personal communication are recoverable, and these should be referenced as archival materials. See section 7.10 for templates, descriptions, and examples of archival sources in the reference list.

6.21 Citations in Parenthetical Material

In a citation that appears in parenthetical text, use commas, not brackets, to set off the date:

(see Table 3 of U.S. Department of Labor, 2007, for complete data)

Reference List

The reference list at the end of a journal article provides the information necessary to identify and retrieve each source. Choose references judiciously and include only the sources that you used in the research and preparation of the article. APA journals and other journals using APA Style generally require reference lists, not bibliographies.¹ APA requires that the reference list be double-spaced and that entries have a hanging indent. Because a reference list includes only references that document the article and provide recoverable data, do not include in the list personal communications, such as letters, memoranda, and informal electronic communications. Instead, cite personal communications only in text (see section 6.20 for format).

6.22 Construction of an Accurate and Complete Reference List

Because one purpose of listing references is to enable readers to retrieve and use the sources, reference data must be correct and complete. Each entry usually contains the following elements: author, year of publication, title, and publishing data—all the information necessary for unique identification and library search. The best way to ensure that information is accurate and complete is to check each reference carefully against the original publication. Give special attention to spelling of proper names and of words in foreign languages, including accents or other special marks, and to completeness of journal titles, years, volume and issue numbers, page numbers, and electronic retrieval data. Authors are responsible for all information in their reference lists. Accurately prepared references help establish your credibility as a careful researcher.

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

Abbreviation	Book or publication part
ed.	edition
Rev. ed.	Revised edition
2nd ed.	second edition
Ed. (Eds.)	Editor (Editors)
Trans.	Translator(s)
n.d.	no date
p. (pp.)	page (pages)
Vol.	Volume (as in Vol. 4)
Vols.	Volumes (as in Vols. 1–4)
No.	Number
Pt.	Part
Tech. Rep.	Technical Report
Suppl.	Supplement

Arabic numerals. Although some volume numbers of books and journals are given in Roman numerals, APA journals use Arabic numerals (e.g., Vol. 3, not Vol. III) because they use less space and are easier to comprehend than Roman numerals. A Roman numeral that is part of a title should remain Roman (e.g., *Attention and Performance XIII*).

¹Note that a *reference list* cites works that specifically support a particular article. In contrast, a *bibliography* cites works for background or for further reading and may include descriptive notes.

6.23 Consistency

Consistency in reference style is important, especially in light of evolving technologies in database indexing, such as automatic indexing by database crawlers. These computer programs use algorithms to capture data from primary articles as well as from the article reference list. If reference elements are out of order or incomplete, the algorithm may not recognize them, lowering the likelihood that the reference will be captured for indexing. With this in mind, follow the general formats for placement of data and use the electronic reference guidelines detailed in this chapter to decide which data are necessary to allow readers to access the sources you used.

6.24 Using the Archival Copy or Version of Record

When using information and data retrieved online, check to see whether you are citing the appropriate version of your reference source. In-progress and final versions of the same work might coexist on the Internet, which can present challenges in determining which version is most current and most authoritative. In most cases, it is best to cite the archival version or version of record, which has been peer-reviewed and may provide additional links to online supplemental material. If the most current version available was an advance release version at the time that you originally cited it, recheck the source and update its publication status as close as possible to the publication date of your work (see section 6.32).

6.25 Order of References in the Reference List

The principles for arranging entries in a reference list are described next. You may also find it helpful to look at the reference list in Chapter 2 in the sample manuscript and at reference lists in journals that are published in APA Style.

Alphabetizing names. Arrange entries in alphabetical order by the surname of the first author followed by initials of the author's given name, and use the following rules for special cases:

- Alphabetize by the author's surname. This surname/given name formula is commonly used in Western countries but is less commonly used in many Eastern countries. If you are uncertain about the proper format for a name, check with the author for the preferred form or consult the author's previous publication for the commonly used form (e.g., Chen Zhe may publish under Zhe Chen in the United States).
- Alphabetize letter by letter. When alphabetizing surnames, remember that "nothing precedes something": Brown, J. R., precedes Browning, A. R., even though *i* precedes *j* in the alphabet.

Singh, Y., precedes Singh Siddhu, N.

López, M. E., precedes López de Molina, G.

Ibn Abdulaziz, T., precedes Ibn Nidal, A. K. M.

Girard, J.-B., precedes Girard-Perregaux, A. S.

Villafuerte, S. A., precedes Villa-Lobos, J.

Benjamin, A. S., precedes ben Yaakov, D.

- Alphabetize the prefixes M', Mc, and Mac literally, not as if they were all spelled *Mac*. Disregard the apostrophe: MacArthur precedes McAllister, and MacNeil precedes M'Carthy.
- Alphabetize entries with numerals chronologically (e.g., Macomber, J., II, precedes Macomber, J., III).

Order of several works by the same first author. When ordering several works by the same first author, give the author's name in the first and all subsequent references, and use the following rules to arrange the entries:

- One-author entries by the same author are arranged by year of publication, the earliest first:

Upenieks, V. (2003).
Upenieks, V. (2005).

- One-author entries precede multiple-author entries beginning with the same surname (even if the multiple-author work was published earlier):

Alleyne, R. L. (2001).
Alleyne, R. L., & Evans, A. J. (1999).

- References with the same first author and different second or third authors are arranged alphabetically by the surname of the second author or, if the second author is the same, the surname of the third author, and so on:

Boockvar, K. S., & Burack, O. R. (2007).
Boockvar, K. S., Carlson LaCorte, H., Giambanco, V., Friedman, B., & Siu, A. (2006).
Hayward, D., Firsching, A., & Brown, J. (1999).
Hayward, D., Firsching, A., & Smigel, J. (1999).

- References with the same authors in the same order are arranged by year of publication, the earliest first:

Cabading, J. R., & Wright, K. (2000).
Cabading, J. R., & Wright, K. (2001).

- References by the same author (or by the same two or more authors in the same order) with the same publication date are arranged alphabetically by title (excluding *A* or *The*).

Exception: If the references with the same authors published in the same year are identified as articles in a series (e.g., Part 1 and Part 2), order the references in the series order, not alphabetically by title.

Place lowercase letters—*a*, *b*, *c*, and so forth—immediately after the year, within the parentheses:

Baheti, J. R. (2001a). Control . . .
Baheti, J. R. (2001b). Roles of . . .

Order of several works by different first authors with the same surname. Arrange works by different authors with the same surname alphabetically by first initial:

Mathur, A. L., & Wallston, J. (1999).
Mathur, S. E., & Ahlers, R. J. (1998).

Note: Include initials with the surname of the first author in text citations (see section 6.14).

Order of works with group authors or with no authors. Occasionally, a work will have as its author an agency, association, or institution, or it will have no author at all.

Alphabetize group authors, such as associations or government agencies, by the first significant word of the name. Full official names should be used (e.g., American Psychological Association, not APA). A parent body precedes a subdivision (e.g., University of Michigan, Department of Psychology).

If, and only if, the work is signed "Anonymous," begin the entry with the word *Anonymous* spelled out, and alphabetize the entry as if Anonymous were a true name.

If there is no author, move the title to the author position, and alphabetize the entry by the first significant word of the title.

Treat legal references like references with no author; that is, alphabetize legal references by the first significant item in the entry (word or abbreviation). See Appendix 7.1 for the format of references for legal materials and ways to cite them in the text.

6.26 References Included in a Meta-Analysis

If the number of articles contributing studies to the meta-analysis is relatively small (e.g., about 50 or fewer), they should appear in the reference list with an asterisk included to identify them. If the number of articles in the meta-analysis exceeds 50, then the references to the articles should be placed in a list and submitted as an online supplemental archive. In this second case, if an article is mentioned in the text and is included in the meta-analysis, it should be cited both in the reference list and in the supplemental materials.

Add the following statement before the first reference entry: *References marked with an asterisk indicate studies included in the meta-analysis.* The in-text citations to studies selected for meta-analysis are not preceded by asterisks.

Bandura, A. J. (1977). *Social learning theory*. Englewood Cliffs, NJ: Prentice Hall.
*Bretschneider, J. G., & McCoy, N. L. (1968). Sexual interest and behavior in healthy 80- to 102-year-olds. *Archives of Sexual Behavior*, 14, 343–350.

Reference Components

In general, a reference should contain the author name, date of publication, title of the work, and publication data. The following sections (6.27–6.31) describe these components. Detailed notes on style accompany the description of each element, and example numbers given in parentheses correspond to examples in Chapter 7 in sections 7.01–7.11.

6.27 Author and Editor Information

Authors.

- Invert all authors' names; give surnames and initials for up to and including seven authors (e.g., Author, A. A., Author, B. B., & Author, C. C.). When authors number eight or more, include the first six authors' names, then insert three ellipsis points, and add the last author's name (see Chapter 7, Example 2). In text, follow the citation guidelines in section 6.12.
- If the reference list includes different authors with the same surname and first initial, the authors' full first names may be given in brackets:

Janet, P. [Paul]. (1876). La notion de la personnalité [The notion of personality]. *Revue Scientifique*, 10, 574–575.
 Janet, P. [Pierre]. (1906). The pathogenesis of some impulsions. *Journal of Abnormal Psychology*, 1, 1–17.

In text:

(Paul Janet, 1876)
 (Pierre Janet, 1906)

- If an author's first name is hyphenated, retain the hyphen and include a period after each initial (Lamour, J.-B., for Jean-Baptiste Lamour).
- Use commas to separate authors, to separate surnames and initials, and to separate initials and suffixes (e.g., Jr. and III; see Chapter 7, Example 24); with two to seven authors, use an ampersand (&) before the last author.
- Spell out the full name of a group author (e.g., Royal Institute of Technology; National Institute of Mental Health; see Chapter 7, Examples 31, 32, 35, 68). In a reference to a work with a group author (e.g., study group, government agency, association, corporation), a period follows the author element.
- If authors are listed with the word *with*, include them in the reference in parentheses: Bulatao, E. (with Winford, C. A.). The text citation, however, refers to the primary author only.
- In a reference to a work with no author, move the title to the author position, before the date of publication (see Chapter 7, Examples 9, 30, 71). A period follows the title.

Editors.

- In a reference to an edited book, place the editors' names in the author position, and enclose the abbreviation *Ed.* or *Eds.* in parentheses after the last editor's name. The period follows the parenthetical abbreviation (Eds.).
- In a reference to a chapter in an edited book, invert the chapter authors' names as noted above but do not invert book editors' names.
- The name of the book editor should be preceded by the word *In*. Provide initials and surnames for all editors (for substantial reference works with a large editorial board, naming the lead editor followed by *et al.* is acceptable).

