

Tarrant County College Libraries

## HOW TO DOCUMENT SOURCES IN APA STYLE, 7th ed.

This guide helps you cite frequently used sources in the American Psychological Association (APA) citation style. For source types not included here, please consult the [APA Style Blog](#) or the APA Publication Manual, 7th edition. **The instructor for your class is the final authority on how to format your reference list.**

### PREPARING THE REFERENCE LIST

The reference list provides the information a reader needs to find and retrieve any source cited in the body of your paper. It is located at the end of your paper and begins on a new page separate from the text of the paper under the label **References** (in bold) centered at the top of the page.

Double-space all reference citations. Indent all lines after the first line of each citation. Alphabetize your reference list by the authors' last names. If you have more than one work by the same author, arrange them by publication date, oldest to newest. If no author is given for a particular source, alphabetize by the "first significant word" of the title of the work.

### BASIC RULES

#### Example (Book)

Klein-Collins, R. (2018). *Never too late: The adult student's guide to college*.  
The New Press.

- **Author:** Begin with the last name of the author, followed by a comma, then first and middle initials (if any). Leave a space between the first and middle initials. *Examples:* Klein-Collins, R. (no middle name) or Clark, L. A. When listing multiple authors, separate the names of authors with commas and use "&" instead of "and" before the last author.  
*Example:* Calfee, R. C., & Valencia, R. R.
- **Date:** Enclose the publication date in parentheses. Close with a period. *Example:* (2018).
- **Title:** Italicize the title. For a book, capitalize only the first words of the title and subtitle (if any) and proper nouns. Close with a period. *Example:* *Never too late: The adult student's guide to college*. For a magazine, journal, or newspaper, capitalize all major words in the title. *Examples:* *U.S. News & World Report*; *Journal of Personality and Social Psychology*; *The Washington Post*.
- **Publisher (for books):** Use the full name of the publisher, but omit Co., Inc., Publishers and other words not required to identify the publisher. Retain Books and Press if part of the publisher name. *Example:* The New Press.
- **DOI or URL:** If you read the book online, you may need to add a Digital Object Identifier (DOI) or URL. Use the DOI if one is available. Use the URL if there is no DOI. Do not put a period after a DOI or URL.

## BOOKS

### General Format

Author, A. A. (year of publication). *Book title*. Publisher. DOI or URL

#### One Author

Jackson, L. M. (2020). *The psychology of prejudice: From attitudes to social action* (2nd ed.). American Psychological Association.

<https://doi.org/10.1037/0000168-000>

#### One Editor or Compiler as Only Author

Constantakis, S. (Ed.). (2016). *World of forensic science* (2nd ed.). Gale Cengage Learning.

#### Two Authors

Faulkner, S. L., & Squillante, S. (2016). *Writing the personal: Getting your stories onto the page*. Sense.

#### Three to Twenty Authors

If a book has three to twenty authors, list all authors' names.

Hewson, C., Vogel, C. M., & Laurent, D. (2016). *Internet research methods* (2nd ed.). SAGE.

#### More Than Twenty Authors

If a book has 21 or more authors, list the first 19 authors, then insert an ellipsis and add the last author's name. The author section of the citation would look like this:

Author, A. A., Author, B. B., Author, C. C., Author, D. D., Author, E. E., Author F. F.,  
Author, G. G., Author, H. H., Author, I. I., Author, J. J., Author, K. K., Author, L.  
L., Author, M. M., Author, N. N., Author, O. O., Author, P. P., Author, Q. Q.,  
Author, R. R., Author, S. S., . . . Author, Z. Z.

## **Two or More Editors**

Butterfield, A., & Ngondi, G. E. (Eds.). (2016). *A dictionary of computer science* (7th ed.). Oxford University Press.

## **No Author or Editor**

If a book has no author or editor, place the title first and publication year after the title.

*Webster's Spanish-English dictionary for students*. (2010). Federal Street Press.

## **Author and Editor Credited on Book Cover**

Twain, M. (2014). *Mark Twain on potholes and politics: Letters to the editor*. (G. Scharnhorst, Ed.). University of Missouri.

## **Edition Other Than the First**

Place the edition information in parentheses after the title of the book. For numbered editions, use the abbreviation for the ordinal number that applies (1st, 2nd, 3rd, etc.), then add “ed.” Do not use a superscript font, e.g., 3<sup>rd</sup>. For a revised edition, use the abbreviations “Rev. ed.”

Hewson, C., Vogel, C. M., & Laurent, D. (2016). *Internet research methods* (2nd ed.). SAGE.

Spangenburg, R., Moser, D., & Otfinoski, S. (2012). *African Americans in science, math, and invention* (Rev. ed.). Facts on File.

