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APA Citation and Referencing Guide

For all Years

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Introducing Citations and Referencing

“Cite the work of those individuals whose ideas, theories, or research have directly influenced your work... Citation of an article implied that you have personally read the cited work.” (APA Publication Manual, 2010, p. 169)

“Each reference cited in the text must appear in the reference list, and each entry in the reference list must be cited in the text.” (APA Publication Manual, 2010, p. 174)

Citations: Referencing in the main body of the text

Every single claim made in the main body of the text in a report or an essay needs to be backed up with a citation. A citation is a point of reference of what someone else has said regarding the topic you are discussing.

Referencing: A list of references at the end of the text

The reference section only contains references of the work that you actually read. It should only contain the primary sources you read and the secondary sources. The reference list is called “References” not “Bibliography.”

Citations

Citations follow strict rules:

Rule 1: Each reference consists of author(s) and date

There are two formats for citing people:

1. Author(s) (year in brackets) – e.g., Jones and Hills (2011)
2. Author(s) and year in brackets – e.g., (Jones & Hills, 2011)

Never include authors' forenames, book titles, or journal titles in a citation.
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Rule 2: A citation with multiple authors should use “et al.”

For citations with only **two** authors, you should always include both authors' names.

For citations with **three to five** authors:

- The **first** use of a citation should include all authors' surnames – e.g., Smith, Williams, and O'Reilly (1987)
- The **second** and all subsequent uses should name the first author then use “et al.” instead of the other authors' surnames – e.g., Smith et al. (1987)

For citations with **six or more** authors, cite only the first author followed by “et al.” and the year for the first and subsequent citations.

Rule 3: Know when to use “and” and “&”

When a citation is in the **main text**, “and” should be used between the penultimate and last authors' names. When a citation is in **brackets**, “&” should be used between the penultimate and last authors' name (see examples from Rule 1).

Rule 4: Different authors with the same name

Citations with authors with the same surname should include the first initial to differentiate them in text – e.g., M Lewis (2009) and H Lewis (2001)

Rule 5: Lists of citations

Lists of citations should be used rarely and when used should be in **alphabetical order**.

When two papers have the same author(s), then the citations are in **chronological order**. That is, the earliest citation is listed first. You only need to give the authors name once – e.g., (Eysenck, 1967, 1975).

When two papers have the same author(s) and the same year, suffixes *a*, *b*, *c* can be used to differentiate sources – e.g., (Harvey & Callan, 2014a, 2014b).

These suffixes are referenced correspondingly in the reference list (see point 3 in the reference section).

Rule 6: Citing secondary sources

When citing secondary sources, “as cited in” and the secondary source citation should follow immediately after the year of the reference – e.g., Bright (2005, as cited in Jenkins, 2009)

Provide details of the secondary source (e.g., Jenkins, 2009) in the reference list, rather than the primary citation (e.g., Bright, 2005). Remember the reference list contains details of the sources you have read and cited. Because you have read about the primary source in the secondary source, the secondary source is credited and referenced.

Rule 7: Quotations

Be cautious with quotations!

Use quotes sparingly. Unless the exact phrase is important, try to use your own words where possible (you still need to include the relevant citation). It is highly unlikely that you will need to use more than 3 or 4 quotes in an essay. Do not rely on quotes to make your point for you – try paraphrasing or using your own words.

When using quotations:

1. A quote is the reproduction of another’s work **word for word**.
2. The quotation must be in quotation marks – e.g., “quotation”
3. You need to credit the source with the author(s) name(s) and year of publication.
4. Page numbers need to be provided in the appropriate format (p. for one page quotes and pp. for multiple page quotes).
5. Use quotations sparingly.
6. Quotes under 40 words are incorporated into the text (i.e., as part of the sentences and paragraphs, see examples below).

Examples:

Example 1: If a man were to disregard notions of deservingness, he would “act as if he lives in a jungle with all the attendant psychological consequences” (Lerner, 1977, p. 6).

Example 2: If a man were to disregard notions of deservingness, Lerner (1977) proposed that he would “act as if he lives in a jungle with all the attendant psychological consequences” (p. 6).

Referencing

A reference list appears at the end of the text and provides the full details of all citations in the text.

