

STETSON UNIVERSITY

Writing Center Handouts

APA (American Psychological Association) Style

The American Psychological Association Style is commonly used for citations in the social sciences.

General Guidelines

- Double-space typed papers, using 12 pt. font
- Includes “Running Head:” followed by your title in all caps as the header.
- The running head is a shortened title, less than 50 characters including spacing and punctuation.
- APA style papers have 4 parts:
 - 1. Title Page: includes the title, the author’s name, and an affiliated institution.
 - 2. Abstract: includes “Abstract” centered on the page as a title, followed by 150-250 words summarizing your Main Body.
 - 3. Main Body
 - 4. References

In-Text Citations

- Cited material that is directly quoted requires citations that include author, year, and page number. Not directly quoted material just needs the author and the year.
 - Ex: According to Author (2015), “When research is quoted in an APA style paper, that material must include proper citation” (p.1).
- When citing works that do not have authors, use the full title in the text or a shortened one/two-worded title in the parenthetical citation.
- For research conducted by 2 authors, name both authors separated by “and” in the text or cite both authors separated by “&” in the parenthetical citation.
- et al. – use for research involving 6 or more authors; and, subsequent mentions of 3 to 5 authors. (e.g. Author et al., 2017)
- For 3 to 5 authors, list all names in the first mentioning of the research using “and” in the text or “&” in the parenthetical citation.

References Page

- Order entries alphabetically and center “References” at the top of the page; indent the second and following lines.
- For up to 7 authors, give the last name then initials. For more than 7, use “...” after the sixth author followed by the last name and initial for the last mentioned author.
- Examples:

- Journal - Author, A., Author, B., Author, C., Author, D., Author, E., Author, F., ...Author, Z. (Year). Titles are written like this. *Journal Name*, volume(issue), page-page. DOI or <http://url.com>.
- Books - Author, A. A. (Year). Title of work: Capital letter also for subtitle. Location: Publisher.
- Web page - Author, A. A. or Organization. (Date of publication). Title of document. Retrieved from <http://url.com>