



# Documentation in APA Format

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**Fred Meijer Center for Writing and  
Michigan Authors**

**DEV 101B (Pew Campus)**

**LOH 120 (Allendale Campus)**



# Overview of APA Formatting

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- Used in scientific, education, social science, and some humanities fields
- Expressed by in-text, parenthetical documentation
- Includes a References page

Definitive Source: *Publication Manual of the American Psychological Association*, 6<sup>th</sup> Edition, 2010.



# Why Document Sources in APA Format?

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- To give credit where credit is due: avoid plagiarism
- To establish your credibility as a careful scholar within the field
- To ensure consistency within the discipline: readers know what to expect
- To give readers access to the sources you cite



# How Documentation Works

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- In-text citations refer to a References page
- References page gives readers bibliographic information to locate sources themselves



# Reference Page

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- Provides bibliographic information so readers can find sources themselves
- Each entry includes this basic information:
  - Author's name
  - Date of publication
  - Title of work
  - Other publication information, such as source of work, page numbers, and digital object identifier or doi for both print and electronic sources if available

**Quick Tip:** See pp. 189-192 in the *Publication Manual of the American Psychological Association* for further information on doi numbers.

**Quick Tip:** All sources cited in the paper must be listed on the Reference page. All sources listed on the Reference page must have been cited in the paper



# A Sample Reference Page

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## References

Davis, B.G., Scriven, M., & Thomas, S. (1987). *The evaluation of composition instruction*. New York: Teachers College Press.

Hanson, F. A. (1993). *Testing testing: Social consequences of the examined life*. Berkeley: University of California Press.

Huot, B. A. (1990). The literature of direct writing assessment: Major concerns and prevailing trends. *Review of Educational Research*, 60, 237-263. doi: 10.1037/8942-6734.88.995

Yancey, K. B. (1999). Looking back as we look forward: Historicizing writing assessment. *College Composition and Communication*, 50(3), 483-503. doi:10.3597/892467496257867952



# Sample References

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## ○ **Book:**

Davis, B.G., Scriven, M., & Thomas, S. (1987). *The evaluation of composition instruction*. New York: Teachers College Press.

*Quick Tip:* Simply use the initials of the authors' first and middle names, rather than spelling them out completely.



# Sample References

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## ○ ***Article in a scholarly journal:***

Yancey, K. B. (1999). Looking back as we look forward: Historicizing writing assessment. *College Composition and Communication*, 50(3), 483-503. doi: 10.5975/36589245793679572561

*Quick Tip:* See pp. 198-202 in the *Publication Manual of the American Psychological Association* for help in citing articles you get from databases or download from Web sites.





# Sample References

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## ○ ***Scholarly article from a database:***

Walstad, W.B. (2001). Improving assessment in university economics. *Journal of Economic Education*, 32(3), 281-294. doi:  
10.1080/6795.97264982374121

*Quick Tip:* When a doi number is assigned no further information is needed to locate the article.

*Quick Tip:* Each type of electronic source is documented differently. Consult the APA Style Manual and visit [www.apastyle.org](http://www.apastyle.org) for information about how to format correctly each source you cite.



# Sample References

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○ ***A source with no known author:***

Squeezing the poor for votes. (2004, February 18). *New York Times*. Retrieved from <http://www.nytimes.com>

*Quick Tip:* Since there is no author's name listed, you'll simply include this information on the References page alphabetized by the first key word in the title (in this case, "Squeezing").



# In-Text, Parenthetical Citations

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Use them to:

- Quote directly
- Summarize material
- Paraphrase material

*Quick Tip:* Plagiarism is using someone's *words* or *ideas* without giving the source proper credit.



# In-Text, Parenthetical Citations

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- Are brief
- Refer readers to the Reference page
- Avoid repetition



# Formatting An In-Text, Parenthetical Citation

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- There are two common ways of writing an in-text citation:
  - Integrate the author's name into the sentence itself
  - Include the author's name in a parenthetical citation at the end of the passage in which you quote, summarize, or paraphrase the work



# Sample In-Text Citation

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## Example 1:

Paulson and Paulson (1997) concede that their student-teachers “discovered that the need to tailor a portfolio was influenced by how much personal risk could result were they to bare their own perspectives” (p. 289).

*The author’s name appears within the text of the sentence itself, with the date directly after it; the page on which the quotation can be found is in parentheses at the end of the quotation.*



# Sample In-Text Citation

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## Example 2:

One study found that teachers “discovered that the need to tailor a portfolio was influenced by how much personal risk could result were they to bare their own perspectives” (Paulson & Paulson, 1997, p. 289).

*The author’s name, the publication date, and the page number on which the quotation appears are included in the parentheses after the quotation.*



# Special Cases

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- More than one author with the same last name:
  - (K. Sutherland, 1999)
  - (D. Sutherland, 2004)
- Two or more works within the same parentheses:
  - (Cruise, 1999; Cruz, 2003; Kidman, 2001)
- A work by six or more authors:
  - (Brady et al., 1995)

--Adapted from Purdue's OWL presentation on  
APA documentation





# Special Cases

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- Source has unnamed author
  - Use first key word from the title
  - “Squeezing the Poor for Votes” is the title of the article, so (“Squeezing,” 2004, para. 3) is the parenthetical citation
  
- General reference to a web site
  - GVSU’s Writing Center is the source, so (Grand Valley State University [GVSU] Writing Center, 2004, para. 7) is the parenthetical citation

--Adapted from Purdue’s OWL presentation on APA documentation



# Sample Passage with Parenthetical Citations

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More recently, however, scholars have begun to register possible concerns about teaching portfolio use. Yagelski (1997), for instance, cautions that teacher educators should make careful choices about the design of their portfolio systems in order to address the tensions teachers experience in an evaluative context. Paulson and Paulson (1997) concede that their student-teachers “discovered that the need to tailor a portfolio was influenced by how much personal risk could result were they to bare their own perspectives” (p. 289). Another study found that it is desirable to use separate portfolios for development and credential purposes, suggesting “that efforts to combine the dual purposes of support and accountability in a single portfolio do not always result in constructive tension” (Snyder, Lippincott, & Bower, 1998, p. 139). And Leverenz and Goodburn (1998) warn teacher educators about the problems with professionalizing teaching too quickly.



# Where Can You Find APA Documentation Help?

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- *Publication Manual of the American Psychological Association*, 6<sup>th</sup> ed., 2010.
  - All GVSU libraries—noncirculating
  - Writing Center, Allendale & Pew campuses
  - GVSU bookstore
- The American Psychological Association website (<http://www.apastyle.org/pubmanual.html>)
  - Information about ordering the book or software
  - Help with electronic sources



# GVSU Writing Center

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- ❑ Allendale, LOH 120:
  - Monday-Thursday, 9:00 a.m.-8:00 p.m.
  - Friday, 9:00 a.m.-3:00 p.m.
  - Sunday, 3:00 p.m. – 8:00 p.m.
- ❑ Pew Campus, DEV 101B:
  - Monday-Thursday, 2:00-7:00 p.m.
- ❑ Meijer Campus, Holland: See [www.gvsu.edu/wc](http://www.gvsu.edu/wc) for hours
- ❑ CHS Building, Grand Rapids, Frey Learning Center, 4<sup>th</sup> Floor:
  - Tuesday, 5:00 p.m. – 8:00 p.m.



Questions?

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