

AMERICAN PSYCHOLOGICAL ASSOCIATION (APA) FORMAT (5th Edition)

This crib sheet is a guide to the APA style. It is not intended to replace the *Publication Manual of the American Psychological Association*, 5th edition. Only selected examples were chosen for inclusion here. For other examples see the printed Manual. When using the APA format it is important to remember that the intent of the *Publication Manual* is to assist the editorial staff of APA journals in typesetting. This crib sheet is intended for use for students writing term papers. Therefore according to APA, you may relax the APA's rules in some cases to make it more readable. Students should find out whether their instructor has rules that take precedence over those of the *Publication Manual*.

Journal Article, One Author

Simon, A. (2000). *Perceptual comparisons through the mind's eye*. *Memory & Cognition*, 23, 635-647.

Journal Article, Two Authors

Becker, M. B., & Rozek, S. J. (1995). Welcome to the energy crisis. *Journal of Social Issues*, 32, 230-343.

Magazine Article, one author

Gamer, H. J. (1997, July). Do babies have a universal song? *Psychology Today*, 102, 70-77.

Newspaper Article, No Author

Study finds free care used more. (1982, April 3). *Wall Street Journal*, pp. A1, A25.

Book, Two Authors

Strunk, W., & White, E. B. (1979). *The elements of style* (3rd ed.). New York: Macmillan.

Edited Book

Letheridge, S., & Cannon, C. R. (Eds.). (1980). *Bilingual education*. New York: Praeger.

Article or Chapter in an Edited Book, Two Editors

Sheets, B. (2006). The cost of lingering arm injuries. In B. Selig, & W. Selig (Eds.), *A compilation of long stories* (pp. 211-234). Milwaukee, WI: MB Press.

ERIC Document

Peterson, K. (2002). *Welfare-to-work programs: Strategies for success* (Report No. EDO-JC-02-04). Washington D.C.: Office of Educational Research and Improvement. (ERIC Document Reproduction Service No. ED467985)

Entry in an Encyclopedia

Imago. (2000). In *World Book Encyclopedia* (Vol. 10, p. 79). Chicago: World Book Encyclopedia.

Report from a Private Organization

Kimberly-Clark. (2002). *Kimberly-Clark (Annual Report)*. Dallas, TX: Author.

Dissertation

Olsen, G. W. (1985). Campus child care within the public supported post-secondary educational institutions in the state of Wisconsin (dare care) (Doctoral dissertation, University of Wisconsin-Madison, 1985). *Dissertations Abstracts International*, 47/03, 783.

Videotape

Mass, J. B. (Producer), & Gluck, D. H. (Director). (1979). *Deeper into hypnosis*. (Motion picture). Englewood Cliffs, NJ: Prentice Hall.

Electronic Formats

Internet Article Based on Print Source

The citation is done as if it were a paper article and then followed by a retrieval statement that identifies the date retrieved and source.

Sahelian, R. (1999, January). Aahoo! *Better Nutrition*, 61, 24. Retrieved September 17, 2001, from Academic Index.

Web Page with Private Organization as Author

Midwest League. (2003). *Pitching, individual records*. Retrieved October 1, 2003, from <http://www.midwestleague.com/indivpitching.html>

Chapter or Section in an Internet Document

Thompson, G. (2003). Youth coach handbook. In *Joe soccer*. Retrieved September 17, 2004, from <http://www.joesoccer.com/menu.html>

Web page, Government Author

<http://www.crk.umn.edu/library/links/apa5th.htm>

Wisconsin Department of Natural Resources. (2001). *Glacial habitat restoration areas*. Retrieved September 18, 2001, from <http://www.dnr.state.wi.us/org/land/wildlife/hunt/hra.htm>

Company Information from Aggregated Database

Ripon Pickle Company Inc. (company profile). (2003). Retrieved September 18, 2002, from Business and Company Resource Center.

Ingersoll-Rand Company Limited (company profile). (2004). In *Hoovers*. Retrieved April 29, 2004, from Lexis-Nexis.

Personal Communications

Personal communications may be things such as email messages, interviews, speeches, and telephone conversations.

Because the information is not retrievable they should not appear in the reference list. They should look as follows: Example: J. Burnitz (personal communication, September 20, 2000) indicated that or In a recent interview (J. Burnitz, personal communication, September 20, 2000) I learned that

Reference Citations in Text

To refer to an item in the list of references from the text, an author-date method should be used. That is, use the surname of the author (without suffixes) and the year of the publication in the text at appropriate points.

Example: Researchers have indicated that more is expected of students in higher education (Hudson, 2001) and secondary education (Taylor & Hornung, 2002).

One author

Issac (2001) indicated in his research..

In a recent study, research indicates (Isaac, 2001)

Two or more authors

When a work has two authors, always cite both names every time the reference occurs. For works with three, four, or five authors, cite all authors the first time the reference occurs. In subsequent citations, include only the last name of the first author followed by et al.

When a work has no authors

Cite in text the first few words of what appears first for the entry on the list (usually the title) and the year.

