

## APA Parenthetical Documentation

### Standard Guidelines

- The American Psychological Association (APA) uses the author-date method of citation. The documentation that appears in the text gives information the reader needs to locate the full citation in the reference list.
- When a work has only **one author**, the author's last name and date of publication are used. (works with multiple authors are covered later in this handout).

- The author's last name may be placed in the text with the date following in parentheses:

Freire (1994) reinterprets his own pedagogy.

- When the author's name is not included in the text, it must be placed in parentheses.

When an educator's work spans decades, he or she may use the 20/20 vision of hindsight to interpret it (Freire, 1994, p. 42).

- Quotation marks are used for direct quotations with page numbers following the date:

As Freire (1994) tells us, "The focus of problem-posing education is on the empowerment of the individual learner" (p. 174).

- Punctuation for short quoted or paraphrased material follows the final parenthesis of the author-date citation as in the two previous examples.
- If you cite the same source a second time within a paragraph, the year of publication may be omitted. (For a demonstration of this see the paragraph-length example under guidelines for three, four, or five authors).

### Block Quotations

- Citations of **forty words or more** are called block quotations. Such quotations begin on a new line, and the entire block is indented.
- A colon is used to introduce a block quotation, and quotation marks are not inserted. Do not forget that block quotations require end punctuation to precede the citation.
- The entire block quotation must be double-spaced.

Writing centers adaption to the communities changing diversity accomplishes several things:

If we are to survive and thrive as the population in the United States becomes more diverse, we in writing centers must adapt our services to the changing clientele. We

must be proactive in defining models of multicultural centers unless we want others to define what we are and what we might become. (Kilborn, as cited in Barnett & Blumner, 2001, p. 391)

### **Guidelines for Works with Multiple Authors**

- When a work has **two authors**, cite both names every time the source is cited in the text.

The existence of magnetic molecules in the brains of migratory birds has been clearly established (Partch & Grewe, 1994).

- When a work has **three, four, or five authors**, cite all authors the first time the reference occurs. In all subsequent citations, include only the name of the first author followed by “et al.” (et al. is an abbreviation of the Latin phrase, “et alii,” meaning “and others,” and must be followed by a period).

The format of test specifications may vary, depending on who is using them. Different uses necessarily require different types of information (Alderson, Clapham, and Wall, 1995). The importance of providing the same information to all examinees cannot be overstated: “All examination [centers] should give all students the same amount of information” (Alderson et al., 1995, p. 36).

- If a work has **six of more authors**, cite the last name of the first author followed by “et al.” in all citations.

Preprocessors increase computation speed 100% (Wu et al., 1996).

- If a reference list includes sources by **two authors with the same last name**, include the first and middle initial of each author in all text citations.

D.M. Smith (1994) and P.W. Smith (1995) both reached the same conclusion about parenting styles and child development.

- Names of **groups that serve as authors** are usually spelled out each time they appear in a text citation. However, commonly used acronyms may be used after citing the full group name in the first citation with its acronym in parentheses.

Although “Be Prepared” is a motto we could all live by (Boy Scouts of America [BSA], 1990), the scout slogan “Do A Good Turn Daily” (BSA) may be more difficult to practice.

- When citing **two or more sources by different authors**, place the authors’ names in parentheses in alphabetical order. Remember to keep authors within each source in the order they are published (i.e., if Ellison [in the example below] were Ellison, Rogers, & Aniston, 1973 Ellison would remain the first name in the citation).

The hemispheric division of the human brain has been studied from many different perspectives; however, not all researchers agree on the exact functions of each hemisphere (Ellison, 1973; Jaynes, 1979; Mick, 1978).

### **Guidelines for Non-Print or Non-Recoverable Sources**

#### **personal communications.**

Letters, interviews, e-mail and other unrecoverable sources are cited in the text of the paper. Since the information is not available, they are not included in the reference list at the end. Give the initials, as well as the last name of the source, and provide the date the communication was sent.

When Wheeler was asked what mass had to have to become matter, he responded, “That’s it, if we knew that then we would know” (J.A. Wheeler, Personal communication, November 16, 1981).

- When citing recoverable **electronic sources** in text (that is, those sources that have an Internet address), use the author-date method described above.
- For **quoted or paraphrased material**, include either the paragraph number or “n.p.” following the author-date reference. (This may be the title of a homepage which has no author).

The wolf population stabilized two years ago (Yellowstone Wolves, 1996, n.p.).

- If **no author** is available, place the first few words of the reference list entry, and the date, in parentheses following the citation.

Questions? If a question arises which is not answered in this handout, please refer to the original source: American Psychological Association (2010). *Publication Manual of the American Psychological Association* (6<sup>th</sup> ed.). Washington, DC: American Psychological Association.