APA Style Citation Reference List Overview (7th edition)

**Author**

People
- **Lucas, G.**

Multiple authors:
- **Lucas, G.**, & **Evans, C.**

**Group**

Organization
- World Health Organization.
- Alberta Teachers’ Association.

Government Agency
- Alberta Education.
- Statistics Canada.

**Missing Author?** Replace with the title of the work

**Title**

**Narrative citation:**

**Parenthetical citation:**

In-text citations examples:

**Canadian Charter of Rights and Freedoms**

**Reference list entry example:**

Constitutional Statute Example:

Multiple authors: Family name, Initials, & Family name, Initials.

Single author: Family name, Initials.

Author Entry Structure:

21+ authors include: first author, et al.

1-20 authors include: first author, last author.

**REFERENCE LIST ENTRY CITATIONS**

Reference list entries of:

- 1-20 authors include: et al.
- 21+ authors include: first 19 authors...last author.

**Author Entry Structure:**

**Date**

- **Year**
- **Year, month**
- **Year, season**
- **Exact date**
- **Missing date**

- **YYYY**
- **YYYY, Month**
- **YYYY, Season**
- **YYYY, Month DD**
- **n.d.**

- **Most often (ex. book, article)**
- **Source published monthly**
- **Source published seasonally**
- **Source frequently published**
- **No date for source**

- **YYYY (YYYY, Month).**
- **YYYY, Month (YYYY, Season).**
- **YYYY, Month DD (n.d.).**

- **(2020).**
- **(2020, September).**
- **(2020, Fall).**
- **(2020, September 6).**

- **URL**

When to use brackets:

- For non-textual, non-scholarly works.
- Example: Multimedia, social media

When to italicize the Work’s Title:

- When it's a standalone work; most common
- Example: Books, Reports, Dissertations & Theses, Films & TV Series, Social Media

When to use the Work’s Source:

- When it's a part of another source
- Example: Article within a Journal, Newspaper or Periodical Article, Edited Book

When to italicize the Work’s Source?

- Used in book title, issue, volume or page range.

When to include a DOI:

- Include for online and physical works when available

When to include missing information:

- Missing Author?
- Missing the title?
- Digital Object Identifier (DOI):
- DOIs and URLs should be hyperlinked

A work’s publisher location is no longer included in APA citations.

Legal Citation

APA recommends using a uniform legal citation standard.

- **Canada:** uses McGill legal guidelines
- **United States:** uses Bluebook legal guidelines
- **APA manual:** has U.S. and United Nations legal nation citations.

Constitutional Statute Example:

Reference list entry example:


In-text citations examples:

Parenthetical citation: (Canadian Charter of Rights and Freedoms, 1982).

Narrowed citation: (Charter, 1982)."See the APA Manual (7th edition) and How-To Guides for more details"

**Reference citation differences:**

APA citation general format: Author. Date. Title. Source. Legal citation general format: Title. Source. Date.

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Two Ways to Insert Your Citation

Parenthetical Citation

1) Author's family name and Year is included at the end of a sentence in parentheses.
   Example: ...virtues of wit (Smith, 2010).

Narrative Citation

1) The author's family name is included as part of a sentence followed by the Year in parentheses.
   Example: Smith (2010) discusses how...

   2) The Year may also be included as part of the narrative.
   Example: In 2010, Smith noted that...

For in-text citations with multiple sources:
- Separate each source with a semicolon.
- Order alphabetically.
- Used when sources share a similar idea.
Example: (Lucas & Evans, 2011; Smith, 2018).

Examples of location information

<table>
<thead>
<tr>
<th>Type</th>
<th>Use</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Page</td>
<td>p.</td>
<td>p. 3</td>
</tr>
<tr>
<td>Pages</td>
<td>pp.</td>
<td>pp. 3-5</td>
</tr>
<tr>
<td>Paragraph</td>
<td>para.</td>
<td>para. 4</td>
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<tr>
<td>Paragraph</td>
<td>paras.</td>
<td>paras. 4-5</td>
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<tr>
<td>Table</td>
<td>Table</td>
<td>Table 1</td>
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<tr>
<td>Time stamp</td>
<td>00:00:00</td>
<td>1:30:40</td>
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<td>Slide(s)</td>
<td>Slide #</td>
<td>Slide 7</td>
</tr>
<tr>
<td>Act, Scene, Line(s)</td>
<td>00:00-00</td>
<td>13:36-37</td>
</tr>
</tbody>
</table>

When to cite specific location information?
- Use when quoting a source or when paraphrasing a specific passage in a longer-length work.
  - Note: Your instructor may prefer that you include this information for all in-text citations.

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Use Bias-Free Language

- Use: they instead of he or she, unless author indicates preferred pronouns.
- Use person-first or identity-first language, both are appropriate; community preferences may differ.
- Above all, be respectful and bias-free in your writing.

*See the APA Manual (7th edition) and How-To Guides for more details.*

Formatting Your Paper

- No running head is included in student papers.
- Text on the title page is centered.
- Whole paper is double spaced.
- Use 1-inch margins, text is left aligned.
- Indent first line of each paragraph.
- One space after each sentence period.
- All pages are numbered, flush right in the header.

Font Options

- Sans serif fonts:
  - best for reading online documents
- Serif fonts:
  - best for reading print documents

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Always refer to instructor requirements as they may differ from APA guidelines.

Proofread all borrowed citations from databases, websites, and citation software. They are not always correct.

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