

# Title Page

## Title

A title should summarize the main idea of the paper simply and, if possible, with style. It should be a concise statement of the main topic and should identify the actual variables or theoretical issues under investigation and the relationship between them. A title should be fully explanatory when standing alone. Recommended length: 10 to 12 words.

## Author's name

- First name, middle initial(s), and last name (e.g., Monique M. Mendoza)
- Omit all titles (e.g., Dr., Professor) and degrees (e.g., PhD)

## Institutional affiliation

- Identifies the location where the author or authors conducted the investigation, which is usually an academic institution (e.g., University of California, Irvine)
- If author is not affiliated with any academic institution, list city and state of residence (e.g., Los Angeles, California)

## Running head

- An abbreviated title that is printed at the top of the pages of a published article to identify the article for readers
- Maximum of 50 characters, counting letters, punctuations, and spaces between words
- Located upper left hand corner of page (Do not use header option)
- Type "Running head:" then running head content in all upper case letters

## Example:



# Abstract

## Abstract

An abstract is a brief, comprehensive summary of the contents of the paper; it allows readers to survey the contents of an article quickly. Must be accurate, self-contained, and concise/specific.

**Accurate** = Ensure that the abstract correctly reflects the purpose and content of manuscript. Do not include information that does not appear in the body of the paper.

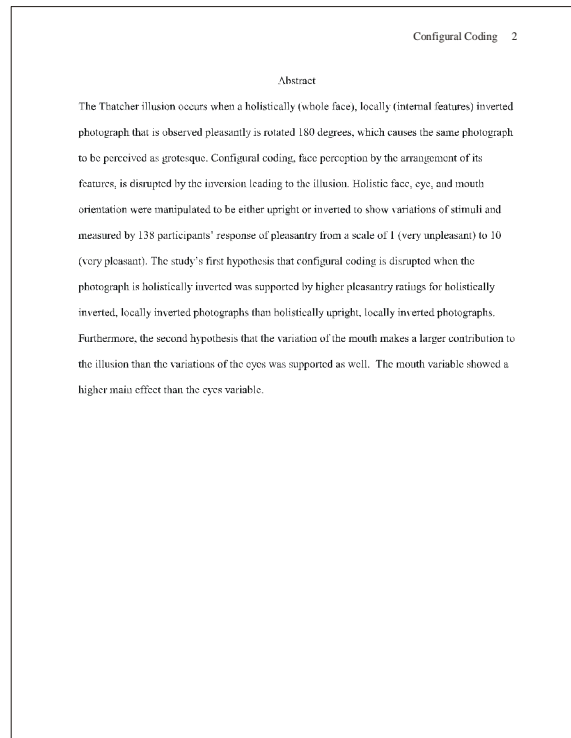
**Self-contained** = Define all abbreviations and acronyms. Spell out names of tests and drugs. Define unique terms. Do not use quotes; paraphrase instead. Include names of authors (initials and surnames) and dates of publication in citations of other publications. The abstract may be able to be understood from its “self-contained” content.

**Concise and specific** = Make each sentence maximally informative, especially the lead sentence. Be as brief as possible.

## Additional Notes

- Begin on a new page (page 2); include page header
- Center “Abstract” at the top of the page
- The content of abstract is in block format, and double spaced
- Abstracts should not exceed 120 words
- Use past tense

## Example:



# Brief Overview of APA Formatting: The Basics

## *Citing in Texts*

- When citing an idea or paraphrasing another author's work, you must credit the source. Include the author's last name and date.
  - According to Meyers (2001), the cycle of violence affects not only the victim, but the children also.
  - The placebo effect is an important factor to address when studying a certain groups behaviors (Grey, 1994).
- When using a direct quotation, include the page number where the quote was derived from.
  - She stated, "The 'placebo effect' ...disappeared when behaviors were studies in this manner" (Miele, 1993, p. 276), but she did not clarify which behaviors were studied.
  - Miele (1993) found that "the 'placebo effect,' which had been verified in previous studies, disappeared when [only the first group's] behaviors were studied in this manner" (p. 276).

## *APA Reference Style*

\*\*Note: Reference page must be double spaced with hanging indent.

- **Periodicals (journals, magazines, scholarly newsletters, etc.)**
  - Author, A.A., Author, B. B., & Author, C.C. (1994). Title of article. *Title of Periodical*, xx, xxx-xxx

Rhodes, J.E., Contreras, J.M., & Mangelsdorf, S.C. (1994). Natural mentor relationships among latina adolescent mothers: Psychological adjustment, moderating processes, and the role of early parental acceptance. *American Journal of Community Psychology*, 22 (2), 211-225.

- **Non-periodical (books)**

- Author, A.A. (1994). *Title of Work*. Location: Publisher

Kanellos, N. (Ed.). (1993). *The Hispanic-American Almanac: A Reference Work on Hispanics in the United States*. Detroit: Gale Research Inc.

- **Part of a non-periodical (book chapter)**

- Author, A.A., & Author, B.B. (1994). Title of chapter. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of Book* (pp. xxx-xxx). Location: Publisher.

Larson, E.B. & Imai, Y. (1996). An overview of dementia and ethnicity with special emphasis on the epidemiology of dementia. In G. Yeo and D. Gallagher-Thompson (Eds.), *Ethnicity and the Dementias* (pp. 9-20). Washington D.C.: Taylor and Francis.

- **Online Periodical (e.g. JSTOR)**

- Author, A.A., Author, B.B., & Author, C.C. (2000). Title of article. *Title of Periodical*, xx, xxx-xxx. Retrieved month day, year, from source.

- **Online document**

- Author, A.A. (2000). *Title of work*. Retrieved month day, year, from source.

United States Census Bureau (2002). The Asian Population: 2000. *Census 2000 Brief*. Retrieved <http://www.census.gov/prod/2002pubs/c2kbr01-16.pdf>