Referencing rules:

1. The reference list should be in alphabetical order of the author's surname.
2. One author entries precede multiple author entries that begin with the same surname.
3. When there are multiple publications from the same author, the order should be by year of publication (i.e., chronological order).
4. When there are multiple publications from the same author and the same year, the different citations and references should be distinguished by a letter after the year. *See Rule 5 for corresponding citations.*
5. Use a hanging indent (second and subsequent lines are indented)
6. *Italicise* journal/book/newspaper titles.
7. Include the issue number only if the journal is paginated separately by issue, which is usually rare.

Use APA (6th Edition) format (brief examples are provided below). For full details, see Section 7 of the Publication Manual of the American Psychological Association (6th Edition, 2010) – there are copies in the library (Main Collection: 808.06615 PUB).

1. Journal Articles

Format:

Author, A. A., Author, B. B., & Author, C. C. (Year of publication). Title of article. *Title of periodical*, *Volume number* (Issue number, if appropriate), page numbers. Digital object identifier (if available).

Note: The punctuation, grammar, and formatting of each of the formats should be noted. Pay particular attention to the use of commas, full stops, capital letters and use of italics.

Examples:

Fiorentini, A., Maffei, L., & Sandini, G. (1983). The role of high spatial frequencies in face perception. *Perception*, 12, 195-201.

van Belle, G., Ramon, M., Lefèfre, P., & Rossion, B. (2010). Fixation patterns during recognition of personally familiar and unfamiliar faces. *Frontiers in Psychology: Cognitive Science*, 1(20), 1-8. doi:10.3389/fpsyg.2010.00020.

1.1. Journal Articles for more than seven authors

In the reference section, you should list the first six names followed by '...' then the last author's name.

Format:

Author, A. A., Author, B. B., Author, C. C., Author D. D., Author E. E., Author, F. F., ... Author, Z. Z.
(Year of Publication, add month and day of publication for daily, weekly, or monthly publications). Title of article. *Title of periodical*, *Volume number* (Issue number, if appropriate), page numbers. Digital object identifier (if available)

Examples:

Kosslyn, S. M., Alpert, N. M., Thompson, W. L., Malikovic, V., Weise, S. B., Chabris, C. F., ... Buonanno, F. S. (1993). Visual mental imagery activates topographically organized visual cortex: PET investigations. *Journal of Cognitive Neuroscience*, *5*, 263-287.
doi:10.1162/jocn.1993.5.3.263

Zhang, Y., Kuhl, P. K., Imada, T., Iverson, P., Pruitt, J., Stevens, E. B., ... Nemoto, I. (2009). Neural signatures of phonetic learning in adulthood: a magnetoencephalography study. *Neuroimage*, *46*, 226-240. doi:10.1016/j.neuroimage.2009.01.028

1.2. Authors with the same year

When authors have published more than one article in the same year, the citation and the reference should have a letter following on from the year.

Examples:

Meissner, C. A., & Brigham, J. C. (2001a). A meta-analysis of the verbal overshadowing effect in face identification. *Applied Cognitive Psychology*, *15*, 603-616. doi:10.1002/acp.728

Meissner, C. A., & Brigham, J. C. (2001b). Thirty years of investigating the own-race bias in memory for faces - A meta-analytic review. *Psychology, Public Policy, and Law*, *7*, 3-35.
doi:10.1037/1076-8971.7.1.3

2. Books

Format:

Author, A. A. (Year of Publication). *Title of work: Capital letter also for subtitle*. Location: Publisher.

Note: For "Location," you should always list the city. For American cities you should also list the state using a two letter postal abbreviation (e.g., Washington, DC).

Examples:

Macmillan, N. A., & Creelman, C. D. (2005). *Detection theory: A user's guide*. New York, NY: Cambridge University Press.

Piaget, J. (1952). *The origins of intelligence in children*. New York, NY: International Universities Press.

2.1. Books with no author

Books with no author can also be referenced, specifically dictionaries and encyclopedias. For in text citations of sources with no author named, use a shortened version of the title instead of an author's name. For example, parenthetical citations of the first source would appear as follows: (Britannica, 2006).

