

Quick Guide to APA

(adapted from *Short Guide to APA Referencing* http://www.nzojis.co.nz/uploads/76603/files/135306/Short_Guide_to_APA_Referencing.pdf)

In-text Citations

Sources as used for information/background

One author	(a) Kelsey (1999) believes that _____. (b) _____ (Kelsey, 1999).
Two authors, one publication	(a) Donaldson and Werhane (1993) consider_____ (b) _____ (Donaldson & Werhane, 1993).
Three authors, one publication	(a) Smith et al. (1999) consider_____ (b) _____ (Smith et al., 1993).
Two authors, two publications	(a) Jacobs (1993) and Kelsey (1999) conclude_____ (b)_____ (Jacobs, 1993; Kelsey, 1999).

Quotations

Quotes/indirect use of specific parts of the text – author, date, page number	
Short Quotes	Dalli (2001) states ‘ _____ ’ (p. 29). ‘ _____ ’ (Dalli, 2001, p. 29).
Short quotes from an author quoted in a book/article by another author	‘ _____ ’ (Vygotsky, as cited in Smith, 1998, p. 10).
Short quotes from a website (the address of the website will be given in the reference list)	(Parliamentary Commissioner for the Environment, 2002, para. 1)
Long quotes (30 words or more): New, indented paragraph. Put the final full stop before the in-text reference.	Public libraries provide a range of services directly to the public. Traditional collection, circulation and reference services are supplemented by others, such as digital collections and specialized services and programmes. (Fields & Young, 2000, p. 11)

References

Books	Author surname, initial(s). (Date of publication). <i>Title</i> . Place of publication: Publisher. Knowles, M. S. (1990). <i>The adult learner: A neglected species</i> (4th ed.). Houston, TX: Gulf.
Chapter from a Book	Author, A. (Date). Title of chapter. In Name(s) of editor(s) (Ed. or Eds.), <i>Title of book</i> (pages of chapter). Place of publication: Publisher. Hall, R. (1995). Stabilizing population growth: The European experience. In P. Sarre & J. Blunden (Eds.), <i>An overcrowded world</i> (pp. 109–120). New York, NY: Oxford University Press.
Journals	Author surname, initial(s). (Date of publication). Title of article. <i>Title of journal, volume number</i> (issue number), pages of article. Turner, S. (2001). Cargo-cultural studies. <i>New Zealand Sociology</i> , 16(2), 69–76.
Online journal article, full publishing details provided	Drummond, M. J. (2000). Comparisons in early years education: History, fact and fiction. <i>Early Childhood Research & Practice</i> , 2(1). Retrieved January 10, 2008, from http://ecrp.uiuc.edu/v2n1/drummond.html

Online article with DOI (digital object identifier)	Brownlie, D. (2007). Toward effective poster presentations: An annotated bibliography. <i>European Journal of Marketing</i> , 41(11/12), 1245–1283. doi:10.1108/03090560710821161
Web page (give title and web address of specific page)	Statistics New Zealand. (n.d.). <i>Review of economic standard of living statistics</i> . Retrieved October 30, 2009, from http://www.stats.govt.nz/Publications/StandardOfLiving/review-esol-consultation-paper.aspx
Brochure, pamphlet, video recording etc.	The medium/format is placed after the title, enclosed in square brackets: [CD], [CD-Rom], [Audio podcast], [Television series episode], [Demographic map] etc. Cassidy, E. (1998). Over the rainbow. On <i>Songbird</i> [CD No. G2-10045]. Washington, DC: Blix Street Records.

For more information on APA:

http://www.nzojis.co.nz/uploads/76603/files/135306/Short_Guide_to_APA_Referencing.pdf

<http://owl.english.purdue.edu/owl/resource/560/01/>