

## APA References Guide

### APA References

Guidelines from the APA Handbook (7<sup>th</sup> edition): <https://apastyle.apa.org/>

### Basics of the References Page

- The References page should be its own page at the end of the paper.
- “References” (without the quotation marks) should be centered and bolded at the top of the page.
- The list of references should be double spaced.
- Use a hanging indentation for each source. This means begin each entry with the left margin, but each subsequent line is indented by half an inch. See here for instructions on formatting hanging indents in Microsoft Word: <https://support.microsoft.com/en-us/office/create-or-remove-a-hanging-indent-11428fed-a282-4dd6-adf2-98bb8282c1ce>
- Alphabetize by the first term in each entry. (This is generally the author’s last name, but it could be the title of the work if there is no author)
- When referring to the titles of **books, chapters, articles, reports, webpages**, or other sources, capitalize only the first letter of the first word, proper nouns, and the first word after a colon. This is called *sentence case*, and it works just like it sounds: Capitalize sentence case titles like you would capitalize them if you were just writing a regular sentence in a paragraph instead of a title.

### Core Elements for Books

Author. (last name, first initial)  
(Year). (in parentheses)  
*Title of book*. (in italics and sentence case)  
Publisher.

### Core Elements for Articles

Author. (last name, first initial)  
(Year). (in parentheses)  
Title of article. (in sentence case)  
*Title of Journal*, (in italics and title case)  
*Volume*, (in italics)  
(Issue), (in parentheses)  
Page numbers.  
URL or DOI (if in digital form)

### Example of Book with One Author:

Lee, H. (1960). *To kill a mockingbird*. J. B. Lippincott Company.

## Examples of a Book with Two to Twenty Authors:

Smith, J., & Northhouse, D. (2020). *A guide to peer tutoring*. Graywolf Press.

Turner, C., Jones, D., Carpenter, M., & Brown, D. (2023). *An analysis of state-based learning outcomes*. Random Publishing.

\*Note that if your source has more than 20 authors, list the first 19 author names, then put ellipses (...) before ending with the final author name listed.

## Examples of Journal Articles:

Smith, J. (2010). Having fun while writing a paper. *International Journal of Writing*, 13(3), 27-36.

Northhouse, D., & Smith, J. (2006). Disneyland: Guide to using a fast pass. *American Amusement Park Review*, 26(1), 22-43. [www.pretendlink.org](http://www.pretendlink.org)

## Example of Article by an Organization with No Particular Author:

Bureau of Vacations International. (2017). *U.S. contributions to international organizations*. <https://www.state.gov/u-s-contributions-to-international-organizations/>

## Example of YouTube Video with No Author:

FreePress Organization. (2017, October 8). *How to use Excel for business [Video]*. YouTube. <https://www.youtube.com/watchfakevideo>

For sample papers, please visit:

<https://apastyle.apa.org/style-grammar-guidelines/paper-format/sample-papers>