

APA 7

Quick Reference Guide

This is meant as a quick guide. APA style is an art, not a science! Sometimes you need to make a judgement call about where your resource fits best. You can find more information in your APA Manual, the AOEU Library Services page (<https://theartofeducation.edu/documents/library-services/>), or the APA Style website <https://apastyle.apa.org/>.

IN-TEXT CITATION

Parenthetical citation: The authors of this sentence are cited in the parenthetical citation (Author & Author, year).

Narrative citation: Author and Author (year) are the authors of this idea.

Typically only last names are used in either style of in-text citations. Parenthetical citation uses '&', while narrative citation uses 'and'.

WEBSITE

Invert names so that the last name comes first, followed by a comma and the initials. Leave a space between initials. Retain the order of authors' names. If there is no person as an author, list the organization.

Place the year, followed by a comma, and then the month and day in parentheses. Use as much information as you can find -- if there is no month or date just use the year. If you cannot find the year, use the notation n.d. to indicate there is no date. End with a period.

Capitalize only the first letter of the first word. For a two-part title, capitalize the first word of the second part of the title. Also capitalize proper nouns. Italicize the webpage title.

Insert the site name, if available. Use capitalization rules for proper nouns. When the author and the site name are the same, omit the site name from the source element.

Author, A. A., & Author, B. B. (Year of publication, Month day). *Title of document*. Site name.

<http://webaddress.com/url>

Insert the URL of the website. Do not put a period after the URL.

VIDEO

The person or the group who uploaded the video is credited as the author for retrievability, even if they did not create the work.

If the username is different from the author (ie. Johanna Russell's YouTube channel username is Art with Miss Russ), put it in square brackets.

Place the year, followed by a comma, and then the month and day in parentheses. Use as much information as you can find -- if there is no month or date just use the year. If you cannot find the year, use the notation n.d. to indicate there is no date. End with a period.

Place the title of the video in italics. Capitalize only the first letter of the first word. For a two-part title, capitalize the first word of the second part of the title. Also capitalize proper nouns. Follow with the notation "Video" in square brackets and end with a period.

Author, A. A., & Author, B. B. [Username].(Year of publication, Month day). *Title of the video* [Video]. Site name.

<http://webaddress.com/url>

Insert the URL of the website. Do not put a period after the URL. If there is not a URL, don't include one.

List the site name, followed by a period, for example, YouTube or Wistia.

BOOK

Invert names so that the last name comes first, followed by a comma and the initials. Leave a space between initials. Retain the order of authors' names.

Place the copyright year in parentheses. End with a period.

Capitalize only the first letter of the first word. For a two-part title, capitalize the first word of the second part of the title. Also capitalize proper nouns. Italicize the title. End with a period.

Include the name of the publisher, followed by a period. Do not include the publisher location. Are there multiple publishers? If so, separate them with a semicolon.

Author, A. A., & Author, B. B. (Copyright Year). *Title of the book* (7th ed.). Publisher. DOI or URL

Does the book have an edition or volume number? If so, include the number in parentheses after the title but before the period. If both, show edition first and volume second, separated by a comma. Do not put a period between the title and the parenthetical information.

Does the book have a DOI? Include a DOI if available. Do not include a URL or database information for works from academic research databases. Include a URL for ebooks from other websites. Do not put a period after the DOI or URL.

JOURNAL ARTICLE

Invert names so that the last name comes first, followed by a comma and the initials. Leave a space between initials. Retain the order of authors' names.

Place the year in parentheses. End with a period.

Capitalize only the first letter of the first word. For a two-part title, capitalize the first word of the second part of the title. Also capitalize proper nouns. Do not italicize. End with a period.

Capitalize all major words in the periodical name. Follow with a comma. Italicize the periodical name (but not the comma after).

Italicize the volume number. Do not put a space between the volume number and the parentheses around the issue number.

Include the article page range. Use an en dash; do not put spaces around the en dash. End with a period.

Author, A. A., & Author, B. B. (Year). Title of the article. *Name of the Periodical*, volume(issue), #-#. <https://doi.org/xxxx>

Do not italicize the issue number or parentheses. Follow the parentheses with a comma. No issue number? That's okay. Follow the volume number with a comma.

Does the article have a DOI? Include a DOI for all works that have one. Do not put a period after the DOI. Do not use an EBSCOhost URL.

ARTWORK OR PHOTOGRAPHY FOUND ONLINE

Invert names so that the last name comes first, followed by a comma and the initials. Leave a space between initials.

Use as much information as you can find -- if there is no month or date just use the year. If you cannot find the year, use the notation n.d. to indicate there is no date. End with a period.

In square brackets include a description of the media.

Alternatively, list the title/publisher of the website. Use what information you have and omit if the information is missing.

Author, A. A. (Date). *Title of the artwork* [Description of media or format]. Museum or gallery name, City, State, Country.

<http://webaddress.com/url>

Insert the URL of the website. Do not put a period after the URL.

Place the title of the artwork in italics. Capitalize only the first letter of the first word. For a two-part title, capitalize the first word of the second part of the title. Also, capitalize proper nouns. For untitled art, include a description on square brackets in place of a title.

PODCAST EPISODE

List the host(s) of the podcast episode as the author. Alternatively, provide the executive producers, if known. In either case, include their role in parentheses.

Provide the specific date on which the podcast episode first aired, if available.

Provide the episode number after the episode title in parentheses. If the podcast does not number episodes, omit the episode number from the reference. Do not italicize the episode title or the episode number.

Specify the type of podcast episode in square brackets, for example: [Audio podcast episode], [Video podcast episode].

Arthur, A. [Host]. (Year/Month day). Episode title (no. 1) [Audio Podcast Episode]. In *Title of podcast.*

Name of organization. <http://webaddress.url>

In general, end the reference with the URL of the episode. If the URL of the podcast episode is unknown (e.g., if accessed via an app), omit the URL from the reference.

Write the word "In" and then the title of the podcast in italics.

More information on reference variations not shown here (e.g., in-press articles, articles with article numbers, articles without DOIs, books with titled volumes, audiobooks) can be found in the *Publication Manual of the American Psychological Association* (7th ed.)

Or, you may choose to schedule a meeting with AOEU's Library Services. If you have a specific question, you can reach out by emailing libraryservices@theartofeducation.edu or you can schedule a 1:1 meeting [here](#).

SOURCE: Adapted from: <https://apastyle.apa.org/instructional-aids/reference-guide.pdf> American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-000>