APA Documentation System

The APA system of documentation consists of two components:

1. **Parenthetical Citations** At the end of each passage in the text that requires documentation, insert the last name of the author followed by a comma and the year of publication, all in parentheses. **Page numbers are included only for material that has been quoted.**

   - The citation follows the last word of the passage (or the closing quotation marks) and comes before the final punctuation:

     . . . regarding the problem (Jones, 1981).
     . . . no easy solution to the problem" (Jones, 1981, p. 222).

   - If the name of the author is introduced in the text of the paper, the parenthetical citation is placed right after the name and includes only the year (and page number for a quote):

     Jones (1981) has a similar view of the problem. He believes that . . . .

   - If the author of the source is unknown, the citation consists of the title (abbreviated if necessary) and the year of publication (include page numbers for quotes only). The title of a book is italicized; the title of an article appears in quotation marks:

     . . . as previously thought (*Surprising Solution*, 1988).
     . . . as stated earlier" ("Surprising Solution," 1988, p. 8).

2. **Reference Page** At the end of the paper, a complete bibliographical entry is provided for each source. These entries are arranged alphabetically on a separate page under the heading **References.** This page should be double-spaced throughout and use reverse indentation (see the examples below taken from *The Purdue OWL*).

Examples of Online Reference Entries

Individual Webpage with an author and a date of publication

   Format:
Last name, F. M. (Year, Month Date). *Title of page*. Website name. URL

   Example:
Price, D. (2018, March 23). *Laziness does not exist*. Medium. https://humanparts.medium.com/laziness-

   does-not-exist-3af27e312d01

Individual Webpage with a group or organization as the author
   ➢ If the group author and website names are the same, the website name can be deleted from the citation.

   Format:
Group name. (Year, Month Date). *Title of page*. Website name (if different from the group name). URL

Example:

American Society for the Prevention of Cruelty to Animals. (2019, November 21). *Justice served: Case*

   closed for over 40 dogfighting victims. https://www.aspca.org/news/justice-served-case-closed-

   over dogfighting-victims

Individual Webpage with no author or date of publication listed
➢ If the **date** of publication is **not listed**, use the abbreviation **(n.d.).**
➢ **Retrieval dates** are included when the page's content will probably **change over time**.
   When in doubt, include the retrieval date or ask your instructor.

   Format:
Title of page. (n.d.). Site name. Retrieved Month Date, Year, from URL

   Example:
Tuscan white bean pasta. (n.d.). Budgetbytes. Retrieved March 18, 2020,

   from https://www.budgetbytes.com/tuscan-white-bean-pasta/

Article from an Online Journal with DOI

   Format:
Last name, F. M., & Last name, F. M. (Year). Title of article. *Title of Periodical*, *Vol*. (Issue),

   page numbers. DOI

   Example (source has three authors):
Drollinger, T., Comer, L. B., & 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

Article from an Online Journal with no DOI
➢ If an online scholarly journal article has no DOI and is published on a website, include
   the URL.

   Example (source has three authors):
Denny, H., Nordlof, J., & Salem, L. (2018). Understanding the needs and expectations of

   working-class students in writing centers. *Writing Center Journal, 37*(1), 67–98.

   https://www.jstor.org/stable/26537363

➢ If an online scholarly article has no DOI and is published on a database, **do not include a
   URL or any database information**. The only exception is for databases that publish
   articles in limited circulation (like ERIC) or that are only available on that particular
   database (like UpToDate).
➢ Retrieval dates are required for unarchived sources that are likely, or intended, to change
   over time. When in doubt, include the retrieval date or ask your instructor.