Author, A. A. (2008). Title of chapter. In E. E. Editor (Ed.), *Title of book* (pp. xx–xx).
 Location: Publisher.

- For a book with no editor, simply include the word *In* before the book title.

6.28 Publication Date

- Give in parentheses the year the work was published (for unpublished or informally published works, give the year the work was produced).
- For magazines, newsletters, and newspapers, give the year and the exact date of the publication (month or month and day), separated by a comma and enclosed in parentheses (see Chapter 7, Examples 7–11). If the date is given as a season, give the year and the season, separated by a comma and enclosed in parentheses.
- For papers and posters presented at meetings, give the year and month of the meeting, separated by a comma and enclosed in parentheses.
- Write *in press* in parentheses for articles that have been accepted for publication but that have not yet been published (see Chapter 7, Example 6). Do not give a date until the article has actually been published. (To reference a paper that is still in progress, under review, or being revised, see Chapter 7, Example 59.)
- If no date is available, write *n.d.* in parentheses.
- For several volumes in a multivolume work or several letters from the same collection, express the date as a range of years from earliest to latest (see Chapter 7, Examples 23 and 65).
- For archival sources, indicate an estimated date that is reasonably certain but not stated on the document by using *ca.* (circa) and enclose the information in square brackets (see Chapter 7, Example 67).
- Finish the element with a period after the closing parenthesis.

6.29 Title

Article or chapter title. Capitalize only the first word of the title and of the subtitle, if any, and any proper nouns; do not italicize the title or place quotation marks around it. Finish the element with a period.

Mental and nervous diseases in the Russo-Japanese war: A historical analysis.

Periodical title: Journals, newsletters, magazines. Give the periodical title in full, in uppercase and lowercase letters. Italicize the name of the periodical.

Social Science Quarterly

Nonperiodical title: Books and reports.

- Capitalize only the first word of the title and of the subtitle, if any, and any proper nouns; italicize the title.
- Enclose additional information given on the publication for its identification and retrieval (e.g., edition, report number, volume number) in parentheses immediately after the title. Do not use a period between the title and the parenthetical information; do not italicize the parenthetical information.

Development of entry-level tests to select FBI special agents (Publication No. FR-PRD-94-06).

- If a volume is part of a larger, separately titled series or collection, treat the series and volume titles as a two-part title (see Chapter 7, Example 24).
- Finish the element with a period.

Nonroutine information in titles. If nonroutine information is important for identification and retrieval, provide it in brackets immediately after the title and any parenthetical information. Capitalize the first letter of the notation. Brackets indicate a description of form, not a title. Here are some of the more common notations that help identify works:

Notation

[Letter to the editor]
 [Special issue]
 [Special section]
 [Monograph]
 [Abstract]
 [Audio podcast]
 [Data file]
 [Brochure]
 [Motion picture]
 [Lecture notes]
 [CD]
 [Computer software]
 [Video webcast]
 [Supplemental material]

6.30 Publication Information

Periodicals: Journals, newsletters, magazines.

- Give the volume number after the periodical title; italicize it. Do not use *Vol.* before the number.
- Include the journal issue number (if available) along with the volume number if the journal is paginated separately by issue (see Chapter 7, Examples 3, 7, 8). Give the issue number in parentheses immediately after the volume number; do not italicize it. Give inclusive page numbers on which the cited material appears.
- Finish the element with a period.

Social Science Quarterly, 84, 508–525.

- Periodical publisher names and locations are generally not included in references, in accordance with long practice.

Nonperiodicals: Books and reports

- Give the location (city and state or, if outside of the United States, city and country) where the publisher is located as noted on the title page for books; reports; brochures; and other separate, nonperiodical publications.

- If the publisher is a university and the name of the state or province is included in the name of the university, do not repeat the name in the publisher location.
- The names of U.S. states and territories are abbreviated in the reference list and in the Method section (suppliers' locations); use the official two-letter U.S. Postal Service abbreviations. To cite locations outside the United States, spell out the city and the country names. However, if you are publishing outside the United States or for an international readership, check your institution's or publisher's specific style guidelines for writing out or abbreviating state, province, territory, and country names.
- Use a colon after the location.
- Give the name of the publisher in as brief a form as is intelligible. Write out the names of associations, corporations, and university presses, but omit superfluous terms, such as *Publishers, Co.*, and *Inc.*, which are not required to identify the publisher. Retain the words *Books* and *Press*.
- If two or more publisher locations are given in the book, give the location listed first or, if specified, the location of the publisher's home office.
- When the author is also the publisher, use *Author* to indicate the publisher.
- Finish the element with a period.

New York, NY: McGraw-Hill.

Washington, DC: Author.

Newbury Park, CA: Sage.

Pretoria, South Africa: Unisa.

6.31 Electronic Sources and Locator Information

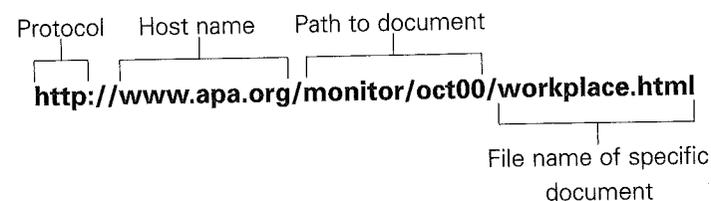
Since this manual was last updated, electronic journal publishing has gone from being the exception to the rule. Publishing in the online environment has greatly increased the efficiency of publication processes and has contributed to a more vibrant and timely sharing of research results. However, the electronic dissemination of information has also led to a number of new publishing models. Unedited articles can now be disseminated on the Internet in advance of publication. Links to supplementary material such as long data sets and videos can be embedded in electronic articles and made accessible with a simple click. Corrections that were formerly noted in a subsequent journal issue can now be made with no fanfare as a simple update to online files. All of these circumstances have called for new ways of tracking digital information.

In this new environment, some former models for referencing material no longer apply. It is not always clear how to distinguish the advance online version of an article from the final published version or how to determine which is the "version of record" (see section 6.24). Moreover, readers may be consulting the electronic version with supplemental material or the print version of the same article without supplemental material. In the ephemeral world of the web, article links are not always robust.

In general, we recommend that you include the same elements, in the same order, as you would for a reference to a fixed-media source and add as much electronic retrieval information as needed for others to locate the sources you cited. We discuss next some key elements of the electronic retrieval process, beginning with some general information about uniform resource locators (URLs) and digital object identifiers

(DOIs) and ending with formatting guidance for citing publication data from electronic sources.

Understanding a URL. The URL is used to map digital information on the Internet. The components of a URL are as follows:



Protocol indicates what method a web browser (or other type of Internet software) should use to exchange data with the file server on which the desired document resides. The protocols recognized by most browsers are hypertext transfer protocol (HTTP), hypertext transfer protocol secure (HTTPS), and file transfer protocol (FTP). In a URL, the protocol is followed by a colon and two forward slashes (e.g., <http://>).

Host or *domain name* identifies the server on which the files reside. On the web, it is often the address for an organization's home page (e.g., <http://www.apa.org> is the address for APA's home page). Although many domain names start with "www," not all do (e.g., <http://journals.apa.org> is the home page for APA's electronic journals, and <http://members.apa.org> is the entry page to the members-only portion of the APA site). The domain name is not case sensitive; for consistency and ease of reading, always type it in lowercase letters.

The domain name extension (in the preceding example, ".org") can help you determine the appropriateness of the source for your purpose. Different extensions are used depending on what entity hosts the site. For example, the extensions ".edu" and ".org" are for educational institutions and nonprofit organizations, respectively; ".gov" and ".mil" are used for government and military sites, respectively; and ".com" and ".biz" are used for commercial sites. Domain name extensions may also include a country code (e.g., ".ca" for Canada or ".nz" for New Zealand). The rest of the address indicates the directory path leading to the desired document.

All content on the Internet is prone to being moved, restructured, or deleted, resulting in broken hyperlinks and nonworking URLs in the reference list. In an attempt to resolve this problem, scholarly publishers have begun assigning a DOI to journal articles and other documents.

The DOI system. Developed by a group of international publishers, the DOI System provides a means of persistent identification for managing information on digital networks (see <http://www.doi.org/>). The DOI System is implemented through registration agencies such as CrossRef, which provides citation-linking services for the scientific publishing sector. According to their mission statement, CrossRef is dedicated "to enable easy identification and use of trustworthy electronic content by promoting the cooperative development and application of a sustainable infrastructure" (<http://www.crossref.org/>).

CrossRef's participants have developed a system that provides two critical functions. First, they assign each article a "unique identifier and underlying routing system" that functions as a clearinghouse to direct readers to content, regardless of where

the content resides (Kasdorf, 2003, p. 646). Second, they collaborate to use the DOI as an underlying linking mechanism "embedded" in the reference lists of electronic articles that allows click-through access to each reference. CrossRef currently has more than 2,600 participating publishers and scholarly societies.

The DOI as article identifier. A DOI is a unique alphanumeric string assigned by a registration agency (the International DOI Foundation) to identify content and provide a persistent link to its location on the Internet.

The publisher assigns a DOI when your article is published and made available electronically. All DOI numbers begin with a 10 and contain a prefix and a suffix separated by a slash. The prefix is a unique number of four or more digits assigned to organizations; the suffix is assigned by the publisher and was designed to be flexible with publisher identification standards. We recommend that when DOIs are available, you include them for both print and electronic sources.

The DOI is typically located on the first page of the electronic journal article, near the copyright notice (see Figure 6.2). The DOI can also be found on the database landing page for the article (see Figure 6.3).

The linking function of DOIs. The DOIs in the reference list function as links to the content you are referencing. The DOI may be hidden under a button labeled *Article*, *CrossRef*, *PubMed*, or another full-text vendor name (see Figure 6.4). Readers can then click on the button to view the actual article or to view an abstract and an opportunity to purchase a copy of the item. If the link is not live or if the DOI is referenced in a print publication, the reader can simply enter the DOI into the *DOI resolver* search field provided by the registration agency CrossRef.org and be directed to the article or a link to purchase it (see Figure 6.5). Locating the article online with the DOI will give you electronic access to any online supplemental archives associated with the article (see section 2.13 regarding supplemental materials).

6.32 Providing Publication Data for Electronic Sources

- For electronic versions based on a print source (as in PDF), give inclusive page numbers for the article cited. Use *pp.* before the page numbers in references to newspapers. See Chapter 7, Examples 1–3.

