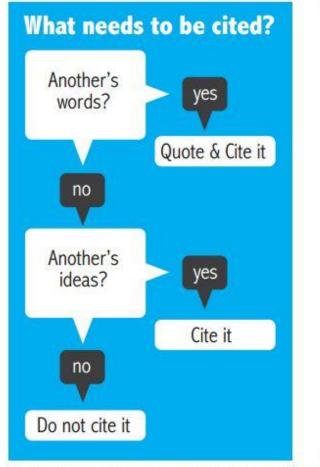


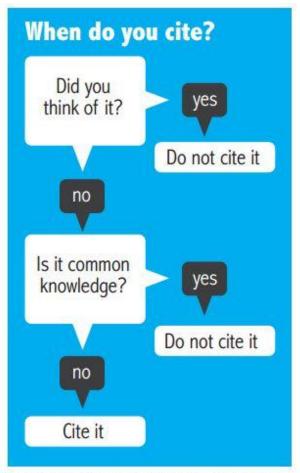
APA Formatting & Citations

Here's what you will learn:

- 1. What you need to cite.
- 2. How to paraphrase.
- 3. The various types of citations.
- 4. The parts of a citation.
- 5. Where to find examples of citations.
- 6. Where to place citations.
- 7. Where to get citations.
- 8. How to format your paper in APA style.

What do I need to cite?





From: Harris, Robert A. The Plagiarism Handbook: Strategies for Preventing, Detecting, and Dealing with Plagiarism. Los Angeles: Pyrczak Publishing, 2001.

How to paraphrase

It is important to put what you read into your own words. You must change more than a few words or phrases. You cannot simply change the order of the words in a sentence. Staying too close to the original wording is still plagiarism, i.e., stealing another's words and ideas. Be careful not to use the original author's terms and phrases without quotation marks. It is still necessary to cite the source of the ideas that you have paraphrased

Original

"To the extent that a child is separated from its mother at an early age, a child may suffer generalized separation anxiety." (Heinz, 2009).

Paraphrase

When children are taken away from their mothers when they are very young, they are likely to be afraid to leave familiar people and places. (Heinz, 2009).

Types of Citations

Citations come in two types: in-text and reference list In-text citations are very simple.

- For a paraphrase, use the author's last name and year of publication after the paraphrased term or section:
- Heidegger felt that the idea of *being* was not clearly understood. (Heidegger, 1927).
- For a direct quotation, add the page number as well:
- "Being is not something like a being." (Heidegger, 1927, p.4).

Citation Formats for a Reference List

Citations for your reference page vary according to the type of document.

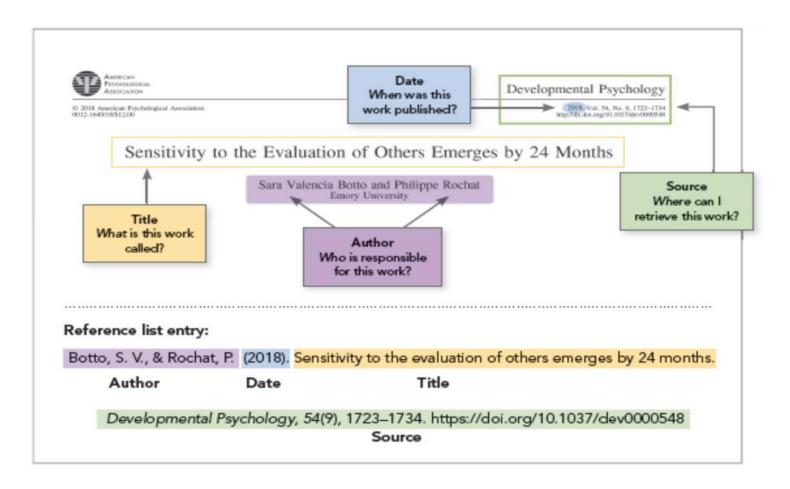
There are different formats for books, chapters of books, e-books, articles from print journals, articles from online journals with and without DOI (digital object identifier), quotation or paraphrase from a website, and more.

All these formats are differentiated and presented with examples in a number of sources, online and in printed texts.

The following slide shows an example of a reference format for a journal article.



Citation List Format



(Image from https://apastyle.apa.org/style-grammar-guidelines/references/basic-principles)

Citation formats for Reference List

All citations in a reference list must be double spaced.

The second (and any further) line must have a hanging indent.

For example:

Material Type	Reference List Citation Format
Book in print	 Author, A. A. (Year of publication). Title of work: Capital letter also for subtitle. Publisher. Maciocia, G. (2015). The foundations of Chinese medicine: A comprehensive text (3rd ed.). Churchill Livingstone.



