APA Citation Style

Basic Rules of APA Style

- Author's names are always inverted, (last name first); although you
use the last name and initials for the authors, such as Boyd, L.J.
Your reference list should also be alphabetized by the author's last names.
Formatting your reference list begins on page 181 of the APA manual.

- If you have more than one work by a particular author, order them according to
publication date.

- Use "&" instead of "and" when listing multiple authors of a single work. See
journal article examples.

- All lines after the first line of each entry should be indented one-half inch from the
left margin. This is called hanging indentation. Your citations should also be
double – spaced. See Chapter 6, page 181 of the APA manual for guidelines to
setting up your paper.

- Capitalize only the first letter of the first word of the title and subtitle of a work

- Italicize titles of books and journals, and note that italics continue beyond both commas
and periods.

- Unpublished communications, such as email and private interviews are not cited in a
reference list because they are non-retrievable. You make reference to these types of
sources in your in-text citations.

- When citing sources from the Internet, such as Web pages, use n.d. (no date) if a
publication date is not available.

- For more information on how to cite electronic resources using APA, please refer to
APA's Electronic References page at: http://www.apastyle.org/elecref.html