Figure 6.2. Location of Digital Object Identifier (DOI) in Journal Article

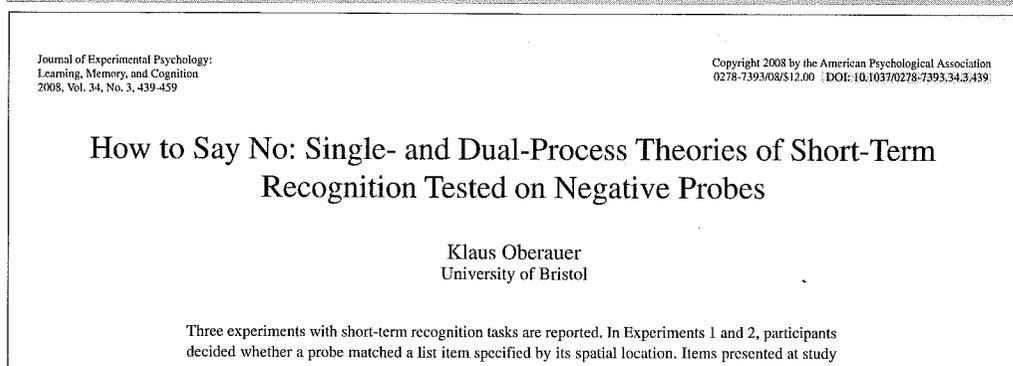


Figure 6.3. Location of Digital Object Identifier for Article on Database Landing Page

Full Record Display

Unique Identifier
2008-08834-010

Title
A taxonomy of behavior change techniques used in interventions.

Publication Year
2008

Language
English

Author
[Abraham, Charles](#) ; [Michie, Susan](#)

Email
Abraham, Charles: s.c.s.abraham@sussex.ac.uk

Correspondence Address
Charles Abraham, Department of Psychology, University of Sussex, Falmer, Brighton, England, BN1 9QG, s.c.s.abraham@sussex.ac.uk

Affiliation
Abraham, Charles Department of Psychology, University of Sussex, Brighton, England
Michie, Susan Department of Psychology, University College London, London, England

Source
Health Psychology. Vol 27(3), May 2008, 379-387.

ISSN
0278-6133 (Print); 1930-7810 (Electronic)

Publisher
American Psychological Association: US

Other Publishers
Lawrence Erlbaum Associates, US

Format Availability
Electronic; Print

Format Covered
Electronic

Publication Type
Journal; Peer Reviewed Journal

Document Type
Journal Article

Digital Object Identifier
[10.1037/0278-6133.27.3.379](https://doi.org/10.1037/0278-6133.27.3.379)

Keywords
behavior change; intervention; content; techniques; taxonomy; CONSORT

Index Terms
[*Behavior Change](#); [*Health Promotion](#); [*Intervention](#); [*Taxonomies](#)

Classification Codes
[3300 Health & Mental Health Treatment & Prevention](#)

Population Group
Human

Methodology
[0400 Empirical Study](#); [1800 Quantitative Study](#)

Auxiliary Materials
Other (Internet Available)

Release Date
20080714

Figure 6.4. Example of Reference in Electronic Document With Digital Object Identifier Hidden Behind a Button

<ref>Hedges, L. V., & Vevea, J. L. (1998). Fixed- and random-effects models in meta-analysis. *Psychological Methods*, 3, 486<en>504. [PsycINFO](#) [Article](#)

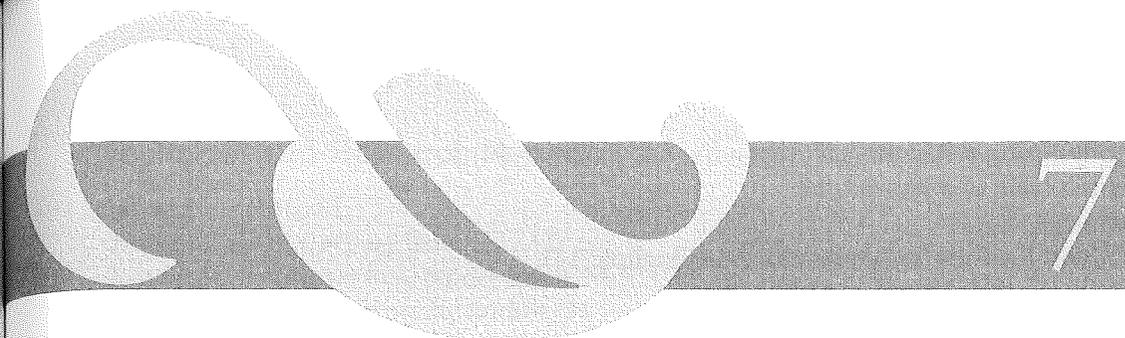
- Provide the DOI, if one has been assigned to the content. Publishers who follow best practices publish the DOI prominently on the first page of an article. Because the DOI string can be long, it is safest to copy and paste whenever possible. Provide the alphanumeric string for the DOI exactly as published in the article. This is not a style issue but a retrieval issue.
- Use this format for the DOI in references: doi:xxxxxxx
- When a DOI is used, no further retrieval information is needed to identify or locate the content.
- If no DOI has been assigned to the content, provide the home page URL of the journal or of the book or report publisher. If you are accessing the article from a private

Figure 6.5. Digital Object Identifier Resolver



database, you may need to do a quick web search to locate this URL. Transcribe the URL correctly by copying it directly from the address window in your browser and pasting it into your working document (make sure the automatic hyphenation feature of your word processor is turned off).

- Do not insert a hyphen if you need to break a URL across lines; instead, break the URL before most punctuation (an exception would be `http://`). Do not add a period after the URL, to prevent the impression that the period is part of the URL. This is not a style issue but a retrieval issue.
- Test URLs in your references at each stage prior to the submission and/or publication of your work. If the document you are citing has moved, update the URL so that it points to the correct location. If the content is no longer available, substitute another source (i.e., the final version if you originally cited a draft) or drop it from the paper altogether.
- In general, it is not necessary to include database information. Journal coverage in a particular database may change over time; also, if using an aggregator such as EBSCO, OVID, or ProQuest (each of which contain many discipline-specific databases, such as PsycINFO), it may be unclear exactly which database provided the full text of an article.
- Some archival documents (e.g., discontinued journals, monographs, dissertations, or papers not formally published) can only be found in electronic databases such as ERIC or JSTOR. When the document is not easily located through its primary publishing channels, give the home or entry page URL for the online archive.
- Do not include retrieval dates unless the source material may change over time (e.g., Wikis).
- As with references to material in print or other fixed media, it is preferable to cite the final version (i.e., archival copy or version of record; see section 6.24).



Reference Examples

This chapter contains examples of references in APA Style. The examples are grouped into the following categories: periodicals; books, reference books, and book chapters; technical and research reports; meetings and symposia; doctoral dissertations and master's theses; reviews and peer commentary; audiovisual media; data sets, software, measurement instruments, and apparatus; unpublished and informally published works; archival documents and collections; and retrievable personal communications. In most categories, references to electronic or downloadable versions of each source type are integrated among references to print or other fixed media versions.

The most common kinds of references are illustrated here. Occasionally, however, you may need to use a reference for a source for which this chapter does not provide specific guidance. In such a case, choose the example that is most like your source and follow that format. Additional reference examples may be found on the APA Style website (www.apastyle.org). When in doubt, provide more information rather than less. Because one purpose of listing references is to enable readers to retrieve and use the sources, most entries contain the following elements: author, year of publication, title, and publishing or retrieval data—all the information necessary for unique identification and library search.

Following is an index to the reference examples that lists types of work referenced and variations of each reference element. The numbers after each index entry refer to the numbered reference examples. Appendix 7.1 at the end of this chapter includes templates and example references to legal materials.

Types and Variations

Periodicals

- abstract, 16, 17
- advance online publication, 5

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Federal Register (see Appendix 7.1, Example 18)
 in-press article, preprint archive, 6
 issue of a journal, entire, 12
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 without DOI, 3, 4
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 paginated by issue, 3
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 supplement, monograph, 13
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 synopsis (see abstract)
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informally published or self-archived work, from ERIC, 62
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message posted on,
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 a newsgroup, online forum, or discussion group, 74
video blog post, 77

Author Variations

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corporate author, 28, 31, 32, 35, 49
editors, 21–27, 29
 editorial board (*see* section 6.27),

in place of author, 12, 22, 23, 27
lead (*see* section 6.27), 22, 27
no editor, 30
number of (*see* section 6.27)
of proceedings, 39
of special issues, 12
series, 24
volume, 23
government agency or institute, 31
group authors, 28, 31, 32, 35, 49, 53, 54, 68, 72
hyphenated first name (*see* section 6.27)
initials and surname, order of (*see* section 6.27)
 for the specific work referenced, 1–2
 for the book or collection in which the specific work is found, 21, 25–26
Jr. in name, 24
name suffixes (Jr., III), 24 (*see* section 6.27)
number of authors
 none, 9, 14, 30, 47
 one, 5, 6, 8, 10, 18, 19, 20, 37, 40–45, 48, 61–66, 69, 70
 two, 3, 4, 15, 17, 33, 34, 46, 58, 60
 three, four, or five, 7, 13, 16, 38, 39, 59
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Title Variations

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Examples by Type

7.01 Periodicals

Periodicals include items published on a regular basis such as journals, magazines, newspapers, and newsletters.

General reference form:

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

- Include the digital object identifier (DOI) in the reference if one is assigned (*see* section 6.31).
- If no DOI is assigned to the content and you retrieved it online, include the home page URL for the journal, newsletter, or magazine in the reference. Use this format: Retrieved from <http://www.xxxxxxx>
- If each issue of a journal begins on page 1, give the issue number in parentheses immediately after the volume number.
- If you are citing an advance release version of the article, insert Advance online publication before the retrieval statement.
- Some journals offer supplemental material that is available only online. To reference this supplemental material, or any other nonroutine information that is important for identification and retrieval, include a description of the content in brackets following the title: [Letter to the editor], [Map], [Audio podcast].

1. Journal article with DOI

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

2. Journal article with DOI, more than seven authors

Gilbert, D. G., McClernon, J. F., Rabinovich, N. E., Sugai, C., Plath, L. C., Asgaard, G., . . . Botros, N. (2004). Effects of quitting smoking on EEG activation and attention last for more than 31 days and are more severe with stress, dependence, DRD2 A1 allele, and depressive traits. *Nicotine and Tobacco Research*, 6, 249–267. doi:10.1080/14622200410001676305

- Use the following in-text citation: (Gilbert et al., 2004).
- When a reference has up to seven authors, spell out all authors' names in the reference list.

3. Journal article without DOI (when DOI is not available)

Sillick, T. J., & Schutte, N. S. (2006). Emotional intelligence and self-esteem mediate between perceived early parental love and adult happiness. *E-Journal of Applied Psychology*, 2(2), 38–48. Retrieved from <http://ojs.lib.swin.edu.au/index.php/ejap>

Light, M. A., & Light, I. H. (2008). The geographic expansion of Mexican immigration in the United States and its implications for local law enforcement. *Law Enforcement Executive Forum Journal*, 8(1), 73–82.