Examples:

Britannica Concise Encyclopedia. (2006). London: Encyclopaedia Britannica (UK) Ltd.

Oxford Dictionary and Thesaurus. (2007). Oxford: Oxford University Press.

2.2. Book Chapter

Format:

Author, A. A., & Author, B. B. (Year of Publication). Title of chapter. In A. Editor, & B. Editor (Eds.), *Title of book* (pages of chapter). Location: Publisher.

Examples:

Ginsburg, A. P. (1986). Spatial filtering and visual form perception. In K. R. Boff, L. Kaufman, & J. P. Thomas (Eds.), *Handbook of perception and human performance* (pp. 1-41). New York, NY: Wiley.

Richardson, A. (2000). Individual differences in visual imagination imagery. In R. G. Kunzendorf, & B. Wallace (Eds.), *Individual difference in conscious experience* (pp. 125-146). Amsterdam: John Benjamins Publishing Company.

3. Unpublished Work

Sometimes you may wish to reference unpublished work (e.g., work that is in press, PhD theses).

3.1. Paper presentation or poster session from a conference:

Format:

Presenter, A. A. (Year, Month). *Title of paper or presentation*. Paper/Poster session presented at the meeting of Organization Name, Location.

Example:

Harvey, A. J., & Callan, M. J. (2014, February). *Getting your "just deserts" or seeing the "silver lining": When do judgments of immanent and ultimate justice for the self and others surface?* Poster presented at the meeting of the Society for Personality and Social Psychology, Austin, TX.

3.2. PhD Theses

Format:

Author, A. A. (Year). *Title of doctoral dissertation or master's thesis* (Unpublished doctoral dissertation or master's thesis). Name of Institution, Location.

Examples:

Lipkens, R. (1992). *A behaviour analysis of complex human functioning: Analogical reasoning* (Unpublished doctoral dissertation). University of Nevada, Reno, NV.

Yin, R. K. (1970). *Face recognition: A special process?* (Unpublished doctoral dissertation). Massachusetts Institute of Technology, Cambridge.

3.3. In Press

These are journal articles that are not yet published, but will be shortly. In press articles follow the same structure as published articles, but the year is replaced with the words "in press" and the volume number/page number/doi number are not listed as they have not been assigned to the article yet.

Examples:

Curran, P. G. (in press). Methods for the detection of carelessly invalid responses in survey data. *Journal of Experimental Social Psychology*.

Chou, E. Y. (in press). What's in a name? The toll e-signatures take on individual honesty. *Journal of Experimental Social Psychology*.

4. Online Sources

Avoid using unsubstantiated online references for your work where possible. Wikipedia should never be referenced. Information on websites, forums etc. is typically informal and does not follow the strict peer-review process that journal articles adhere to. It is therefore strongly recommended that you do not cite any information in your work unless it is from a scientific journal or book. Work that cites internet sources, rather than formal scientific sources, can expect to receive a low mark.

Very occasionally it might be appropriate to reference a source from the internet (e.g., a news article). If you have to cite such sources, follow the guidance below.

4.1. Websites

Websites can be a useful source of basic information. Online newspapers and news websites often have authors and publication dates and so should be cited. If the website has no date, then you can put "n.d." in the brackets instead of a date.

Format:

Author, A. A. (Year, month, day if relevant). *Title of article*. Retrieved date from path address

Examples:

Becker, L. A. (1999). *Effect size calculators*. Retrieved August 9, 2004 from
<http://web.uccs.edu/lbecker/Psy590/escalc3.htm>

Kalloniatis, M., & Luu, C. (n.d.). *Psychophysics of vision*. Retrieved on July 6, 2009 from
<http://webvision.med.utah.edu/Psych1.html>

5.1. Website with no author

If there is a website you need reference that has not got an author, this can be done with the title of the website and reference to when you accessed it and where it can be retrieved from. If the website has no date, then you can put "n.d." in the brackets instead of a date.

