APA Format

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 and descriptive when standing alone. Recommended length: 10 to 12 words.

Short Title
- Located in the upper right hand corner of the page WITHIN THE HEADER.
- Contains 2 to 3 words from the Title that are the most descriptive.
- Microsoft Word tip: Go to VIEW, then Header and Footer.

Page Number
- The page number is located in the upper right hand corner within the header.
- It should appear on the title page as “1”.
- Microsoft Word tip: Click out of the “header” format, Go to INSERT, then Insert Page Number.

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 in the upper left hand corner of page (DO NOT PUT IN HEADER)

Type “Running head:” then running head content in ALL CAPS

Other Information to Include
**located in the center of the page, double spaced, 12 ft, plain text.
- Full Title
- Name
- ID number
- Course Number (194/197)
- Quarter (e.g., Spring Quarter 2003)
- Name of Institution (UCI)

*The page should have 1 inch margins on all sides

*All text in an APA formatted title page should be 12 font and plain text. NO BOLD, UNDERLINES OR ITALICS
APA Citations

In-Text Citations

• When citing an idea or paraphrasing another author’s work, you must credit the source. ALWAYS include the author’s last name and date of publication.

    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).

Examples of Commonly Used In-Text Citations

Interviews/Personal Communications

F. Moore (personal communication, January 13, 2003) stated that many plants other than ivy also contain poison.

The organization’s main goal is to promote awareness of the plight of the homeless in the community (Johnson, personal communication, May 11, 2003).
Source from the Internet

If you are citing the entire web site, give the Web site address in parentheses following the citation: (http://www.uci.edu).

If you are citing a specific part of a document from a web site, then provide the page, chapter, figure, table, paragraph number, or heading number to indicate to the reader where you are getting the information.

(Check & Buss, 1981, p. 332) or (Shimamura, 1989, chap. 3) (Myers, 2000, ¶ 5) or (Beutler, 2000, Conclusion section, para. 1)

References

**All Reference pages should be double-spaced with hanging indents**

**They should include only the sources that were cited within the paper**

Example 1: Periodicals (journals, magazines, scholarly newsletters, etc.)


Example 2: Book (non-periodical)

- Author, A. & Author, B. (year). Title of book. Location of Publication: Publisher

Reference Work on Hispanics in the United States. Detroit: Gale Research Inc.

Example 3: Pamphlet/Brochure/Handout
- Author. (year). *Title of pamphlet*. [Indicate type of material]. Place of Publishing: Publisher.

Research and Training Center on Independent Living (1993).


Example 4: Online Document.


If no author or no date:


**Interviews and Personal Communications that are unpublished do NOT need to be included in the reference sheet; however, they must be cited in the text.**

For additional help try:

http://www.apastyle.org/elecref.html  Electronic citations in APA

http://www.english.uiuc.edu/cws/wworkshop/bibliography_style_handbookapa.htm

*Information came from the above web sites.*