



APA STYLE (7th EDITION)

- The Basics:
 - Type in a legible font (such as Times New Roman 12), double-spaced, 1" margins.
- Header:
 - Include a page number in the top right corner. For professional papers, include a RUNNING HEAD on the left.
- Sections:
 - Title Page
 - **Title of the paper** (bold)
 - Author's name
 - Institutional affiliation
 - Course number and name
 - Instructor's name
 - Assignment due date
 - Abstract
 - Begins on its own page
 - The word "**Abstract**" should be centered and bolded on the first line
 - On the next line, begin summarizing key points
 - Do not indent at the beginning of this paragraph
 - Main Body
 - References
- In-text citations:

Parenthetical (in-text) citations are necessary to give credit, organize ideas, and direct readers to more information located on your References page. In-text citations are used after direct quotes, paraphrased information, and any time you use somebody else's work or ideas.

 - Author-date method
 - Do not include page numbers if you are referencing an entire work
 - Include page numbers if you are directly quoting or paraphrasing
 - Use "p." for a single page or "pp." for multiple pages

Examples:

 - According to Smith (2020), "cats are highly intelligent" (p. 48).
 - He concluded that "APA style is an excellent citation format" (Jones, 2015, p. 123).
 - An analysis of available literature (Smith, 2020) revealed that cats are sensitive to their owners' emotions.
- References Page:

- Appears at the end of the paper
- Begins on a new page
- The word "**References**" should be centered and bolded on the first line
- Each source cited in the paper must be listed on the References page
- Each source listed on the References page must be cited in the paper
- Hanging indents
- Double-spaced
- Last name, first initial. middle initial. Ex – Smith, W. M.
- Alphabetize entries by last name.
- Italicize titles of longer works, such as books or collections.
- Italicize journal titles.

Examples:

An article from an online journal with a DOI

Author, A. A. (Year). Title of article. *Title of Periodical*, Vol.(Issue), page range. DOI

Drollinger, T., & Warrington, P. T. (2006). Development and validation of the active empathetic listening scale. *Psychology & Marketing*, 23(2), 161-180. <https://doi.org/10.1002/mar.20105>

A book by a single author

Author, A. A. (Year of publication). Title of work: Capital letter also for subtitle. Publisher Name.

Stoneman, R. (2008). *Alexander the Great: A life in legend*. Yale University Press.

• Other rules:

- List last names and initials for up to 20 authors in a reference entry. If there are more than 20 authors, use an ellipsis after the first 19 names and end with the final author's name without an ampersand. No citation on the References page should contain more than 20 names.
- Use "et al." for in-text citations with three or more authors. Ex: Smith et al. (2017) suggest...
- For multiple articles by the same author, list the entries in chronological order, from earliest to most recent.
- When you cite multiple works in a single in-text citation, order them alphabetically and separate them with a semi-colon. Ex: (Jones, 2008; Smith, 1996)

If you have further questions about APA 7, refer to these resources:

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* (860) 832-2765 * Willard Diloreto W314 * www.ccsu.edu/writingcenter.com *

- Purdue Online Writing Lab - https://owl.purdue.edu/owl/research_and_citation/apa_style/
- APA Style Guide - The *Publication Manual of the American Psychological Association, Seventh Edition*