## **Chapter From a Book / Items in an Anthology**

Include chapter author, date of publication, chapter title, book editor(s), book title, chapter page numbers, place of publication, and the name of the publisher.

Baron-Cohen, S. (2015). Radical behaviorism. In J. Brockman (Ed.), *This idea must die* (pp. 204-207). Harper Perennial.

## **Encyclopedia Article**

Edwards Aquifer. (2011). In A. E. Gates & R. P. Blauvelt (Eds.), *Encyclopedia of Pollution* (Vol. 1, pp. 203-206). Facts on File.

## **Group or Corporate Author (Author is Same as Publisher)**

American Diabetes Association. (2015). *The diabetes dictionary: What every person with diabetes needs to know*. Author.

## **PERIODICALS (Magazines, Journals, and Newspapers)**

### **General Format**

Author, A. A. (date of publication). Title of article. *Title of Periodical, volume number(issue)*, pages. DOI

- **Date of publication:** Enclose the date of publication in parentheses. Include only the year of publication for journals. *Example:* (2016). Give the year followed by the exact date of publication (month OR month and date) for magazines, newsletters, and newspapers. *Examples:* (2016, June); (2016, June 28).
- **Title of article:** Capitalize only the first word of the title and subtitle (if any) and proper nouns. Do not italicize or place quotation marks around it. *Example:* The lonesome death of Mikhail Lesin.
- **Title of periodical:** Italicize the title of the periodical. Capitalize the major words in the title. *Example:* *Psychology Today; American Journal of Occupational Therapy*.
- **Volume number:** Give the volume number of journals, magazines, and newsletters. Italicize the volume number. Do not use “Vol.” before the number.
- **Issue number:** Enclose the issue number in parentheses directly after the volume number with no space between the volume and the parentheses. The issue number is not italicized. Some periodicals do not have issue numbers.
- **Pages:** Give the page numbers for the entire article rather than just the first page. For articles on consecutive pages, provide the range of pages at the end of the citation. *Example:* 204-232. When an article appears on discontinuous pages, give all page numbers. *Example:* 13-19, 22.
- **DOI:** If the article has a DOI, include it. Do not close with a period. If the article does not have a DOI and comes from a library database, do NOT include a URL. The DOI is universal and is the same for all readers; a database URL will only lead TCC students and faculty to the right article.

### **Magazine Article**

Grossman, L. (2016, March 28). Inside Apple’s code war. *Time*, 187(11), 42-49.

### **Magazine Article (No Author Listed)**

If no author is listed, begin with the title of the article. Put the date of publication after the title of the article.

A brief history of the future. (2020, March/April). *MIT Technology Review*, 123(2),

88.

### **Journal Article**

Volkow, N. D. (2020). Stigma and the toll of addiction. *New England Journal of Medicine*, 382,

1289-1290. <https://www.nejm.org/doi/10.1056/NEJMp1917360>

Struckmeyer, L. R., & Pickens, N. D. (2016). Home modifications for people with

Alzheimer's disease: A scoping review. *American Journal of Occupational*

*Therapy*, 70(1), 1-9. <https://doi.org/10.5014/ajot.2015.016089>

### **Newspaper Article**

If an article is not on consecutive pages, include all page numbers separated with a comma.

Hampson, R. (2016, May 23). Baby boomers reclaim the political stage. *USA Today*,

1A-2A.

Ortiz, J. L. (2016, May 23). Lester's 2014 decision pays off twice: Cubs get star, but

Giants adjust well. *USA Today*, 1C, 5C.

## WEBSITES (Not From a TCC Database)

### Websites (Not From a TCC Database)

Author, A. A. (date of publication). *Title of article*. Title of Source. DOI or

URL

Because the Internet is constantly changing, provide as much identifying information as possible. The APA *Publication Manual* recommends including as many of the same elements of a print source as possible. For some websites, you may only have a title and an address or DOI to cite.

- **Author(s):** Begin with the last name and initials of the author(s) if available. If not available, begin with the title of the specific *webpage*.
- **Date of publication:** If a date is available, enclose it in parentheses. Express the date as a year, a year and a month, or a year, month, and date depending on the information available from the website. *Examples:* (2016); (2016, May); (2016, May 13).
- **Title of work:** Capitalize the first words of the title and subtitle of the page and all proper nouns. *Example:* *Beyond worry: How psychologists help with anxiety disorders*.
- **Title of source:** Capitalize the name of the website where the webpage is published. *Example:* American Psychological Association.
- **Retrieval Information:** Include the URL of a website or the DOI of the article. Avoid dividing the URL at the end of a line. If absolutely necessary, divide it after a slash (/) or before a period. *Example:* <https://www.apa.org/helpcenter/anxiety>
- **DOI:** Provide the DOI (digital object identifier) if one has been assigned by the publisher. When the DOI is provided, no further retrieval information is needed to identify or locate the article. Include the alphanumeric string for the DOI exactly as published in the article.