- Include the issue number if the journal is paginated by issue.
- If there is no DOI assigned and the reference was retrieved online, give the URL of the journal home page.
- No retrieval date is needed.

4. Journal article without DOI, title translated into English, print version

Guimard, P., & Florin, A. (2007). Les évaluations des enseignants en grande section de maternelle sont-elles prédictives des difficultés de lecture au cours préparatoire? [Are teacher ratings in kindergarten predictive of reading difficulties in first grade?]. *Approche Neuropsychologique des Apprentissages chez l'Enfant*, 19, 5–17.

- If the original version of a non-English article is used as the source, cite the original version. Give the original title and, in brackets, the English translation.
- If the English translation of a non-English article is used as the source, cite the English translation. Give the English title without brackets.

5. Journal article with DOI, advance online publication

Von Ledebur, S. C. (2007). Optimizing knowledge transfer by new employees in companies. *Knowledge Management Research & Practice*. Advance online publication. doi:10.1057/palgrave.kmrp.8500141

- This journal publishes four print issues per year but also offers individual articles online as soon as they are finalized. The content is assigned a DOI before it is assigned a volume, issue, or page numbers.
- If there is no DOI assigned and you retrieved the article electronically, give the URL of the journal home page.
- Definitions of *advance online publication* vary among journal publishers. Generally, the term refers to peer-reviewed work, but the content may not be copyedited or formatted for final production.
- Update your references close to the publication date of your work, and refer to final versions of your sources, if possible.

6. In-press article posted in a preprint archive

Briscoe, R. (in press). Egocentric spatial representation in action and perception. *Philosophy and Phenomenological Research*. Retrieved from <http://cogprints.org/5780/1/ECSRAP.F07.pdf>

- The exact URL is used because the article is informally published and not yet indexed on a journal website. Journal publishers that do not offer advance online publication may allow authors to post a version of their article online ahead of print in an outside repository, also called a *preprint archive*.
- Update your references close to the publication date of your work and refer to the final version of a work, if possible.

7. Magazine article

Chamberlin, J., Novotney, A., Packard, E., & Price, M. (2008, May). Enhancing worker well-being: Occupational health psychologists convene to share their research on work, stress, and health. *Monitor on Psychology*, 39(5), 26–29.

8. Online magazine article

Clay, R. (2008, June). Science vs. ideology: Psychologists fight back about the misuse of research. *Monitor on Psychology*, 39(6). Retrieved from <http://www.apa.org/monitor/>

9. Newsletter article, no author

Six sites meet for comprehensive anti-gang initiative conference. (2006, November/December). *OJJDP News @ a Glance*. Retrieved from http://www.ncjrs.gov/html/ojjdp/news_at_glance/216684/topstory.html

- The exact URL is helpful here because specific newsletter articles are difficult to locate from the government agency home page.
- Alphabetize works with no author by the first significant word in the title (in this case, "Six").
- In text, use a short title (or the full title if it is short) enclosed in quotation marks for the parenthetical citation: ("Six Sites Meet," 2006).

10. Newspaper article

Schwartz, J. (1993, September 30). Obesity affects economic, social status. *The Washington Post*, pp. A1, A4.

- Precede page numbers for newspaper articles with p. or pp.
- If an article appears on discontinuous pages, give all page numbers, and separate the numbers with a comma (e.g., pp. B1, B3, B5–B7).

11. Online newspaper article

Brody, J. E. (2007, December 11). Mental reserves keep brain agile. *The New York Times*. Retrieved from <http://www.nytimes.com>

- Give the URL of the home page when the online version of the article is available by search to avoid nonworking URLs.

12. Special issue or section in a journal

Haney, C., & Wiener, R. L. (Eds.). (2004). Capital punishment in the United States [Special issue]. *Psychology, Public Policy, and Law*, 10(4).

Greenfield, P., & Yan, Z. (Eds.). (2006). Children, adolescents, and the Internet [Special section]. *Developmental Psychology*, 42, 391–394. doi:10.1037/0012-1649.42.3.391

- To cite an entire issue or special section of a journal, give the editors of the issue and the title of the issue.
- If the issue has no editors, move the issue title to the author position, before the year of publication, and end the title with a period. Alphabetize the reference entry by the first significant word in the title. In text, use a shortened title enclosed in quotation marks for the parenthetical citation: ("Capital Punishment," 2004).
- Provide the page range for special sections.
- To reference an article within a special issue, simply follow the format shown in Examples 1–4.

13. Monograph as part of journal issue

Ganster, D. C., Schaubroeck, J., Sime, W. E., & Mayes, B. T. (1991). The nomological validity of the Type A personality among employed adults [Monograph]. *Journal of Applied Psychology*, 76, 143–168. doi:10.1037/0021-9010.76.1.143

- For a monograph with an issue (or whole) number, include the issue number in parentheses followed by the serial number, for example, 58(1, Serial No. 231).
- For a monograph bound separately as a supplement to a journal, give the issue number and supplement or part number in parentheses after the volume number, for example, 80(3, Pt. 2).

14. Editorial without signature

Editorial: "What is a disaster" and why does this question matter? [Editorial]. (2006). *Journal of Contingencies and Crisis Management*, 14, 1–2.

15. Online-only supplemental material in a periodical

Marshall-Pescini, S., & Whiten, A. (2008). Social learning of nut-cracking behavior in East African sanctuary-living chimpanzees (*Pan troglodytes schweinfurthii*) [Supplemental material]. *Journal of Comparative Psychology*, 122, 186–194. doi:10.1037/0735-7036.122.2.186.supp

- The description of supplemental material or other nonroutine information (e.g., a letter to the editor, podcast, or map) is included in brackets to help the reader identify and retrieve the material.
- If no author is indicated, move the title and bracketed description to the author position.
- In text, use the following parenthetical citation (Marshall-Pescini & Whiten, 2008).

16. Abstract as original source

Woolf, N. J., Young, S. L., Fanselow, M. S., & Butcher, L. L. (1991). MAP-2 expression in cholinergic pyramidal cells of rodent cortex and hippocampus is altered by Pavlovian conditioning [Abstract]. *Society for Neuroscience Abstracts*, 17, 480.

Lassen, S. R., Steele, M. M., & Sailor, W. (2006). The relationship of school-wide positive behavior support to academic achievement in an urban middle school. *Psychology in the Schools*, 43, 701–712. Abstract retrieved from <http://www.interscience.wiley.com>

- Although it is preferable to cite the full text of an article, abstracts can be used as sources and included in the reference list.

17. Abstract as secondary source

Hare, L. R., & O'Neill, K. (2000). Effectiveness and efficiency in small academic peer groups. *Small Group Research*, 31, 24–53. Abstract retrieved from Sociological Abstracts database. (Accession No. 200010185)

- Although it is preferable to cite the full text of an article, abstracts can be used as sources and included in the reference list.
- Database names and abstract identifier (if applicable) may be given for material of limited circulation.

7.02 Books, Reference Books, and Book Chapters

This category includes books and reference books such as encyclopedias, dictionaries, and discipline-specific reference books (e.g., *Diagnostic and Statistical Manual of Mental Disorders*; see example at www.apastyle.org). It also includes books that are published in electronic form only, reference works and public domain books available online, and out-of-print books that may be available only in online repositories. When DOIs are assigned, use them as noted in the examples that follow.

For an entire book, use the following reference formats:

Author, A. A. (1967). *Title of work*. Location: Publisher.

Author, A. A. (1997). *Title of work*. Retrieved from <http://www.xxxxxxx>

Author, A. A. (2006). *Title of work*. doi:xxxxx

Editor, A. A. (Ed.). (1986). *Title of work*. Location: Publisher.

For a chapter in a book or entry in a reference book, use the following formats:

Author, A. A., & Author, B. B. (1995). Title of chapter or entry. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of book* (pp. xxx–xxx). Location: Publisher.

Author, A. A., & Author, B. B. (1993). Title of chapter or entry. In A. Editor & B. Editor (Eds.), *Title of book* (pp. xxx–xxx). Retrieved from <http://www.xxxxxxx>

Author, A. A., & Author, B. B. (1995). Title of chapter or entry. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of book* (pp. xxx–xxx). doi:xxxxxxx

- If there are no page numbers, the chapter or entry title is sufficient.

For an entry in a reference work with no byline, use the following formats:

Title of entry. (1998). In A. Editor (Ed.), *Title of reference work* (xx ed., Vol. xx, pp. xxx–xxx). Location: Publisher.

Title of entry. (1998). In *Title of reference work* (xx ed., Vol. xx). Retrieved from <http://www.xxxxxxxx>

- When the author and publisher are the same, use the word *Author* as the name of the publisher.
- Alphabetize books with no author or editor by the first significant word in the title. In the text citation, use a few words of the title, or the whole title if it is short, in place of an author name.
- Place information about editions, volume numbers, and page numbers (such as revised edition, volume number, or chapter page range) in parentheses following the title, with the period after the parentheses: (Rev. ed.) or (Vol. xx, pp. xxx–xxx). As with periodicals, for any nonroutine information that is important for identification and retrieval, place a description of content in brackets following the title: [Brochure].
- For major reference works with a large editorial board, you may list the name of the lead editor, followed by *et al.*
- For books or chapters available only online, the electronic retrieval statement takes the place of publisher location and name (see Examples 19–22, 24).

18. Entire book, print version

Shotton, M. A. (1989). *Computer addiction? A study of computer dependency*. London, England: Taylor & Francis.

19. Electronic version of print book

Shotton, M. A. (1989). *Computer addiction? A study of computer dependency* [DX Reader version]. Retrieved from <http://www.ebookstore.tandf.co.uk/html/index.asp>

Schiraldi, G. R. (2001). *The post-traumatic stress disorder sourcebook: A guide to healing, recovery, and growth* [Adobe Digital Editions version]. doi:10.1036/0071393722

20. Electronic-only book

O'Keefe, E. (n.d.). *Egoism & the crisis in Western values*. Retrieved from <http://www.onlineoriginals.com/showitem.asp?itemID=135>

21. Electronic version of republished book

Freud, S. (1953). The method of interpreting dreams: An analysis of a specimen dream. In J. Strachey (Ed. & Trans.), *The standard edition of the complete psychological works of Sigmund Freud* (Vol. 4, pp. 96–121). Retrieved from <http://books.google.com/books> (Original work published 1900)

- In text, use the following citation: (Freud, 1900/1953).

