



APA Citation Method for ERLACS

www.erylacs.org

The Editorial Board have chosen the APA-citation method (in-text and list of References) for all articles in ERLACS from October 2014.

ERLACS articles published online will have a DOI (Digital Object Identifier).

Authors submitting articles to ERLACS must list the DOI's available for entries used in their references lists.

USE THE ONLINE FORM at <http://www.crossref.org/SimpleTextQuery> to retrieve as many Digital Object Identifiers (DOIs) as possible for the journal articles, books, and chapters used in your article. This is now easily available at CrossRef, and required by ERLACS.

The following APA-citation guidelines have been taken from:

<http://www.library.cornell.edu/resrch/citmanage/apa>

<https://owl.english.purdue.edu/owl/resource/560/6/>

<http://aus.libguides.com/apa/apa-no-author-date>

For more detailed information on APA citation style such as information on articles in press, journal special issues and supplements, translations, et cetera, see the [Publication Manual of the American Psychological Association](#) and the [APA Style Guide to Electronic References](#).

Other citation guides and useful Web sites:

American Psychological Association's [Web site](#)

Purdue University Online Writing Lab's [APA Formatting and Style Guide](#)

Diana Hacker's [Research and Documentation Online](#)

Landmark's [Son of Citation Machine](#)

Reference Citations in Text

In APA style, in-text citations are placed within sentences and paragraphs so that it is clear what information is being quoted or paraphrased and whose information is being cited.

Works by a single author

- The last name of the author and the year of publication are inserted in the text at the appropriate point.

from theory on bounded rationality (Simon, 1945)

- If the name of the author or the date appear as part of the narrative, cite only missing information in parentheses.

Simon (1945) posited that

Works by multiple authors

- When a work has two authors, always cite both names every time the reference occurs in the text. In parenthetical material join the names with an ampersand (&).

as has been shown (Leiter & Maslach, 1998)

- In the narrative text, join the names with the word "and."

as Leiter and Maslach (1998) demonstrated

- When a work has three, four, or five authors, cite all authors the first time the reference occurs.

Kahneman, Knetsch, and Thaler (1991) found

- In all subsequent citations per paragraph, include only the surname of the first author followed by "et al." (Latin for "and others") and the year of publication. Please note: et al. is not italicized.

Kahneman et al. (1991) found

Works by associations, corporations, government agencies, etc.

- The names of groups that serve as authors (corporate authors) are usually written out each time they appear in a text reference.

(National Institute of Mental Health [NIMH], 2007)

When appropriate, the names of some corporate authors are spelled out in the first reference and abbreviated in all subsequent citations. The general rule for abbreviating in this manner is to supply enough information in the text citation for a reader to locate its source in the Reference List without difficulty.

(NIMH, 2007)

Works with no author

When a work has no author, use the first two or three words of the work's title (omitting any initial articles) as your text reference, capitalizing each word. Place the title in quotation marks if it refers to an article, chapter of a book, or Web page. Italicize the title if it refers to a book, periodical, brochure, or report.

on climate change ("Climate and Weather," 1997)

Guide to Agricultural Meteorological Practices (1981)

- Anonymous authors should be listed as such followed by a comma and the date.

on climate change (Anonymous, 2008)

Specific parts of a source

- To cite a specific part of a source (always necessary for quotations), include the page, chapter, etc. (with appropriate abbreviations) in the in-text citation.

(Stigter & Das, 1981, p. 96)

De Waal (1996) overstated the case when he asserted that "we seem to be reaching ... from the hands of philosophers" (p. 218).

- If page numbers are not included in electronic sources (such as Web-based journals), provide the paragraph number preceded by the abbreviation "para." or the heading and following paragraph.

(Mönnich & Spiering, 2008, para. 9)

Format APA Citation style, reference list (basic form)

Articles in Periodicals:

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical*, volume number(issue number), pages. <http://doi.org/xx.xxx/yyyy>.

Article or Chapter in an Edited Book:

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

Note on Location or Place of publication: Give the city and state or country if the city is not well known for publishing or is ambiguous. If two or more publisher locations are listed, give the first or the home office location if known.

