Guide for Citing Resources -- APA Style

General guidelines for an APA References page:

- Center the word References one inch from the top of the page on a new page at the end of the paper.
- Double-spacing is used between, as well as within, each entry.
- Use a hanging indent: begin the first line of each entry at the left margin and indent all subsequent lines of an entry one-half inch (5 spaces).
- List reference sources alphabetically by author’s last name. If the source has no author, alphabetize by the first significant word in the title ignoring A, An, or The.
- List author by last name, then a comma, followed by first and second (if available) initials.
- Put the publication year in parentheses ( ) following the author(s)' name(s).
- Use italics for titles of books, journals, newspapers, encyclopedias, or reference books.
- Capitalize only the first word and any proper nouns in the title.
- Include the city and publisher for books. If the city is not well-known, include the state two-letter postal abbreviation.
- Separate the author(s)' name(s), the date (in parentheses), the title, and the publication information with periods.

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Special thanks to Hudson Valley Community College for this resource

**EXAMPLES:**

**BOOKS (Print):**

**Book (one author):**

**Book (two or more authors):**

**Book with an organization as the author:**

**Book with unknown author:**

**An essay in an edited book:**

**An article in a reference book:**

**BOOKS (Online):**

**E-book (from a library database):**

**Entry in an online reference work:**
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ARTICLES (Print):

Magazine or journal article:

Article from a newspaper:

ARTICLES (Online):

NOTE: As of the 6th edition, 2010 of the *Publication Manual of the American Psychological Association*, online articles from library databases no longer require the name of the database nor the date retrieved. If the article is easily findable in a library database, it is cited in the References page as if it was the print edition.

Article from a library database:

Online article with a DOI (Digital Object Identifier):

Online article without a DOI:

WEBSITES:

Web site with no author:
IN-TEXT CITATIONS:

In-text citations are placed within the paper in order to make the source of the quoted, summarized, or paraphrased text clear. APA’s in-text citations provide at least the author’s last name and the year of publication. If the author is not named in the signal phrase, place the author’s name, the year, and the page number in parentheses after the quotation. Example: Bolton (2010) pointed out the students who do not use libraries often find frustration in their research efforts (p. 74).

If author’s last name and the year are not in an introductory signal phrase, put it in parentheses following the text. Example: (Bolton, 2010, p. 74). A page number is not required for a summary or paraphrase, but it is included if it would help readers find the passage in a long work. Example: (Simon, 1945)

For more examples, consult the Publication Manual of the American Psychological Association (2010).

ADDITIONAL RESOURCES:

- For more help, go to the library web page and click on Cite your Sources. There you will find links to other online help including a YouTube video that will help you set up your paper in APA format. Citation makers are also listed there.
- The Writing and Research Center is located on the 2nd floor of the Dwight Marvin Library. Go to https://www hvcc ed /learningcenters/writing html to learn more about this service. To access online writing support, including printable and interactive resources, enroll in Learning Centers - Writing Organization. This organization was developed by our own writing specialists to help you on the path to success so be sure to enroll! Here’s how:

Login to MyHudsonValley Portal/Blackboard

Click the Community tab in the Academic Support – the Learning Centers box

Click the Learning Centers - Writing link

On the resulting page, click the Submit button

Click the OK button to enter the organization

Remember you have access to the library 24/7 with our Ask a Librarian service. Go to the library web site and click on Ask a Librarian to get your questions answered!