22. Limited-circulation book or monograph, from electronic database

Thomas, N. (Ed.). (2002). *Perspectives on the community college: A journey of discovery* [Monograph]. Retrieved from <http://eric.ed.gov/>

- Database information may be given for items of limited circulation.

23. Several volumes in a multivolume work

Koch, S. (Ed.). (1959–1963). *Psychology: A study of science* (Vols. 1–6). New York, NY: McGraw-Hill.

- In text, use the following parenthetical citation: (Koch, 1959–1963).

24. Electronic version of book chapter in a volume in a series

Strong, E. K., Jr., & Uhrbrock, R. S. (1923). Bibliography on job analysis. In L. Outhwaite (Series Ed.), *Personnel Research Series: Vol. 1. Job analysis and the curriculum* (pp. 140–146). doi:10.1037/10762-000

- If the content has been assigned a DOI, give the DOI in the reference. No URL or database name is needed.
- In regularly published series with subtitles that change regularly, the series title is uppercase and the subtitle is lowercase, as in a book title.

25. Book chapter, print version

Haybron, D. M. (2008). Philosophy and the science of subjective well-being. In M. Eid & R. J. Larsen (Eds.), *The science of subjective well-being* (pp. 17–43). New York, NY: Guilford Press.

26. Book chapter, English translation, reprinted from another source

Piaget, J. (1988). Extracts from Piaget's theory (G. Gellerier & J. Langer, Trans.). In K. Richardson & S. Sheldon (Eds.), *Cognitive development to adolescence: A reader* (pp. 3–18). Hillsdale, NJ: Erlbaum. (Reprinted from *Manual of child psychology*, pp. 703–732, by P. H. Mussen, Ed., 1970, New York, NY: Wiley)

- If the English translation of a non-English work is used as the source, cite the English translation. Give the English title without brackets, followed by the translator's name in parentheses.
- In text, use the following parenthetical citation: (Piaget, 1970/1988).

27. Reference book

VandenBos, G. R. (Ed.). (2007). *APA dictionary of psychology*. Washington, DC: American Psychological Association.

28. Non-English reference book, title translated into English

Real Academia Española. (2001). *Diccionario de la lengua española* [Dictionary of the Spanish language] (22nd ed.). Madrid, Spain: Author.

- If a non-English reference work is used as the source, give the title in the original language and, in brackets, the English translation.

29. Entry in an online reference work

Graham, G. (2005). Behaviorism. In E. N. Zalta (Ed.), *The Stanford encyclopedia of philosophy* (Fall 2007 ed.). Retrieved from <http://plato.stanford.edu/entries/behaviorism/>

30. Entry in an online reference work, no author or editor

Heuristic. (n.d.). In *Merriam-Webster's online dictionary* (11th ed.). Retrieved from <http://www.m-w.com/dictionary/heuristic>

- If the online version refers to a print edition, include the edition number after the title.

7.03 Technical and Research Reports

Technical and research reports, like journal articles, usually cover original research but may or may not be peer reviewed. They are part of a body of literature sometimes referred to as *gray literature*, which “can serve a valuable supplementary role to formal publication, including additional resources, details, research methods and experimental techniques” (“Gray literature,” 2006). Format references to technical and research reports as you would a book.

Author, A. A. (1998). *Title of work* (Report No. xxx). Location: Publisher.

- If the issuing organization assigned a number (e.g., report number, contract number, monograph number) to the report, give that number in parentheses immediately after the title.
- If you obtained a report from the U.S. Government Printing Office, list the publisher location and name as Washington, DC: Government Printing Office.
- For reports retrieved online, identify the publisher as part of the retrieval statement unless the publisher has been identified as the author: Retrieved from Agency name website: <http://www.xxxxxxx>

31. Corporate author, government report

U.S. Department of Health and Human Services, National Institutes of Health, National Heart, Lung, and Blood Institute. (2003). *Managing asthma: A guide for schools* (NIH Publication No. 02-2650). Retrieved from http://www.nhlbi.nih.gov/health/prof/lung/asthma/asth_sch.pdf

32. Corporate author, task force report filed online

American Psychological Association, Task Force on the Sexualization of Girls. (2007). *Report of the APA Task Force on the Sexualization of Girls*. Retrieved from <http://www.apa.org/pi/wpw/sexualization.html>

33. Authored report, from nongovernmental organization

Kessy, S. S. A., & Urio, F. M. (2006). *The contribution of microfinance institutions to poverty reduction in Tanzania* (Research Report No. 06.3). Retrieved from Research on Poverty Alleviation website: http://www.repoa.or.tz/documents_storage/Publications/Reports/06.3_Kessy_and_Urio.pdf

34. Report from institutional archive

McDaniel, J. E., & Miskel, C. G. (2002). *The effect of groups and individuals on national decisionmaking: Influence and domination in the reading policymaking environment* (CIERA Report 3-025). Retrieved from University of Michigan, Center for Improvement of Early Reading Achievement website: <http://www.ciera.org/library/reports/inquiry-3/3-025/3-025.pdf>

35. Issue brief

Employee Benefit Research Institute. (1992, February). *Sources of health insurance and characteristics of the uninsured* (Issue Brief No. 123). Washington, DC: Author.

- Use this form for issue briefs, working papers, and other corporate documents, with the appropriate document number for retrieval in parentheses.

7.04 Meetings and Symposia

Proceedings of meetings and symposia can be published in book or periodical form. To cite published proceedings from a book, use the same format as for a book or book chapter (see Example 39). To cite proceedings that are published regularly, use the same format as for a periodical (see Example 38). For contributions to symposia or for paper or poster presentations that have not been formally published, use the following templates.

Symposium:

Contributor, A. A., Contributor, B. B., Contributor, C. C., & Contributor, D. D. (Year, Month). Title of contribution. In E. E. Chairperson (Chair), *Title of symposium*. Symposium conducted at the meeting of Organization Name, Location.

Paper presentation or poster session:

Presenter, A. A. (Year, Month). *Title of paper or poster*. Paper or poster session presented at the meeting of Organization Name, Location.

- For symposium contributions and paper or poster presentations that have not been formally published, give the month and year of the symposium or meeting in the reference.

36. Symposium contribution

Muellbauer, J. (2007, September). Housing, credit, and consumer expenditure. In S. C. Ludvigson (Chair), *Housing and consumer behavior*. Symposium conducted at the meeting of the Federal Reserve Bank of Kansas City, Jackson Hole, WY.

37. Conference paper abstract retrieved online

Liu, S. (2005, May). *Defending against business crises with the help of intelligent agent based early warning solutions*. Paper presented at the Seventh International Conference on Enterprise Information Systems, Miami, FL. Abstract retrieved from http://www.iceis.org/iceis2005/abstracts_2005.htm

38. Proceedings published regularly online

Herculano-Houzel, S., Collins, C. E., Wong, P., Kaas, J. H., & Lent, R. (2008). The basic nonuniformity of the cerebral cortex. *Proceedings of the National Academy of Sciences, USA, 105*, 12593–12598. doi:10.1073/pnas.0805417105

39. Proceedings published in book form

Katz, I., Gabayan, K., & Aghajan, H. (2007). A multi-touch surface using multiple cameras. In J. Blanc-Talon, W. Phillips, D. Popescu, & P. Scheunders (Eds.), *Lecture Notes in Computer Science: Vol. 4678. Advanced Concepts for Intelligent Vision Systems* (pp. 97–108). Berlin, Germany: Springer-Verlag. doi: 10.1007/978-3-540-74607-2_9

7.05 Doctoral Dissertations and Master's Theses

Doctoral dissertations and master's theses can be retrieved from subscription databases, institutional archives, and personal websites. If the work is retrieved from ProQuest Dissertations and Theses database (whose index and abstracting sources include *Dissertation Abstracts International [DAI]* and *Master's Theses International*, both published by University Microforms International, and *American Doctoral Dissertations*, published by Association of Research Libraries) or another published source, include this information in the reference.

For a doctoral dissertation or master's thesis available from a database service, use the following reference template:

Author, A. A. (2003). *Title of doctoral dissertation or master's thesis* (Doctoral dissertation or master's thesis). Retrieved from Name of database. (Accession or Order No.)

For an unpublished dissertation or thesis, use the following template:

Author, A. A. (1978). *Title of doctoral dissertation or master's thesis* (Unpublished doctoral dissertation or master's thesis). Name of Institution, Location.

- Italicize the title of a doctoral dissertation or master's thesis.
- Identify the work as a doctoral dissertation or master's thesis in parentheses after the title.

- If the paper is available through a database, give the accession or order number in parentheses at the end of the reference.

40. Master's thesis, from a commercial database

McNiel, D. S. (2006). *Meaning through narrative: A personal narrative discussing growing up with an alcoholic mother* (Master's thesis). Available from ProQuest Dissertations and Theses database. (UMI No. 1434728)

41. Doctoral dissertation, from an institutional database

Adams, R. J. (1973). *Building a foundation for evaluation of instruction in higher education and continuing education* (Doctoral dissertation). Retrieved from <http://www.ohiolink.edu/etd/>

42. Doctoral dissertation, from the web

Bruckman, A. (1997). *MOOSE Crossing: Construction, community, and learning in a networked virtual world for kids* (Doctoral dissertation, Massachusetts Institute of Technology). Retrieved from <http://www-static.cc.gatech.edu/~asb/thesis/>

43. Doctoral dissertation, abstracted in DAI

Appelbaum, L. G. (2005). Three studies of human information processing: Texture amplification, motion representation, and figure-ground segregation. *Dissertation Abstracts International: Section B. Sciences and Engineering*, 65(10), 5428.

44. Doctoral thesis, from a university outside the United States

Carlbon, P. (2000). *Carbody and passengers in rail vehicle dynamics* (Doctoral thesis, Royal Institute of Technology, Stockholm, Sweden). Retrieved from <http://urn.kb.se/resolve?urn=urn:nbn:se:kth:diva-3029>

7.06 Reviews and Peer Commentary

Reviews of books, motion pictures, and other information or entertainment products are published in a variety of venues, including periodicals, websites, and blogs. Some publications will print author responses to a reviewer's criticism or multiple reviews of the same product.

Reviewer, A. A. (2000). Title of review [Review of the book *Title of book*, by A. A. Author]. *Title of complete work*, xx, xxx-xxx.

- If the review is untitled, use the material in brackets as the title; retain the brackets to indicate that the material is a description of form and content, not a title.
- Identify the type of medium being reviewed in brackets (book, motion picture, television program, etc.).
- If the reviewed item is a book, include the author names after the title of the book, separated by a comma.
- If the reviewed item is a film, DVD, or other media, include the year of release after the title of the work, separated by a comma.