References cited in the text of a research paper must appear in a Reference List or bibliography. This list provides the information necessary to identify and retrieve each source.

- Order: Entries should be arranged in alphabetical order by authors' last names. Sources without authors are arranged alphabetically by title within the same list.
- Authors: Write out the last name and initials for all authors of a particular work. Use an ampersand (&) instead of the word "and" when listing multiple authors of a single work. e.g. Smith, J. D., & Jones, M.
- Titles: Capitalize only the first word of a title or subtitle, and any proper names that are part of a title.
- Pagination: Use the abbreviation p. or pp. to designate page numbers of articles from periodicals that do not use volume numbers, especially newspapers. These abbreviations are also used to designate pages in encyclopedia articles and chapters from edited books.
- Indentation: The first line of the entry is flush with the left margin, and all subsequent lines are indented to form a "hanging indent". [In MSWord: CTRL+t]
- Underlining vs. Italics: It is appropriate to use italics instead of underlining for titles of books and journals.

For works accessed online

- Internet Address: A stable Internet address should be included and should direct the reader as close as possible to the actual work. If the work has a *digital object identifier* (DOI), use this. If there is no DOI or similar handle, use a stable URL. If the URL is not stable, as is often the case with online newspapers and some subscription-based databases, use the home page of the site you retrieved the work from.

[USE THE ONLINE FORM at <http://www.crossref.org/SimpleTextQuery> to retrieve as many Digital Object Identifiers (DOIs) as possible for the journal articles, books, and chapters used in your article for ERLACS. This is now easily available at CrossRef, and required by ERLACS.]

Articles in journals, magazines, and newspapers

References to periodical articles must include the following elements: author(s), date of publication, article title, journal title, volume number, issue number (if applicable), and page numbers.

Basic format:

Author, A. A. (Year, Month Day). Title of article. *Title of Newspaper*. Retrieved from <http://www.someaddress.com/full/url/>.

Parker-Pope, T. (2008, May 6). Psychiatry handbook linked to drug industry. *The New York Times*. Retrieved from <http://well.blogs.nytimes.com>.

- Journal article, one author, accessed online

Ku, G. (2008). Learning to de-escalate: The effects of regret in escalation of commitment. *Organizational Behavior and Human Decision Processes*, 105(2), 221-232. doi:10.1016/j.obhdp.2007.08.002.

- Journal article, two authors, accessed online

Sanchez, D., & King-Toler, E. (2007). Addressing disparities consultation and outreach strategies for university settings. *Consulting Psychology Journal: Practice and Research*, 59(4), 286-295. doi:10.1037/1065-9293.59.4.286.

- Journal article, more than two authors, accessed online

Van Vugt, M., Hogan, R., & Kaiser, R. B. (2008). Leadership, followership, and evolution: Some lessons from the past. *American Psychologist*, 63(3), 182-196. doi:10.1037/0003-066X.63.3.182.

- Article from an Internet-only journal

Hirtle, P. B. (2008, July-August). Copyright renewal, copyright restoration, and the difficulty of determining copyright status. *D-Lib Magazine*, 14(7/8). doi:10.1045/july2008-hirtle.

- Journal article from a subscription database (no DOI)

Colvin, G. (2008, July 21). Information worth billions. *Fortune*, 158(2), 73-79. Retrieved from Business Source Complete, EBSCO. Retrieved from <http://search.ebscohost.com>.

- Magazine article, in print

Kluger, J. (2008, January 28). Why we love. *Time*, 171(4), 54-60.

- Newspaper article, no author, in print

As prices surge, Thailand pitches OPEC-style rice cartel. (2008, May 5). *The Wall Street Journal*, p. A9.