Specific parts of a source

(Yount & Molitor, 1982, p. 19)

(Cooper, 1983, chap. 4)

Works with no author

("New Student Center," 2002)

For more detailed information to illustrate the use of parenthetical citations, consult this [University of Wisconsin page](http://www.wisc.edu/writing/Handbook/DocAPACitations.html).

<http://www.wisc.edu/writing/Handbook/DocAPACitations.html>

For information on formatting a term paper using APA guidelines, consult this [page](#).

A sample [title page for term papers](#).

Some general rules for APA reference pages:

- Begin the reference list on a new page. The page begins with the word References (Reference if there is only one), centered in the top, middle of the page, using both upper and lower case. If the references take up more than one page, do not re-type the word References on sequential pages, simply continue your list.
- Use one space after all punctuation.
- The first line of the reference is flush left. Lines thereafter are indented as a group, a few spaces, to create a hanging indentation.
- Double space between citations. Single space in the citations.
- Use italics for titles of books, newspapers, magazines, and journals.
- References cited in text must appear in the reference list; conversely, each entry in the reference list must be cited in text.
- Arrange entries in alphabetical order
- Give in parentheses the year the work was published. For magazines and newspapers, give the year followed by the month and date, if any. If no date is available, write (n.d.)
- Give volume numbers for magazines, journals, and newsletters. Include the issue number for journals if and only if each issue begins on page 1.

Please forward any comments or suggestions regarding this crib sheet to [Owen Williams](#)

Prepared by Owen Williams, University of Minnesota. Crookston

REFERÊNCIAS BIBLIOGRÁFICAS

Um Autor:

Bell, J. (1997). *Como realizar um projecto de investigação*. Lisboa: Gradiva.

Barroso, J. (1995b). *Os Liceus: Organização pedagógica e administração (1836-1960)*. Lisboa: Junta Nacional de Investigação Científica e Fundação Calouste Gulbenkian. (2 volumes).

Dois Autores:

Sears, W., & Thomson, L. (1998). *The A. D. D. book*. Boston: Little, Brown & Co.

Vários Autores:

Clímaco, M.C. & Rau, M. J. (1988). A gestão no ensino primário e no ensino preparatório. In E.L. Pires et al. (Eds.). *Ensino básico em Portugal* (pp. 175- 203). Porto: Edições Asa.

Grácio, R. (1981). Perspectivas futuras. In M. Silva & M.I. Tamen (Eds.). *Sistema de ensino em Portugal* (pp. 649-697). Lisboa: Fundação Calouste Gulbenkian.

Sem Autor:

Merriam-Webster's collegiate dictionary. (10th ed.). (1993). Springfield, MA: Merriam-Webster.

Publicação Periódica:

Clímaco, M. C. (1991). Indicadores de desempenho de escola na gestão e avaliação da qualidade educativa. *Inovação*, 4, (2-3), 87-126.

Correia, J. A. (1999). Relações entre a escola e a comunidade: da lógica da exterioridade à lógica da interpelação. *Aprender*, 22, 129-134.

Grover, R. (1988, September 19). A megawatt power play. *Business Week*, 34-35.

Artigo de Jornal/Revista:

New exam for doctor of future. (1989, March 15). *The New York Times*, B-10.

Henry, W. M. (1990, April 9). Beyond the melting pot. *Time*, 135, 28-31.

WWW:

ADHD taking control through knowledge (n.d.). Retrieved June 1, 2000 from the World Wide Web: <http://www.adhdnews.com>

Midwest League. (2003). *Pitching, individual records*. Retirado a 1 de Outubro, 2003, de <http://www.midwestleague.com/indivpitching.html>

Diebolt, C. (2001). *Education, Système et régulation*. Comunicação apresentada a Journées d'études "La régulation du système éducatif". Fondation Nationale des Sciences Politiques, Paris, 26-27 mars 2001. Disponível em <http://www.u-bourgogne.fr/IREDU>

Vários Volumes:

Bergmann, P. G. (1993). Relativity. In *The new encyclopedia Britannica* (Vol. 26, pp. 501-508). Chicago: Encyclopedia Britannica.

Citações - Exemplos

- Carlos e Emílio eram opostos, não só nas personalidades mas nos recursos de inspiração para a escrita (Taylor, 1990)
- • De acordo com Irene Taylor (1990), as personalidades de Carlos....
 - Num artigo de 1989, Gould explica o maior sucesso de Darwin....
 - Alcock & Thornhill (1983) demonstram...
- • O problema foi descrito mas não demonstrado (Douglas et al., 1997).
- • Emile Bronte “expressou uma hostilidade feroz” (Taylor, 1988, p.11).
 - Isaac (2001) indicou na sua investigação...
 - Num estudo recente, a pesquisa indicou (Isaac, 2001)

(Gould, 1987, 1989)

(Bloom, 1987a, 1987b)

(Gould, 1989; Smith, 1983; Tutwiler, 1989)

NOTA: Quando um trabalho tem dois autores, citam-se ambos os nomes, sempre que a referência ocorre. Para trabalhos com três, quatro ou cinco autores, citam-se todos os autores na primeira vez em que ocorre a referência. Nas citações subsequentes, basta escrever o nome do primeiro autor, seguido de (et al.)