45. Review of a book

Schatz, B. R. (2000, November 17). Learning by text or context? [Review of the book *The social life of information*, by J. S. Brown & P. Duguid]. *Science*, 290, 1304. doi:10.1126/science.290.5495.1304

46. Review of a video

Axelman, A., & Shapiro, J. L. (2007). Does the solution warrant the problem? [Review of the DVD *Brief therapy with adolescents*, produced by the American Psychological Association, 2007]. *PsycCRITIQUES*, 52(51). doi:10.1037/a0009036

47. Review of a video game, no author

[Review of the video game *BioShock*, produced by 2K Games, 2007]. (n.d.). Retrieved from <http://www.whattheyplay.com/products/bioshock-for-xbox-360/?fm=3&ob=1&t=0#166>

48. Peer commentary on an article

Wolf, K. S. (2005). *The future for Deaf individuals is not that bleak* [Peer commentary on the paper "Decrease of Deaf potential in a mainstreamed environment" by K. S. Wolf]. Retrieved from <http://www.personalityresearch.org/papers/hall.html#wolf>

7.07 Audiovisual Media

Audiovisual media include motion pictures; audio or television broadcasts (including podcasts); and static objects such as maps, artwork, or photos.

For a motion picture, use the following format:

Producer, A. A. (Producer), & Director, B. B. (Director). (Year). *Title of motion picture* [Motion picture]. Country of Origin: Studio.

For a music recording, use the following format:

Writer, A. (Copyright year). Title of song [Recorded by B. B. Artist if different from writer]. On *Title of album* [Medium of recording: CD, record, cassette, etc.]. Location: Label. (Date of recording if different from song copyright date)

- List the primary contributors in the author position and use parentheses to identify their contribution.
- For an episode from a television or radio series, use the same format as for a chapter in a book, but list the script writer and director in the author position and the producer in the editor position.

49. Video

American Psychological Association (Producer). (2000). *Responding therapeutically to patient expressions of sexual attraction* [DVD]. Available from <http://www.apa.org/videos/>

50. Podcast

Van Nuys, D. (Producer). (2007, December 19). *Shrink rap radio* [Audio podcast]. Retrieved from <http://www.shrinkrapradio.com/>

51. Single episode from a television series

Egan, D. (Writer), & Alexander, J. (Director). (2005). Failure to communicate [Television series episode]. In D. Shore (Executive producer), *House*. New York, NY: Fox Broadcasting.

52. Music recording

lang, k.d. (2008). Shadow and the frame. On *Watershed* [CD]. New York, NY: Nonesuch Records.

- In text citations, include side and band or track numbers: "Shadow and the Frame" (lang, 2008, track 10).

53. Map retrieved online

Lewis County Geographic Information Services (Cartographer). (2002). Population density, 2000 U.S. Census [Demographic map]. Retrieved from http://www.co.lewis.wa.us/publicworks/maps/Demographics/census-pop-dens_2000.pdf

7.08 Data Sets, Software, Measurement Instruments, and Apparatus

This category includes raw data and tools that aid persons in performing a task such as data analysis or measurement. Reference entries are not necessary for standard software and programming languages, such as Microsoft Word or Excel, Java, Adobe Photoshop, and even SAS and SPSS. In text, give the proper name of the software, along with the version number. Do provide reference entries for specialized software or computer programs with limited distribution.

Rightsholder, A. A. (Year). Title of program (Version number) [Description of form]. Location: Name of producer.

or

Rightsholder, A. A. (Year). Title of program [Description of form]. Retrieved from <http://xxxx>

- Do not italicize the names of software, programs, or languages.
- Do italicize the title of a data set.
- If an individual has proprietary rights to the software, name him or her as the author; otherwise, treat such references as unauthored works.
- In parentheses immediately after the title, identify the version number, if any.
- In brackets immediately after the title or version number, identify the source as a computer program, language, software, and so forth. Do not use a period between the title and the bracketed material.

- Give the location and name of the organization that produced the work, if applicable, in the publisher position. If the program can be downloaded or ordered from the web, give this information in the publisher position.
- For an apparatus patent, use the legal reference format (see Appendix 7.1).

54. Data set

Pew Hispanic Center. (2004). *Changing channels and crisscrossing cultures: A survey of Latinos on the news media* [Data file and code book]. Retrieved from <http://pewhispanic.org/datasets/>

55. Measurement instrument

Friedlander, M. L., Escudero, V., & Heatherington, L. (2002). E-SOFTA: System for observing family therapy alliances [Software and training videos]. Unpublished instrument. Retrieved from <http://www.softa-soatif.com/>

56. Software

Comprehensive Meta-Analysis (Version 2) [Computer software]. Englewood, NJ: Biostat.

57. Apparatus

Eyelink II [Apparatus and software]. (2004). Mississauga, Ontario, Canada: SR Research.

7.09 Unpublished and Informally Published Works

Unpublished work includes work that is in progress, has been submitted for publication, or has been completed but not submitted for publication. This category also includes work that has not been formally published but is available on a personal or institutional website, an electronic archive such as ERIC, or a preprint archive.

Author, A. A. (Year). *Title of manuscript*. Unpublished manuscript [or "Manuscript submitted for publication," or "Manuscript in preparation"].

- If the work is available on an electronic archive, give this information at the end.
- Update your references frequently prior to publication of your work; refer to the final published version of sources when possible.

58. Unpublished manuscript with a university cited

Blackwell, E., & Conrod, P. J. (2003). *A five-dimensional measure of drinking motives*. Unpublished manuscript, Department of Psychology, University of British Columbia, Vancouver, Canada.

59. Manuscript in progress or submitted for publication

Ting, J. Y., Florsheim, P., & Huang, W. (2008). *Mental health help-seeking in ethnic minority populations: A theoretical perspective*. Manuscript submitted for publication.

- Do not give the name of the journal or publisher to which the manuscript has been submitted.
- Treat a manuscript *accepted* for publication but not yet published as an in-press reference (see Example 6).
- Use the same format for a draft or work in progress, but substitute the words Manuscript in preparation for the final sentence. Use the year of the draft you read (not *in preparation*) in the text citation.

60. Unpublished raw data from study, untitled work

Bordi, F., & LeDoux, J. E. (1993). [Auditory response latencies in rat auditory cortex]. Unpublished raw data.

61. Informally published or self-archived work

Mitchell, S. D. (2000). *The import of uncertainty*. Retrieved from <http://philsci-archive.pitt.edu/archive/00000162/>

This work was later published in a journal and would now be referenced as follows:

Mitchell, S. D. (2007). The import of uncertainty. *The Pluralist*, 2(1), 58–71.

62. Informally published or self-archived work, from ERIC

Kubota, K. (2007). "Soaking" model for learning: Analyzing Japanese learning/teaching process from a socio-historical perspective. Retrieved from ERIC database. (ED498566)

7.10 Archival Documents and Collections

Archival sources include letters, unpublished manuscripts, limited-circulation brochures and pamphlets, in-house institutional and corporate documents, clippings, and other documents, as well as such nontext materials as photographs and apparatus, that are in the personal possession of an author, form part of an institutional collection, or are stored in an archive such as the Archives of the History of American Psychology at the University of Akron or the APA Archives.

Author, A. A. (Year, Month Day). *Title of material*. [Description of material]. Name of Collection (Call number, Box number, File name or number, etc.). Name of Repository, Location.

- This general format may be modified for collections requiring more or less specific information to locate materials, for different types of collections, or for additional descriptive information (e.g., a translation of a letter). Authors may choose to list correspondence from their own personal collections, but correspondence from other private collections should be listed only with the permission of the collector.
- As with any reference, the purpose is to direct the reader to the source, despite the fact that only a single copy of the document may be available and the reader may have some difficulty actually seeing a copy.

- Include as much information as is needed to help locate the item with reasonable ease within the repository. For items from collections with detailed finding aids, the name of the collection may be sufficient; for items from collections without finding aids, more information (e.g., call number, box number, file name or number) may be necessary to help locate the item.
- If several letters are cited from the same collection, list the collection as a reference and provide specific identifying information (author, recipient, and date) for each letter in the in-text citations.
- Use square brackets to indicate information that does not appear on the document. Use question marks to indicate uncertainty regarding names and dates; use *ca.* (circa, not italicized) to indicate estimated dates (see Example 67).
- For interviews and oral histories, list the interviewee as the author. Include the interviewer's name in the description.
- If a publication of limited circulation is available in libraries, the reference may be formatted as usual for published material, without the archival source.

63. Letter from a repository

Frank, L. K. (1935, February 4). [Letter to Robert M. Ogden]. Rockefeller Archive Center (GEB series 1.3, Box 371, Folder 3877), Tarrytown, NY.

64. Letter from private collection

Zacharius, G. P. (1953, August 15). [Letter to William Rickel (W. Rickel, Trans.)]. Copy in possession of Hendrika Vande Kemp.

65. Collection of letters from an archive

Allport, G. W. (1930–1967). Correspondence. Gordon W. Allport Papers (HUG 4118.10). Harvard University Archives, Cambridge, MA.

In-text citations of specific letters:

(Allport, G. W., 1930–1967, Allport to E. G. Boring, March 1, 1939)

(Allport, G. W., 1930–1967, E. G. Boring to Allport, December 26, 1937)

- Note that Examples 63 and 65 refer to archival materials that can be recovered and thus include full reference list details that allow the reader to find them. Private letters and correspondence that are not easily retrievable are considered personal communications and are cited only in text (see section 6.20).

66. Unpublished papers, lectures from an archive or personal collection

Berliner, A. (1959). *Notes for a lecture on reminiscences of Wundt and Leipzig*. Anna Berliner Memoirs (Box M50). Archives of the History of American Psychology, University of Akron, Akron, OH.

67. Archival/historical source for which the author and/or date is known or is reasonably certain but not stated on the document

[Allport, A.?]. [ca. 1937]. *Marion Taylor today—by the biographer*. Unpublished manuscript, Marion Taylor Papers. Schlesinger Library, Radcliffe College, Cambridge, MA.

68. Archival source with corporate author

Subcommittee on Mental Hygiene Personnel in School Programs. (1949, November 5–6). *Meeting of Subcommittee on Mental Hygiene Personnel in School Programs*. David Shakow Papers (M1360). Archives of the History of American Psychology, University of Akron, Akron, OH.

69. Interview recorded and available in an archive

Smith, M. B. (1989, August 12). Interview by C. A. Kiesler [Tape recording]. President's Oral History Project, American Psychological Association. APA Archives, Washington, DC.

70. Transcription of a recorded interview, no recording available

Sparkman, C. F. (1973). *An oral history with Dr. Colley F. Sparkman/Interviewer: Orley B. Caudill*. Mississippi Oral History Program (Vol. 289), University of Southern Mississippi, Hattiesburg.