- Nonperiodical Web Document, Web Page, or Report (basic format)

Author, A. A., & Author, B. B. (Date of publication). *Title of document*. Retrieved from <http://Web address>

<http://aus.libguides.com/apa/apa-no-author-date>

APA 6th Edition Citation Style

No Author / No Date

Newspaper article (from the newspaper's website) with *no author*

Proper Bibliographic Reference Format:

- If there is no author, the article title comes first.
- For titles of newspapers, use italics and "headline" style capitalization.
- Use the URL of the homepage of the newspaper to avoid non-working URLs.
- **IT IS NO LONGER NECESSARY TO INCLUDE THE DATE OF RETRIEVAL.**

Barcelona to ban burqa in municipal buildings. (2010, June 14). Retrieved from <http://gulfnews.com>

In-Text Citations:

- Citations are placed in the context of discussion using the author's last name and date of publication.
- When a work has no identified author, cite in text the first few words of the article title using double quotation marks, "headline- style" capitalization, and the year.

("Barcelona to Ban Burqa," 2010)

- Alternatively, you can integrate the citation into the sentence by means of narrative.
- There must be a total match between the reference list and the parenthetical citation, so the article title must stand in place of an author's name in the essay.

"Barcelona to Ban Burqa" (2010) contends that the move is aimed at all dress that impedes identification.

Website with *no author and no date*

Proper Bibliographic Reference Format:

- If there is no author, the article title comes first.
- If there is no date, use the abbreviation n.d.
- **IT IS NO LONGER NECESSARY TO INCLUDE THE DATE OF RETRIEVAL.**
- United Arab Emirates architecture. (n.d.). Retrieved from <http://www.uaeinteract.com/>

In-Text Citations:

- Citations are placed in the context of discussion using the author's last name and date of publication.
- When a work has no identified author, cite in text the first few words of the article title using double quotation marks, "headline-style" capitalization, and the year.

("United Arab Emirates Architecture," n.d.)

- Alternatively, you can integrate the citation into the sentence by means of narrative.
- There must be a total match between the reference list and the parenthetical citation, so the article title must stand in place of an author's name in the essay.

"United Arab Emirates Architecture" (n.d.) describes building materials used in early settlements.

Journal or magazine article (from library database or online) with no author

Proper Bibliographic Reference Format:

- If there is no author, the article title comes first.
- For titles of journals or magazines, use italics and "headline" style capitalization.
- Use the URL of the homepage of the journal or magazine to avoid non-working URLs
- **IT IS NO LONGER NECESSARY TO INCLUDE THE DATE OF RETRIEVAL.**

Famine relief: Just a simple matter of supplying food? (2002). *Nutrition Noteworthy*, 5(1). Retrieved from http://escholarship.org/uc/uclabiolchem_nutritionnoteworthy

In-Text Citations:

- Citations are placed in the context of discussion using the author's last name and date of publication.
- When a work has no identified author, cite in text the first few words of the article title using double quotation marks, "headline" style capitalization, and the year.

("Famine Relief", 2002)

- Alternatively, you can integrate the citation into the sentence by means of narrative.
- There must be a total match between the reference list and the parenthetical citation, so the article title must stand in place of an author's name in the essay.

"Famine Relief" (2002) examines the causes of poverty and famine in Africa.

Works With an Anonymous Author

When a work's author is designated as "Anonymous," cite in text the word Anonymous followed by a comma and the date:

(Anonymous, 2010)

In the reference list, an anonymous work is alphabetized by the word Anonymous

Anonymous. (2010). Food safety shake-up needed in the USA. *The Lancet*, 375(9732), 2122. Retrieved from <http://www.thelancet.com>

<http://www.library.cornell.edu/resrch/citmanage/apa>

Books

References to an entire book must include the following elements: author(s) or editor(s), date of publication, title, place of publication, and the name of the publisher.

- No Author or editor, in print

Merriam-Webster's collegiate dictionary (11th ed.). (2003). Springfield, MA: Merriam-Webster.

- One author, in print

Kidder, T. (1981). *The soul of a new machine*. Boston, MA: Little, Brown & Company.

- Two authors, in print

Frank, R. H., & Bernanke, B. (2007). *Principles of macro-economics* (3rd ed.). Boston, MA: McGraw-Hill/Irwin.

- Edited book

Gibbs, J. T., & Huang, L. N. (Eds.) (2001). *Children of color: Psychological interventions with culturally diverse youth*. San Francisco, CA: Jossey-Bass.

Dissertations

References for dissertations should include the following elements: author, date of publication, title, and institution (if you accessed the manuscript copy from the university collections). If there is a UMI number or a database accession number, include it at the end of the citation.

