APA Style 7th Edition Highlights

A resource created by Vidya Natarajan for The Write Place
Based on APA.org's In-text Citation Checklist and Quick Reference Guide

APA In-text citation follows the author–date system

Cite all ideas and words from sources, paraphrased, summarized, or quoted in your essay, with the author's last name and the year of publication in brackets:
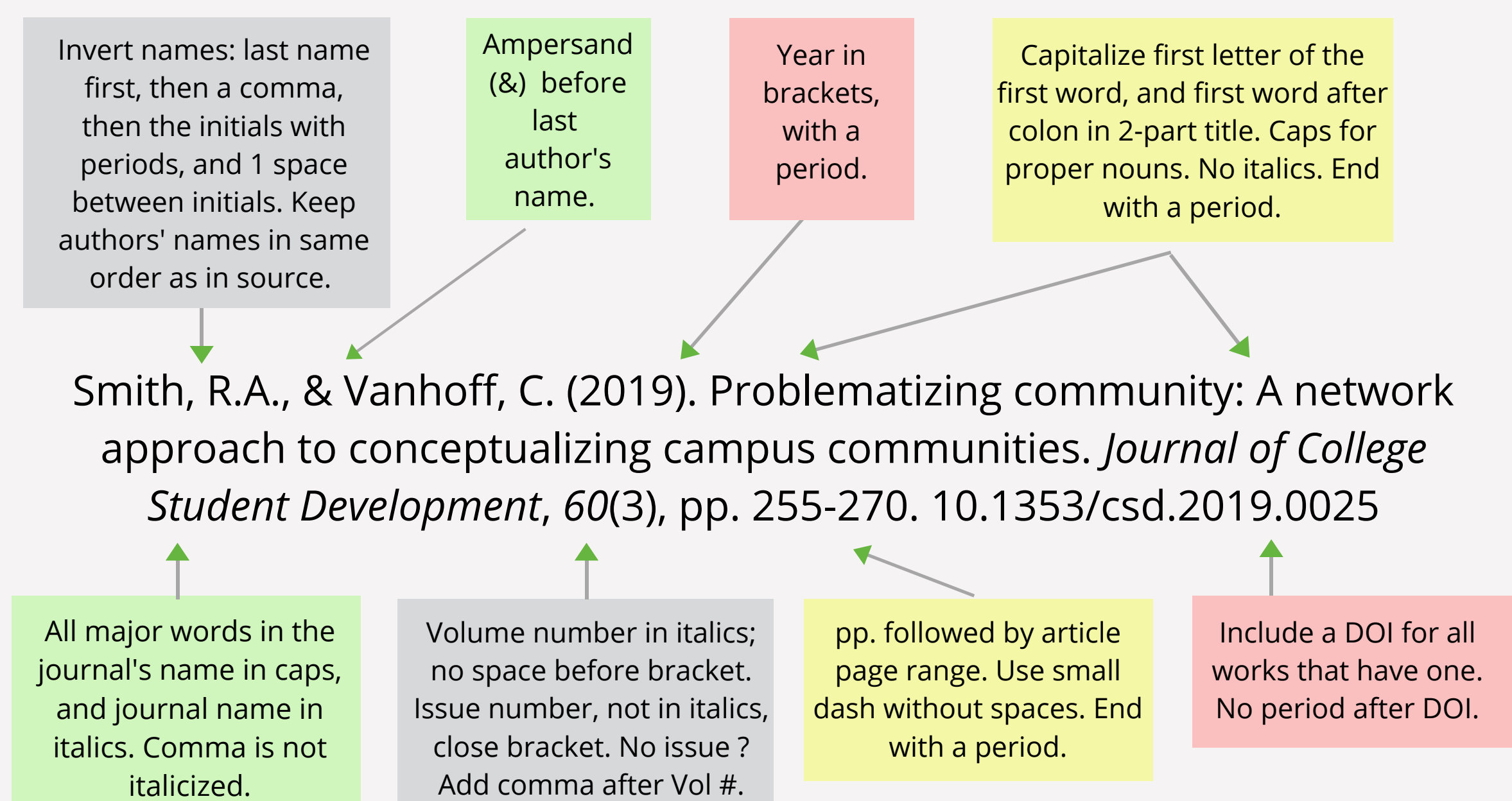
- Author's name is part of your own sentence [= an integrated or narrative reference]:

  Kendi (2019) focused attention on the idea of antiracism. [Use past or present perfect tense: focused or has focused]

- Author's name is not in your sentence [= non-integrated or parenthetical reference]:

  Research on food security has suggested new solutions (Schwartz & Pollan, 2019). [period after closing bracket]

- 2+ texts by the same author: dates separated by comma (Jones et al., 2018, 2019)
- 2+ authors in the same non-integrated reference, authors separated by semicolon: (Jones et al., 2018, 2019; Khan & Guo, 2017).

Author type	Parenthetical citation	Narrative (integrated) citation
One author	(Shiraz, 2020)	Shiraz (2020) researched...
Two authors (use ampersand)	(Salas & D'Agostino, 2020)	Salas and D'Agostino (2020) noted...
Three or more authors (use et al.)	(Martin et al., 2020)	Martin et al. (2020) asserted that ...
Group author with abbreviation, first citation Subsequent citations (use only abbrev.)	(Canadian Mental Health Association [CMHA], 2020) (CMHA, 2020)	The Canadian Mental Health Association (CMHA, 2020) (CMHA, 2020)
Group author, no abbreviation	(Western University, 2020)	Western University (2020)

Image: Table based on APA Academic Writer Tutorial (2020). Click on the link to access a web version of the table.

