Guide to APA Style

APA Style is an editorial style developed by the American Psychological Association and used for written materials in the social and behavioral sciences. APA Style provides a standard system for giving credit to others for their contribution to your work. To do this, APA Style requires you to cite the sources you have used in two places: the in-text citation and as part of your reference list at the end of your paper. The purpose of citing sources is to allow you to use the ideas and works of other researchers while avoiding plagiarizing them.

This guide is based on the 6th edition of the APA style manual. For more information please see our online guide at http://libraryguides.cobleskill.edu/cite.

In-Text Citation

When you paraphrase a source or include a direct quote in your paper, you need to provide enough information for a reader to easily locate the citation in your list of references at the end of the paper. APA Style does this with the author-date method of in-text citation. Each quotation or paraphrase must include the author's last name, the year of publication, and the page number (only for quotations).

By paraphrasing (or summarizing), you convey the author's original meaning in your own words. Page numbers are not required for paraphrased citations. Here are some examples of paraphrased information:

The potential for truly integrated online research continues to develop at a rapid pace (Moore, 2001).

Baker (1989) comments on the fact that students who have a great interest in laboratory work attain good results.

Quotations can be used to give definitions of key concepts or to restate an author’s main idea. The following is an example of a brief quotation:

They point out that, “Informational labels are especially important for nonprint materials because they can furnish critical information which otherwise might not be evident from looking at the item on the shelf” (Driessen & Smyth, 1995, p. 32).
# Reference List

- Arrange alphabetically by author’s last name
- Arrange anonymous (no author) works by the first significant word in the title
- Double-space between each entry
- Indent the second line of each entry (a hanging indent)

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<tr>
<th>Material Type</th>
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| Book in print                                      | Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Location: Publisher.  
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"Because online materials can potentially change URLs, APA recommends providing a Digital Object Identifier (DOI), when it is available, as opposed to the URL. DOIs … are unique to their documents and consist of a long alphanumeric code. Many publishers will provide an article’s DOI on the first page of the document." (Source: Purdue OWL)

**REMINDER: cite your sources to avoid plagiarism**

When writing your paper, you MUST identify the source of any

- quotation
- facts
- idea or opinion that is not your own

As you research, keep a good record of all the sources you use and where your information comes from. One of the most effective ways to avoid plagiarism is to summarize in your own words as you take notes, rather than copy whole sections word for word.

Additional citing help at: http://libraryguides.cobleskill.edu/cite