Examples:

Students Bemoan Lack of Feedback. (2007) Retrieved April 17, 2009, from
<http://news.bbc.co.uk/1/hi/education/6990022.stm>

Psychological Image Collection at Stirling (PICS). (2000). Retrieved July 20, 2002, from
<http://www.pics.stir.ac.uk>

5.1. Online newspaper article

Examples:

Bering, J. (2009, July 1). Pedophiles, hebephiles, and ephebophiles, oh my: Erotic age orientation.
Scientific American. Retrieved from <http://www.scientificamerican.com/>

Hilts, J. (1999, February 16). In forecasting their emotions, most people flunk out. *The New York Times*. Retrieved from <http://www.nytimes.com>

4.2. Online newspaper with no author

Newspaper articles with no author can be referenced without a name. For parenthetical citations of sources with no author named, use a shortened version of the title (using quotation marks) instead of an author's name. For example, parenthetical citations of the first source is: ("Trial in Iran," 2009).

Examples:

British embassy staff trial in Iran. (2009, July 2). *The Sun*. Retrieved from
<http://www.thesun.co.uk/sol/homepage/>

New drug appears to sharply cut risk of death from heart failure. (1993, July 15). *The Washington Post*. Retrieved from <https://www.washingtonpost.com/>

Sample Reference List (note the heading of "References):

References

- Anderson, J. E., Kay, A. C., & Fitzsimons, G. M. (2013). Finding silver linings: Meaning-making as a compensatory response to negative experiences. In K. D. Markman, T. Prolux, & M. J. Lindberg (Eds.), *The psychology of meaning* (pp. 279-296). Washington, DC: American Psychological Association.
- Bègue, L. (2002). Beliefs in justice and faith in people: Just world, religiosity and interpersonal trust. *Personality and Individual Differences, 32*, 275-382. doi:10.1016/S0191-8869(00)00224-5.
- Dalbert, C. (2009). Belief in a just world. In M. R. Leary, & R. H. Hoyle (Eds.), *Handbook of individual differences in social behavior* (pp. 288-297). New York, NY: Guilford Press.
- Feather, N. T. (1999). *Values, achievement, and justice: Studies in the psychology of deservingness*. New York, NY: Plenum.
- Hafer, C. L. (2000a). Investment in long-term goals and commitment to just means drive the need to believe in a just world. *Personality and Social Psychology Bulletin, 26*, 1059-1073. doi:10.1177/01461672002611004
- Hafer, C. L. (2000b). Do innocent victims threaten the belief in a just world? Evidence from modified Stroop task. *Journal of Personality and Social Psychology, 79*, 165-173. doi:10.1037/AW22-3514.79.2.165
- Hall, J. (2015, August 11). Heavily pregnant woman and six unaccompanied children among 86 migrants found locked inside cramped and sweltering lorry in Austria. *Mail Online*. Retrieved from <http://www.dailymail.co.uk/news>
- Harvey, A. J., & Callan, M. J. (2014, September). *Good things happen to good people and bad things happen to bad people: Expectations of deservingness*. Paper presented at the meeting of the British Psychological Society, Canterbury, UK.
- Kuppens, T., & Pollet, T. V. (in press). Gender equality probably does not affect performance at the Olympic games: A comment on Berdahl, Uhlmann, and Bai (2015). *Journal of Experimental Social Psychology*.
- Lerner, M. J. (1977). The justice motive. Some hypotheses as to its origins and forms. *Journal of Personality, 45*, 1-32. doi:10.1111/j.1467-6494.1977.tb00591.x
- Lerner, M. J. (1980). *The belief in a just world: A fundamental delusion*. New York, NY: Plenum Press.
- Lerner, M. J. (2003). The justice motive: Where social psychologists found it, how they lost it, and why they may not find it again. *Personality and Social Psychology Review, 7*, 388-399. doi:10.1207/S15327957PSPR0704_10
- Lerner, M. J., & Clayton, S. (2011). *Justice and self-interest: Two fundamental motives*. New York, NY: Cambridge University Press.
- Lerner, M. J., & Goldberg, J. H. (1999). When do decent people blame victims? The differing effects of the explicit/rational and implicit/experiential cognitive systems. In S. Chaiken, & Y. Trope (Eds.), *Dual-process theories in social psychology*. (pp. 627-640). New York, NY: The Guilford Press.
- Shkedi, I. (2006). *The relationship between emotional intelligence and coping strategies within families in Israel*. (Unpublished doctoral dissertation). Anglia Ruskin University, Cambridge.