- Dissertation, accessed online

Young, R. F. (2007). *Crossing boundaries in urban ecology: Pathways to sustainable cities* (Doctoral dissertation). Available from ProQuest Dissertations & Theses database. (UMI No. 327681).

Essays or chapters in edited books

References to an essay or chapter in an edited book must include the following elements: essay or chapter authors, date of publication, essay or chapter title, book editor(s), book title, essay or chapter page numbers, place of publication, and the name of the publisher.

- One author

Labajo, J. (2003). Body and voice: The construction of gender in flamenco. In T. Magrini (Ed.), *Music and*

gender: perspectives from the Mediterranean (pp. 67-86). Chicago, IL: University of Chicago Press.

- Two editors

Hammond, K. R., & Adelman, L. (1986). Science, values, and human judgment. In H. R. Arkes & K. R. Hammond (Eds.), *Judgement and decision making: An interdisciplinary reader* (pp. 127-143). Cambridge, England: Cambridge University Press.

Research reports and papers

References to a report must include the following elements: author(s), date of publication, title, place of publication, and name of publisher. If the issuing organization assigned a number (e.g., report number, contract number, or monograph number) to the report, give that number in parentheses immediately after the title. If it was accessed online, include the URL.

- Government report, accessed online

U.S. Department of Health and Human Services. (2005). *Medicaid drug price comparisons: Average manufacturer price to published prices* (OIG publication No. OEI-05-05- 00240). Washington, DC: Author. Retrieved from <http://www.oig.hhs.gov/oei/reports/oei-05-05-00240.pdf>.

- Government reports, GPO publisher, accessed online

Congressional Budget Office. (2008). *Effects of gasoline prices on driving behavior and vehicle markets: A CBO study* (CBO Publication No. 2883). Washington, DC: U.S. Government Printing Office. Retrieved from <http://www.cbo.gov/ftpdocs/88xx/doc8893/01-14-GasolinePrices.pdf>

- Technical and/or research reports, accessed online

Deming, D., & Dynarski, S. (2008). *The lengthening of childhood* (NBER Working Paper 14124). Cambridge, MA: National Bureau of Economic Research. Retrieved July 21, 2008, from <http://www.nber.org/papers/w14124>.

- Document available on university program or department site

Victor, N. M. (2008). *Gazprom: Gas giant under strain*. Retrieved from Stanford University, Program on Energy and Sustainable Development Web site: http://pesd.stanford.edu/publications/gazprom_gas_giant_under_strain/.

Audio-visual media

References to audio-visual media must include the following elements: name and function of the primary contributors (e.g., producer, director), date, title, the medium in brackets, location or place of production, and name of the distributor. If the medium is indicated as part of the retrieval ID, brackets are not needed.

- Videocassette/DVD

Achbar, M. (Director/Producer), Abbott, J. (Director), Bakan, J. (Writer), & Simpson, B. (Producer) (2004). *The corporation* [DVD]. Canada: Big Picture Media Corporation.

- Audio recording

Nhat Hanh, T. (Speaker). (1998). *Mindful living: a collection of teachings on love, mindfulness, and meditation* [Cassette Recording]. Boulder, CO: Sounds True Audio.

- Motion picture

Gilbert, B. (Producer), & Higgins, C. (Screenwriter/Director). (1980). *Nine to five* [Motion Picture]. United States: Twentieth Century Fox.

- Television broadcast

Anderson, R., & Morgan, C. (Producers). (2008, June 20). *60 Minutes* [Television broadcast]. Washington, DC: CBS News.

- Music recording

Jackson, M. (1982). Beat it. On *Thriller* [CD]. New York, NY: Sony Music.

- Data set from a database

Bloomberg L.P. (2008). *Return on capital for Hewitt Packard 12/31/90 to 09/30/08*. Retrieved Dec. 3, 2008, from Bloomberg database.

Central Statistics Office of the Republic of Botswana. (2008). *Gross domestic product per capita 06/01/1994 to 06/01/2008* [statistics]. Available from CEIC Data database.

Kathleen, updated 20 June 2016