- Paraphrase (rewriting an author's ideas in your own words) is preferred over quotation. Use author, date.

  Most exclusion of persons with disabilities happens by omission and unimaginativeness rather than intentionally (Myers et al., 2014). [Parenthetical reference; place period after the closing bracket]

- Quote only when the words are specific and important. Use double quotation marks, date, page # --p dot space number--or section name if page is not available. Integrate quotation into your sentence's structure.

  Myers et al. noted that barriers experienced by people with disabilities were "products of interaction between the social and built environment" (2014, p. 531). [Narrative + parenthesis; period after closing bracket.]

- Block quotations (40+ words): no quote marks; double space; indent quote 0.5' from margin; give author, date, page #; place brackets outside the quotation with no period after it; integrate quotation into your sentence.

  Blazer and Fallon (2020) note that, in their writing centre, they
  > are compelled to develop staff education practices that help tutors discuss and negotiate these differences. Interrogating standard language ideology in an effort to undermine the grasp it has on individuals becomes a central and often arduous task of [their] staff education efforts. (p. 23)

  Other writing centre administrators have noted that they
  > are compelled to develop staff education practices that help tutors discuss and negotiate these differences. Interrogating standard language ideology in an effort to undermine the grasp it has on individuals becomes a central and often arduous task of [their] staff education efforts. (Blazer & Fallon, 2020, p. 23)

APA References Page: Article Example

Invert names: last name first, then a comma, then the initials with periods, and 1 space between initials. Keep authors' names in same order as in source.

Ampersand (&) before last author's name.

Year in brackets, with a period.

Capitalize first letter of the first word, and first word after colon in 2-part title. Caps for proper nouns. No italics. End with a period.

Smith, R.A., & Vanhoff, C. (2019). Problematizing community: A network approach to conceptualizing campus communities. *Journal of College Student Development*, *60*(3), pp. 255-270. 10.1353/csd.2019.0025

All major words in the journal's name in caps, and journal name in italics. Comma is not italicized.

Volume number in italics; no space before bracket. Issue number, not in italics, close bracket. No issue ? Add comma after Vol #.

pp. followed by article page range. Use small dash without spaces. End with a period.

Include a DOI for all works that have one. No period after DOI.

For more examples of References list entries, go to APA.org's Quick Guide (2020)

Paraphrase

Typical body paragraphs are full of ideas paraphrased from authors. The verb 'to paraphrase' = "to express the meaning of (the writer or speaker or something written or spoken) using different words, especially to achieve greater clarity" (Dictionary.com).
Paraphrasing is a key academic skill. It allows you to
- fully understand what you are reading,
- arrange points from your readings in the way that best serves your writing project,
- avoid the problem of "patchwriting" (Rebecca Moore Howard): unintentional plagiarism that results when the writer does not fully understand the ideas borrowed.

Good paraphrasing means you
- avoid a 'copy and delete' method of using passages from research sources,
- rearrange the words in a paraphrase by viewing them through the lens of your own writing task, and
- cite the author.

When you paraphrase, you must
- select only those ideas you need in order to support your own ideas
- substantially rewrite the original text in your own words.
- add a citation with the last name/s of the author/s and the publication date of the source (page numbers are needed only if you are quoting)
  - attribute the words you have used to their author. To do this, you need a range of attributive verbs or signal verbs, so that you are not constantly saying "he said" or "they said." Try: reported, argued, asserted, discussed, reviewed, concluded, researched, examined, analyzed, noted, observed.

Quotation

The OWL Purdue handout on quotation notes that "You typically only want to use a direct quotation in the following situations: if you're using that statement as a piece of evidence for your own argument, if you're establishing another's position, or if another person has said something better and more clearly than you can." (OWL Purdue Handout on Quotation, 2018).

When you quote,
- give the page number.
- be exact in your use of the source—every word and punctuation mark should be reproduced (see exceptions below).
- introduce the quotation and/or place it within your own sentence. "A quotation will almost never stand on its own like this" (Natarajan, 2019). That is a "dropped quote."
- attribute the quotation correctly by including the author's or authors' last names in your own sentence, or through in-text citation.
o If there are multiple authors, don't cite just one name: give the last names of all the authors (up to 5). Learn APA rules for the use of last names and the phrase "et al."
- understand exactly how to use punctuation in a parenthetical citation. "In-text citation usually appears at the end of the sentence that includes the quotation, and is written out in brackets AFTER the close quotation marks but BEFORE the period, like this" (Khan, 2010, p. 18)
When you quote,
- correctly integrate the quotation within the grammar and syntax of your own sentence. If you are quoting in order "wanted to apply the idea, quite path-breaking, that had been perfectly expressed by Smith," you must "making sure it works within her own sentence" (Brown, 2016, p. 29). That was a very poor example of integration.
- Sometimes, to integrate a quote into your sentence, you need to use a) ellipses… three dots like this and b) square brackets, within which you put WHATEVER YOU CHANGED in the quotation to make it work. If you are quoting because "you wanted to apply the idea … that had been perfectly expressed by Smith," you must "[make] sure it works within [your] own sentence" (Brown, 2016, p. 29).
- For block quotes, do not change the font or line spacing. Introduce block quotes correctly (usually with a colon:).
  Unpack and explain the quote when you have finished writing and citing it. "As Brown notes, …" . Don't say "As Brown's quotation shows..."—it is unprofessional to write the word "quote" or "quotation" (most of the time) in introducing a quote.

KING'S Western University · Canada | The Write Place