### U. S. Government Agency Publication

Use the most specific agency as the author. The names of the parent agencies in the document appear in the source element as the publisher.

National Toxicology Program. (2016). *Report on carcinogens* (14th ed.) (NIH

Publication No. 17-5942). U.S. Department of Health and Human Services,

Public Health Service. <https://ntp.niehs.nih.gov/go/roc14>

### Website Pages That Change Over Time

Use (n.d.) when the date the page was last updated is missing. When the page is meant to change over time without being archived, include a retrieval date in the reference.

Bureau of Consular Affairs. (n.d.). *Travel advisories*. U.S. Department of State. Retrieved April 7, 2020, from <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/>

## Visual Images, Artwork, and Photographs

### General Format

Creator, A. A. (date). Title of work [Format]. Name of Museum, Location. URL

Lange, D. (1933). *White angel breadline* [Photograph]. Smithsonian American Art Museum, Washington, D.C., United States. <https://americanart.si.edu/artwork/white-angel-breadline-116694>

## FILM AND TELEVISION

Formats vary. Consult the APA Style Blog for additional examples.

### Movie or DVD

Only the first word of the movie would be capitalized unless, as in this case, it is a proper noun.

Coogler, R. (Director). (2018). *Black Panther* [Film]. Marvel Studios.

### Radio or Television Program (Single Episode)

Schmidt Hissrich, L., Sapkowski, A., Hall, H. (Writers), & Sakharov, A. (Director). (2019, December 20). The end's beginning. (Season 1, Episode 1) [TV series episode]. In T. Baginski, J. F. Brown, S. Daniel, S. Emanuel, A. Sakharov, J. Sawko, & P. Sikora (Executive Producers), *The Witcher*. Netflix; Pioneer Stillking Films; Platige Image; Sean Daniel Company.

## REFERENCES IN TEXT

Briefly refer to your sources in the text of your paper to enable readers to match the source to the information and to locate the complete entry in the reference list. Always provide the author's last name and the date of publication, enclosed in parentheses. **Example:** (Smith, 2016)

### **Direct Quotation**

Place the author's name, year, and the page number in parentheses after the quotation or introduce the quotation with the author's last name and year of publication in parentheses. Always give page numbers for direct quotations at the end of the quotation and use the "p." or "pp." abbreviations.

Karen Carson's *Innocence* drawings are "based on a narrative trope that we may best imagine in Disney animation" (Hickey, 2016, p. 109).

**OR**

Hickey (2016) contends that Karen Carson's *Innocence* drawings are "based on a narrative trope that we may best imagine in Disney animation" (p. 109).

### **Summary or Paraphrase**

Include the author's last name and the year either at the beginning of a summary (or a paraphrase) or in parentheses following it. Page numbers are not required when summarizing or paraphrasing, but may be included to help readers locate the passage in a long work.

When looking at applicant experience, Rivera (2015) concluded that resume screeners placed higher value on previous work experience which came from a corporate or office-based environment (pp. 107-109).

**OR**

Resume screeners are more likely to advance applicants with previous corporate work experience above those with other types of job experience (Rivera, 2015, pp. 107-109).

### **Two Authors**

Name both authors each time you cite a work with two authors. Use "and" between authors' names in the text. Use "&" in the parentheses.

Lewis and Leitch (2015) state that research in dopamine response levels has led to the idea that overeating may be as potentially addictive as drug use and gambling.

**OR**

Research in dopamine response levels indicates that overeating may be as potentially addictive as drug use and gambling (Lewis & Leitch, 2015).

### **Three or More Authors**

Include the name of only the first author plus et al.

Kalra et al. (2019) concluded that patients with type 2 diabetes need increased monitoring for thyroid dysfunction and patients with thyroid dysfunction should be screened regularly for glycemic control.

### **OR**

Type 2 diabetes and thyroid dysfunction coexistence have significant clinical implications (Kalra et al., 2019).

### **No Author or Date Listed**

When there is no author listed, include the title of the document in a signal phrase or give the first word or two of the title in parentheses. Use n. d. to indicate no date was given.

The body's basal metabolic rate, or BMR, is a measure of the energy needed to maintain respiration, temperature, and digestion ("BMR," n.d.).

Adapted (2009) from Honolulu Community College Library APA Handout  
Updated August 2020 by the Tarrant County College T&L Committee