71. Newspaper article, historical, in an archive or personal collection

Psychoanalysis institute to open. (1948, September 18). [Clipping from an unidentified Dayton, OH newspaper]. Copy in possession of author.

72. Historical publication of limited circulation

Sci-Art Publishers. (1935). *Sci-Art Publications* [Brochure]. Cambridge, MA: Author. A. A. Roback Papers (HUGFP 104.50, Box 2, Folder "Miscellaneous Psychological Materials"). Harvard University Archives, Cambridge, MA.

73. Photographs

[Photographs of Robert M. Yerkes]. (ca. 1917–1954). Robert Mearns Yerkes Papers (Box 137, Folder 2292). Manuscripts and Archives, Yale University Library, New Haven, CT.

7.11 Internet Message Boards, Electronic Mailing Lists, and Other Online Communities

The Internet offers several options for people around the world to sponsor and join discussions devoted to particular subjects. These options include blogs, newsgroups, online forums and discussion groups, and electronic mailing lists. (The last are often referred to as *listservs*. However, *LISTSERV* is a trademarked name for a particular software program; *electronic mailing list* is the appropriate generic term.)

Author, A. A. (Year, Month Day). Title of post [Description of form]. Retrieved from <http://www.xxxx>

- If the author's full name is available, list the last name first followed by initials. If only a screen name is available, use the screen name.
- Provide the exact date of the posting.
- Follow the date with the subject line of the message (also referred to as the "thread"); do not italicize it. Provide a description of the message in brackets after the title.
- Include the information "Retrieved from" followed by the URL where the message can be retrieved. Include the name of the list to which the message was posted, if this information is not part of the URL.
- Provide the address for the archived version of the message.

74. Message posted to a newsgroup, online forum, or discussion group

Rampersad, T. (2005, June 8). Re: Traditional knowledge and traditional cultural expressions [Online forum comment]. Retrieved from http://www.wipo.int/roller/comments/ipisforum/Weblog/theme_eight_how_can_cultural#comments

75. Message posted to an electronic mailing list

Smith, S. (2006, January 5). Re: Disputed estimates of IQ [Electronic mailing list message]. Retrieved from <http://tech.groups.yahoo.com/group/ForensicNetwork/message/670>

76. Blog post

PZ Myers. (2007, January 22). The unfortunate prerequisites and consequences of partitioning your mind [Web log post]. Retrieved from http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php

A blog comment would be referenced as follows:

MiddleKid. (2007, January 22). Re: The unfortunate prerequisites and consequences of partitioning your mind [Web log comment]. Retrieved from http://scienceblogs.com/pharyngula/2007/01/the_unfortunate_prerequisites.php

- In the second example a screen name is used for the author name. The author has adopted a nickname, or screen name, to use when posting comments to this web log.

77. Video blog post

Norton, R. (2006, November 4). How to train a cat to operate a light switch [Video file]. Retrieved from <http://www.youtube.com/watch?v=Vja83KLOXZs>

Appendix 7.1: References to Legal Materials

Legal periodicals and APA journals differ in the placement and format of references. The main difference is that legal periodicals cite references in footnotes, whereas APA journals locate all references, including references to legal materials, in the reference list. For most references, use APA format as described in this chapter. References to legal materials, however, which include court decisions, statutes, other legislative materials, and various secondary sources, are more useful to the reader if they provide the information in the conventional format of legal citations. Some examples of references and citations to court cases, statutes, and other legislative materials appear in this appendix along with guidelines for their preparation. For more information on preparing these and other kinds of legal references, consult the latest edition of *The Bluebook: A Uniform System of Citation* (Bluebook; 18th ed., 2005), which is the source for the legal citation style that follows.

Ensure that your legal references are accurate and contain all of the information necessary to enable a reader to locate the material being referenced. Consult law librarians to verify that your legal references (a) contain the information necessary for retrieval and (b) reflect the current status of the legal authority cited to avoid the possibility of relying on a case that has been overturned on appeal or on legislation that has been significantly amended or repealed.

A7.01 General Forms

A reference form is provided in each of the following sections. For the most part, each reference form for statutes and other legislation includes (a) a popular or formal title or name of the legislation and (b) the citation, either to the published compilation of legislative materials where the legislation is codified (e.g., a specific numbered section of a specific volume of the *United States Code*), including the statutory compilation's publication date in parentheses, or the identifying label for the legislation assigned by the enacting body during the particular legislative session (e.g., a specific section of an act identified by its public law number).

A typical reference form for court decisions includes (a) the title or name of the case (usually one party vs. another); (b) the citation, usually to a volume and page of one of the various sets of books (called *reporters*, which usually contain decisions of courts in particular political divisions, or *jurisdictions*) where published cases can be found (e.g., the *Federal Reporter, Second Series*); and finally, (c) the precise jurisdiction of the court writing the decision (e.g., the New York Court of Appeals), in parentheses, including the date of the decision.

For both legislation and court decisions, the citation may be followed by certain additional descriptive information that pertains to the content of the legislation or court decision, the history of the legislation or court decision (e.g., later appeals of court decisions or later amendments to legislation), or other sources from which the legislation or court citation may be retrieved. Authors are encouraged to consult the *Bluebook* for the proper format for such additional information. Follow the *Bluebook* closely for correct abbreviation style. Some examples of the more common abbreviations that appear in APA journals are shown here.

Cong.	U.S. Congress
H.R.	House of Representatives

S.	Senate
Reg.	Regulation
Res.	Resolution
F.	<i>Federal Reporter</i>
F.2d	<i>Federal Reporter, Second Series</i>
F.3d	<i>Federal Reporter, Third Series</i>
F. Supp.	<i>Federal Supplement</i>
U.S.C.	<i>United States Code</i>
Cong. Rec.	<i>Congressional Record</i>
Fed. Reg.	<i>Federal Register</i>

A7.02 Text Citations of Legal Materials

Although the reference format for legal materials differs from that of other kinds of works cited in APA publications, the text citations are formed in the same way and serve the same purpose. As for works with no identified author (see section 6.15), give the first few words of the reference list entry and date; that is, give enough information in the text citation to enable the reader to locate the entry in the reference list quickly and easily. Examples of text citations and reference entries for specific kinds of legal materials are given in the following sections.

A7.03 Court Decisions (*Bluebook* Rule 10)

In text, cite the name of the case (italicized) and the year of the decision. If two or more years are given, cite those years as well. Court cases often have several years, each of which reflects a specific stage in the case's history. Giving only one date could give the impression that only a single point in the case's history is being cited or might mislead a reader as to the timing of the case.

Reference form for cases:

Name v. Name, Volume Source Page (Court Date).

Abbreviate the published source (if any), court, and date as specified in the *Bluebook*.

1. Sample reference list entry to a case

Lessard v. Schmidt, 349 F. Supp. 1078 (E.D. Wis. 1972).

Text citation:

Lessard v. Schmidt (1972)

(*Lessard v. Schmidt*, 1972)

Explanation: This decision was rendered by the federal district court for the Eastern District of Wisconsin in 1972. It appears in volume 349 of the *Federal Supplement* and starts on page 1078 of that volume.

2. Sample reference list entry to an appealed case

Durflinger v. Artiles, 563 F. Supp. 322 (D. Kan. 1981), *aff'd*, 727 F.2d 888 (10th Cir. 1984).

Text citation:

Durflinger v. Artiles (1981/1984)

Explanation: This decision was rendered by the federal district court for the District of Kansas in 1981. On appeal, the decision was affirmed by the 10th Circuit Court of Appeals in 1984. Consult the *Bluebook* for the proper forms to signal the various stages in a case's history.

Unpublished cases:**3. Sample reference to an unreported decision**

Gilliard v. Oswald, No. 76-2109 (2d Cir. Mar. 16, 1977).

Explanation: The docket number and the court are provided. The opinion was announced on March 16, 1977. To cite to a particular page of a *slip opinion* (opinion that is not published in a case reporter but is separately printed), use the form slip op. at [page number].

Alternative: You may cite unreported cases found on electronic databases, such as LEXIS or Westlaw, instead of citing them to slip opinions. Give the name of the database, a record number if available, and enough information for the reader to find the case. Precede screen page numbers, if assigned, with an asterisk to distinguish them from the page number of the slip opinion; paragraph numbers, if assigned, should be preceded by a paragraph symbol.

With record number:

Dougherty v. Royal Zenith Corp., No. 88-8666, 1991 U.S. Dist. LEXIS 10807, at *2 (E.D. Pa. July 31, 1991).

With no record number:

Gustin v. Mathews, No. 76-7-C5 (D. Kan. Jan. 31, 1977) (LEXIS, Genfed library, Dist file).

Note: If the case is not available as a slip opinion or online, consult the *Bluebook* for other reference formats.

Court cases at the trial level:**4. Sample reference to a state trial court opinion**

Casey v. Pennsylvania-American Water Co., 12 Pa. D. & C.4th 168 (C.P. Washington County 1991).

Explanation: This decision was rendered by the Court of Common Pleas in Washington County, Pennsylvania, in 1991. (The Court of Common Pleas is the name of most of the trial-level courts in Pennsylvania. In other states, the trial-level courts

are called *superior courts* or *supreme courts*, which can be confusing because one usually thinks of the supreme court as the highest court in any particular jurisdiction and not as the lowest. Authors should check the *Bluebook* for a listing of each jurisdiction's particular court structure.) The decision can be located in *Pennsylvania District and County Reports, Fourth Series*, beginning on page 168 of that volume.

5. Sample reference to a federal district court opinion

Davis v. Monsanto Co., 627 F. Supp. 418 (S.D. W. Va. 1986).

Explanation: The opinion was rendered in the federal district court for the Southern District of West Virginia and was decided in 1986. It appears in volume 627 of the *Federal Supplement* and starts on page 418 of that volume.

Court cases at the appellate level:**6. Sample reference to a case appealed to a state supreme court**

Compton v. Commonwealth, 239 Va. 312, 389 S.E.2d 460 (1990).

Explanation: This opinion was written by the Virginia Supreme Court in 1990. It can be found in volume 239 of the *Virginia Reports*, which publishes the state's supreme court decisions, starting on page 312. There is a parallel citation to volume 389 of the *South Eastern Reporter, Second Series*, starting on page 460. A reporter prints cases; the *South Eastern Reporter* is a regional reporter containing cases from several states in the southeastern section of the country.

7. Sample reference to a case appealed to a state court of appeals

Texas v. Morales, 826 S.W.2d 201 (Tex. Ct. App. 1992).

Explanation: This opinion was rendered by the Texas Court of Appeals in 1992 and can be found in volume 826 of the *South Western Reporter, Second Series*, starting on page 201.