Where to find examples

- The Writing & Citing page on the Pacific College Library web page:
- https://www.pacificcollege.edu/resources/library/writing-citing
- The Publication Manual of the American Psychological Association (seventh edition)
- The APA Style website: https://www.apastyle.org/
- The APA Formatting and Style Guide from the Purdue Owl Writing Lab:
- https://owl.purdue.edu/owl/research and citation/apa style/apa formatting and style guide/general format.html

Where to Place Citations

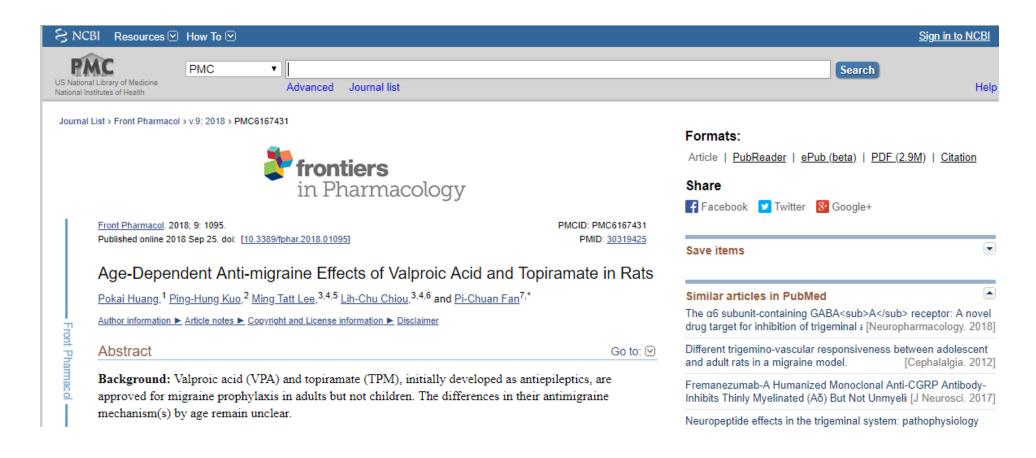
- Citations appear in two places in an academic work.
- In-text citations appear in the body of the paper at the end of a term, phrase, paragraph, or longer selection.
- In-text citations are brief. They consist of the author's last name and the date of the publication. If the citation refers to a direct quote, the page number(s) is added.
- You should have a reference list at the end of your paper. This is a list, arranged alphabetically by author's last name, of all the sources that you quoted or paraphrased in your paper.
- This is not the same as a bibliography, which is an alphabetical list of all the resources you found related to the topic of your paper, including those you did not use. An academic paper does not require a bibliography.

Where to Get Citations

- Most journal databases allow you to download citations or send them to your email. You can then paste the citation into the reference list in your paper.
- For example, in PubMed, there's a citation icon on the top right of the article page under the subtitle **Formats**. (See next slide). Click on that icon and you will see several choices of citation format. Choose the APA-style citation and copy and paste it into the reference list of your paper.
- In a linked full text document, the citation will often appear within the document, usually at the top of the first page or at the end of the document.
- For books, you will have to create your own citations.
- Always check copied citations for proper formatting.

How to get citations in PubMed

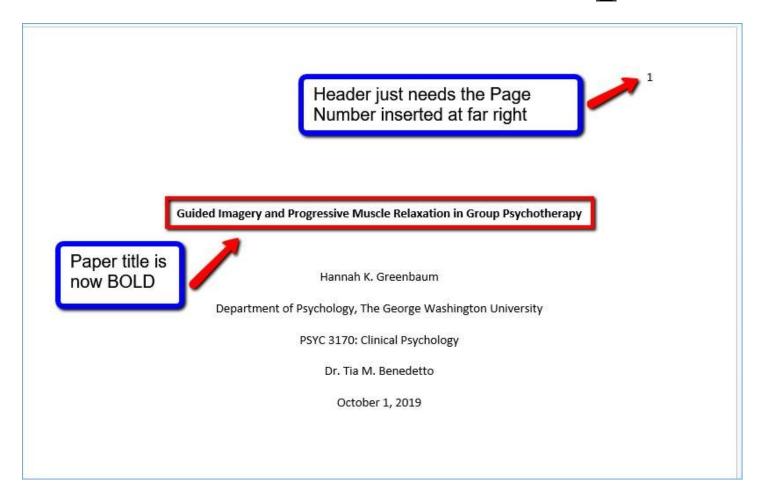
https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6167431/



How to format your paper in APA style

- There is an excellent demonstration of formatting for APA style, complete with examples and links for more information, on PCOM Library's Writing & Citing page: https://www.pacificcollege.edu/resources/library/writing-citing
- However, Microsoft Word, for both pc and Mac, offers an APA style template. Open a new document in Word and scroll through the templates to find *APA style report*. The template includes instructions. For example: [Title Here, up to 12 Words, on One to Two Lines]. Just type your information in place of the instructions

MS Word APA Template



Berkeley College Website - https://chat.library.berkeleycollege.edu/faq/285800



Any Questions?

- Check citation format in the APA *Publication Manual*. Every possibility that you can imagine is covered in this book.
- Browse the PCOM Library Writing & Citing page: https://www.pacificcollege.edu/resources/library/writing-citing
- Ask a librarian:
- Pat Benefiel (San Diego) <u>pbenefiel@pacificcollege.edu</u>
- Janet Harper (Chicago) jharper@pacificcollege.edu
- Svetlana Oziransky (New York) <u>sozirans@pacificcollege.edu</u>