



## Parenthetical References

APA requires *parenthetical references* to cite direct quotes and ideas within your paper. They refer to items in your Reference list.

Most in-text references include the author, publication date, and page number. Here are some examples:

- (Lopez, 2003, p. 209)
- (Smith & Corona, 1975)
- (Wise, 1999, pp. 1-3)

For works without an author, use the first few words of the work's title. Examples:

- ("The Night Sky," 1994)  
[use quotes for articles and chapters]
- (*Memoirs of a chef*, 1998, p. 12) [*Italicize* journal names and books]

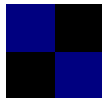
**For more examples, see sections 3.97-3.102 in the APA Publication Manual.**

### GENERAL APA RULES OF THE ROAD:

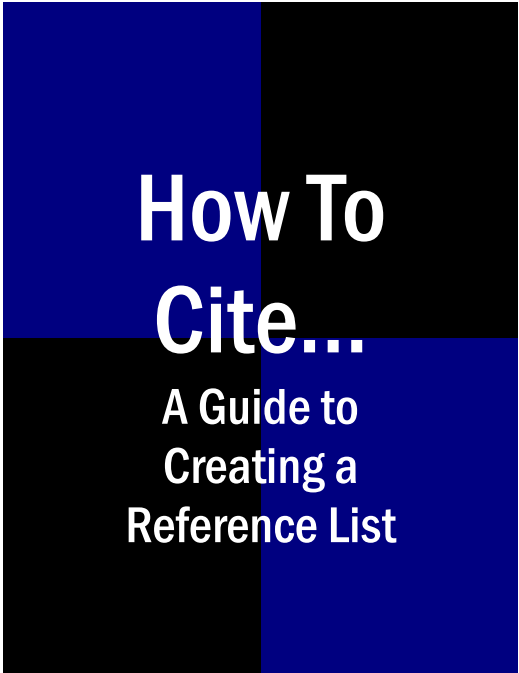
- Use your word processor to **hanging indent** your reference list
- Use **&** instead of **And** for 2+ authors
- Use *Italics* for names of websites, journals, books, and reports. Avoid underlining.
- *Italicize* the volume number as well as the journal title.
- Use **No.** for "number"; **In** to cite a chapter or encyclopedia article.
- Type the entire page number sequence e.g., 416-417. "pp." is used sparingly—see the examples!

### For More Information...

- Visit the **Citation and Style** area of our library's website [<http://lib.newpaltz.edu>]. You'll find it under **Research Assistance**.
- Check our databases' **Help** sites! *Many databases demonstrate ways to cite materials found online.*
- See the paper version of the *Publication Manual*. Call No. REF BF 76.7.P83 2001.



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# How To Cite...

## A Guide to Creating a Reference List

## APA 5 EDITION

**APA (American Psychological Association) style** is an accepted set of rules for preparing manuscripts—whether they are term papers, articles, books, or online works.

APA style is used in many scientific and social science disciplines. APA's *Publication Manual* (Call Number REF BF 76.7.P83 2001) is currently in its fifth edition.

In addition to citation guidance, the *Publication Manual* assists you with margins, fonts, title pages and more.

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### Citing your sources allows your reader to:

- Identify other people's ideas and information
- Locate source materials for future research
- Put your interpretations into the context of other scholars' works

**Failure to properly credit sources constitutes plagiarism.**

## ARTICLES

### ...found in a paper journal

Smith, I. J., Jones, L.M., & Brown, C. (2001, January 1). The assessment of furniture costs in academic libraries. *Fictitious Library Journal*, 68, 843-846. [Rule 4.16, ex.2]

### ...located within a database

Smith, I. J., Jones, L.M., & Brown, C. (2001, January 1). The assessment of furniture costs in academic libraries. *Fictitious Library Journal*, 68, 843-846. Retrieved October 23, 2003, from the PsycInfo database. [Rule 4.16, ex. 88]

### ...from an E-journal (i.e., no print equivalent)

Mathews, K. (2003, March 7). Coping with college stress. *Online College Dynamics Journal*, 11. Retrieved September 2, 2003, from <http://www.fictitiousjournal.org/ocdj/volume11.html> [ex. 89]

## BOOK REVIEW

Smith, R. M. (2003). Real or imagined: New books for summer. [Review of the book *The strangest library ever*]. *Library Journal*, 290, 141-142. Retrieved August 1, 2003, from the Proquest database. [4.16, ex. 63]

## WEBSITES

**A Personal website** (where no author is listed on the webpage. Use n.d. if no date of creation or update is listed)

*The what's wrong with my computer homepage.* (n.d.). Retrieved July 29, 2003, from <http://www.whatswrongnow.com>

### A section from a large website

Sojourner Truth Library. (2003, May). *SFX help*. Retrieved August 1, 2003, from the SUNY New Paltz Sojourner Truth Library Online Knowledge Bank Website: <http://lib.newpaltz.edu/help/sfxhelp/morehelp.html> [4.16, ex. 78]

## BOOKS

### Authored Book (In this case, a revised edition)

Mason, P. (1964). *How to cross-examine a witness.* (Rev. ed). New Paltz, NY: Huguenot. [4.16, ex. 27]

### Edited Book

Gibbs, S., & Rogers, S. (Eds.). (2002). *What is this APA thing, anyway?* San Francisco, CA: Fictitious Publisher. [Rule 4.16, ex. 25]

### Article or Chapter in an Edited Book (in this example, 2 editors)

Dewey, M. (2001). How much?: A look at library overdue fines. In Towers, J. & Faulty, P. (Eds.) *A new look at the modern library* (pp. 46-96). Bismarck, ND: Shaman, 2001. [4.16, ex. 34]

## ENCYCLOPEDIA ENTRY

Bergman, L. (1993). Creativity and mankind. In *The new encyclopedia of creative thinking* (Vol. 26, pp. 501-503). Chicago: American Brainiac Association. [4.16, ex. 38]

These examples attempt to accurately show capitalization, italics, spacing and punctuation. Refer to the *Publication Manual's* rules and examples (cited here in [ ]'s) for more information. Or contact the library!

## A SECONDARY SOURCE (CITING A STUDY THAT QUOTES ANOTHER STUDY...)

Cite the original parenthetically, and then cite the secondary source (the one you're actually using in the paper) in the Reference list. [Rule 4.16, ex. 22] Example:

Smith & Jones's study (as cited in Lincoln, 1993)...

Lincoln, A. (1993). *Revisiting the dissonance.* New York: MacMillan, 24-32.

## ERIC DOCUMENT

Mead, S. B., & Trapp, R. (2000). *Really great notebooks: Kids who got it all figured out* (Report No. 466-1102a). Brooklyn, NY: National Notebook Competition. (ERIC Document Reproduction Service No. ED 662409) [4.16, ex. 43]

## GOVERNMENT DOCUMENTS

(NOTE: Many government reports are published by the Government Printing Office (GPO). Cite GPO docs as you would any book or chapter.)

### ...in paper form

U.S. Department of Health and Human Services. (1992). *Keeping fit: the President's plan* (AHCPR Publication No. 92-10001). Rockville, MD: Author. [4.16, ex. 44]

### ...found on a website

U.S. Department of Health and Human Services. (1992). *Keeping fit: the President's plan* (AHCPR Publication No. 92-10001). Retrieved July 30, 2003, from U.S. Department of Health and Human Services Online: <http://www.dhhs.gov/rpts/1992/fit.htm> [4.16, ex. 91]