8. Sample references to cases decided by the U.S. Supreme Court

Brown v. Board of Educ., 347 U.S. 483 (1954).

Maryland v. Craig, 110 S. Ct. 3160 (1990).

Explanation: Each of these cases was decided by the U.S. Supreme Court. The first citation is to the *United States Reports*. Such a citation is given when the appropriate volume of the *United States Reports* is available. The second citation is to the *Supreme Court Reporter*. Use this source when the volume of the *United States Reports* in which the case will appear has not yet been published.

A7.04 Statutes (Bluebook Rule 12)

In text, give the popular or official name of the act (if any) and the year of the act. In the reference list entry, include the source and section number of the statute, and in parentheses, give the publication date of the statutory compilation, which may be different from the year in the name of the act.

Reference form for statutes:

Name of Act, Volume Source § section number (year).

Abbreviate the source as specified in the *Bluebook*. A few states use chapter or article numbers instead of section numbers; use abbreviations or symbols as shown in the *Bluebook*.

9. Sample reference to a statute

Mental Health Systems Act, 42 U.S.C. § 9401 (1988).

Text citation:

Mental Health Systems Act (1988)

Mental Health Systems Act of 1988

10. Sample reference to a statute in a state code

Mental Care and Treatment Act, 4 Kan. Stat. Ann. §§ 59-2901-2941 (1983 & Supp. 1992).

Explanation: This Kansas act can be found in codified version between sections 2901 and 2941 in Chapter 59 of volume 4 of the 1983 edition of *Kansas Statutes Annotated*. Two amendments to the act and additional references are provided in the 1992 supplement for the *Kansas Statutes Annotated*. If you are discussing a particular provision of the law, cite the particular section in which the provision appeared (e.g., § 59-2903). *Ann.* stands for *Annotated*, which refers to the version of the Kansas statutory compilation containing summarized cases interpreting particular sections of the statute.

11. Sample reference to a statute in a federal code

Americans With Disabilities Act of 1990, 42 U.S.C.A. § 12101 *et seq.* (West 1993).

Explanation: This act can be located beginning at section 12101 of title 42 of the *United States Code Annotated*, which is the unofficial version of the *United States Code* (the official statutory compilation of the laws enacted by Congress). *Et seq.* is a Latin phrase meaning "and following" and is a shorthand way of showing that the act covers not just the initial section cited but also others that follow the initial section. The text in parentheses indicates that the *United States Code Annotated* is published by West Publishing and that 1993 is the publication date of the volume in which the cited sections can be found. Citing to U.S.C., U.S.C.A., or U.S.C.S. is the preferred method of citing legislation, because codified legislation is usually easier to work with and retrieve than is a session law, the form of legislation before it is codified. A session law citation is constructed as follows:

Americans With Disabilities Act of 1990, Pub. L. No. 101-336, § 2, 104 Stat. 328 (1991).

Explanation: The citation is to the version of the act in its uncodified form. The act was the 336th public law enacted by the 101st Congress. Section 2 is the particular section of the act cited (§ 2 happens to correspond to § 12101 of 42 U.S.C.A., which is where § 2 was ultimately codified). The text of the section cited can also be found in the official compilation of uncodified session laws, called *United States Statutes at Large* (abbreviated *Stat.*) at volume 104, p. 328. Volume 104 of the *United States Statutes at Large* was published in 1991.

A7.05 Legislative Materials (Bluebook Rule 13)

For testimony and hearings, bills and resolutions, and reports and documents, provide in text the title or number (or other descriptive information) and the date.

Form for testimony at federal hearings and for full hearings:

Title, xxx Cong. (date).

12. Sample reference for federal testimony

RU486: The import ban and its effect on medical research: Hearings before the Subcommittee on Regulation, Business Opportunities, and Energy, of the House Committee on Small Business, 101st Cong. 35 (1990) (testimony of Ronald Chesemore).

Text citation:

RU486: The Import Ban (1990)

(RU486: The Import Ban, 1990)

Explanation: This testimony was given before a subcommittee of the U.S. House of Representatives during the second session of the 101st Congress and can be located beginning on page 35 of the official pamphlet that documents the hearing. In the reference, always include the entire subject-matter title as it appears on the cover of the pamphlet, the bill number (if any), the subcommittee name (if any), and the committee name. If you are citing an entire hearing, certain adjustments to the citation should be made, as in Example 13.

13. Sample reference for a full federal hearing

Urban America's need for social services to strengthen families: Hearing before the Subcommittee on Human Resources of the Committee on Ways and Means, House of Representatives, 102d Cong. 1 (1992).

Text citation:

Urban America's Need (1992)

(Urban America's Need, 1992)

Explanation: This hearing was held in 1992 in the U.S. House of Representatives during the 102d Congress. The hearing begins on page 1 of the official pamphlet that was prepared after the hearing.

14. Form for unenacted federal bills and resolutions

Title [if relevant], bill or resolution number, xxx Cong. (year).

The number should be preceded by *H.R.* (House of Representatives) or *S.* (Senate), depending on the source of the unenacted bill or resolution.

Reference list entry:

S. 5936, 102d Cong. § 4 (1992).

Text citation:

Senate Bill 5936 (1992)

(S. 5936, 1992)

15. Sample references to unenacted federal bills

Equitable Health Care for Severe Mental Illnesses Act of 1993, H.R. 1563, 103d Cong. (1993).

Equitable Health Care for Severe Mental Illnesses Act of 1993, S. 671, 103d Cong. (1993).

Explanation: The first example is to a bill created in the U.S. House of Representatives during the 103d Congress; it was assigned the bill number 1563. The second example is the Senate's version of the same bill.

16. Form for enacted federal bills and resolutions

xx. Res. xxx, xxx Cong., Volume Source page (year) (enacted).

Reference list entry:

S. Res. 107, 103d Cong., 139 Cong. Rec. 5826 (1993) (enacted).

Text citation:

Senate Resolution 107 (1993)

(S. Res. 107, 1993)

Explanation: This resolution by the Senate is numbered 107 and is reported in volume 139 of the *Congressional Record* on page 5826. Note that enacted bills and joint resolutions are laws and should be cited as statutes. Enacted simple or concurrent resolutions should follow this format.

17. Form for federal reports (Rep.) and documents (Doc.)

xx. Rep. No. xx-xxx (year).

As with bills, report numbers should be preceded by *H.R.* or *S.* as appropriate. The report number is composed of the year of the Congress followed by a hyphen and the number of the report, and ending with the calendar year.

Reference list entry:

S. Rep. No. 102-114, at 7 (1991).

Text citation:

Senate Report No. 102-114 (1991)

(S. Rep. No. 102-114, 1991)

Explanation: This report was submitted to the Senate by the Senate Committee on Labor and Human Resources concerning the Protection and Advocacy for Mentally Ill Individuals Amendments Act of 1991. The reference is to material that starts on page 7 of that document.

A7.06 Administrative and Executive Materials (*Bluebook* Rule 14)

For rules and regulations, advisory opinions, and executive orders, provide in text the title or number (or other descriptive information) and the date.

18. Form for federal regulation

Title/Number, Volume Source § xxx (year).

Reference list entries:

FDA Prescription Drug Advertising Rule, 21 C.F.R. § 202.1 (2006).

Adoption and Foster Care Analysis and Reporting System, 73 Fed. Reg. 82,082 (proposed Jan. 11, 2008) (to be codified at 45 C.F.R. pt. 1355).

Text citations:

FDA Prescription Drug Advertising Rule (2006)

(Adoption and Foster Care Analysis and Reporting System, 2008)

Explanation: The first rule was codified in 2006 in volume 21 of the *Code of Federal Regulations* (the official regulatory code) as section 202.1. The second rule was proposed and published in the *Federal Register* before being officially codified; the parenthetical information is a cross-reference (indicated in the entry in the *Register*) to the section of the *Code of Federal Regulations* where the proposed rule will be codified.

19. Form for executive order

Exec. Order No. xxxxx, 3 C.F.R. Page (year).

Reference list entry:

Exec. Order No. 11,609, 3 C.F.R. 586 (1971–1975), *reprinted as amended* in 3 U.S.C. 301 app. at 404-07 (1994).

Text citation:

Executive Order No. 11,609 (1994)
 (Executive Order No. 11,609, 1994)

Explanation: Executive orders are reported in title 3 of the *Code of Federal Regulations*; this one appears on page 586. Provide a parallel citation to the *United States Code* (U.S.C.) or, if U.S.C. is unavailable, to the *United States Code Service* (U.S.C.S.).

A7.07 Patents

In text, give the patent number and the issue date (not application date) of the patent. In the reference list entry, include the inventor(s) to whom the patent is issued and the official source from which the patent information can be retrieved.

Reference list entry:

Smith, I. M. (1988). *U.S. Patent No. 123,445*. Washington, DC: U.S. Patent and Trademark Office.

Text citation:

U.S. Patent No. 123,445 (1988)
 (U.S. Patent No. 123,445, 1988)

Explanation: This patent was issued in 1988. I. M. Smith is the inventor who holds the patent right. The patent number is a unique identifying code given to every patent. In this reference example, the patent number represents a utility patent because there is no letter prefix. If this were a nonutility patent, such as a design patent (coded with a *D*), the patent number in the reference and citation would be D123,445.

The Publication Process

The author, editor, and publisher share responsibility for the ethical and efficient handling of a manuscript. This responsibility begins when the editor receives the manuscript and extends through the life of the published article. In this chapter, we describe the peer review process, focusing first on how editors evaluate manuscripts. Next, we delineate the author's responsibilities in four areas: (a) preparing the manuscript for submission, (b) attending to administrative and ethical responsibilities, (c) complying with publisher policy requirements, and (d) working with the publisher during the production process.¹

Editorial Process

8.01 Peer Review

Scholarly journal articles are original, *primary* publications. This means that they have not been previously published, that they contribute to the archive of scientific knowledge, and that they have been reviewed by a panel of peers. The peer-reviewed literature in a field is built by individual contributions that together represent the accumulated knowledge of a field.

To ensure the quality of each contribution—that the work is original, valid, and significant—scholars in the subspecialties of a field carefully review submitted manuscripts. By submitting a manuscript to a peer-reviewed journal, an author implicitly consents to the circulation and discussion of the manuscript. During the review process, the manuscript is considered a confidential and privileged document, but publishers differ, so check the journal's instructions to authors (see section 1.14, for

¹This chapter gives instructions to authors of journal articles. Authors and editors of book manuscripts should follow instructions given by the publisher's book production department. For information on dissertations and master's theses, see "Converting the Thesis or Dissertation Into an Article" on the APA Style website (www.apastyle.org).