Tuesday’s Tidbits

APA Style Information

APA is the abbreviation for the American Psychological Association. Writers in many scientific and medical-related fields use APA style and formatting to present research they do. Because the method of presenting the research is standardized, readers easily know where to expect certain kinds of information.

Here is some basic information about APA style and format. If you need help, ask your librarian!

SOME TIPS FOR SCIENTIFIC, FORMAL WRITING USING APA STYLE:

VOICE

• Use the Past Tense. When quoting research or a task you were given on an assignment, you already did it when you are writing about it, so past tense is appropriate. (The researchers examined NOT The researchers examine)

• Use an Active Voice & be Direct. (The child jumped NOT The child was observed to be jumping.)

• Avoid Pronouns- 1st, 2nd & 3rd person. (The researchers conducted... OR The patient responded... NOT I read... OR You would...)

• No Contractions in Formal Writing (Scores were not significantly different. NOT Scores weren’t significantly different.)

• No Jargon, Slang, or Colloquial Expressions. When in doubt, go for the more formal, bigger word. (The children...NOT The kids...)

• Science never PROVES anything. Science only falsifies hypotheses. (This research concludes, adds evidence for, supports the hypothesis. NOT The research proves...)

NUMBERS (APA Manual, 6th edition, section 4.31- 4.38)

• Spell out numbers zero through nine. (Participants averaged nine points. NOT Participants averaged 9 points.)

• If you start a sentence with a number, no matter what the number is, spell it out! (Thirty-Nine children participated. NOT 39 children participated.)

• No extensions on dates. (September 3, 2009 NOT September 3rd, 2009)


• Introduce your abbreviation first, and then later you can use as a stand alone. (Intelligence Quotient (IQ) tests are ... (Later in the text you can write: Therefore, IQ tests... NOT IQ tests ... (when not previously spelled out))

ITALICS (APA Manual, 6th edition, section 4.21)

• Italicize titles for books, magazines, journals, and media sources when they are in a sentence but not in an in text citation. (The video, A Journey through Eating Disorders, stated that... NOT The video, A Journey through Eating Disorders, stated that...)

USING QUOTATIONS (APA Manual, 6th edition, section 6.03)

• If three or more words within a sentence are the same as the original, you need to quote it and you must provide the author, year, and specific page(s) in the text citation and include a complete entry in the reference list. The text states, “Intelligence is the capacity to acquire knowledge” (Wade & Tavris, 2008, p. 241). Notice that in the original text, the period comes at the end of the sentence. Here, it comes after the in text citation.

• If the quotation includes fewer than 40 words, incorporate it in text and enclose it with double quotation marks. If the quotation includes more than 40 words, it should be treated as a block quotation, meaning that it is displayed in a freestanding block of text without quotation marks.

• If material is paraphrased (i.e., restated in your own words), always provide the author and date in the in-text citation. It is not necessary to include the page number(s) in the citation, but it may be helpful, especially if the source is very long (e.g., a short passage from a whole book).
In-Text Reference Format

When you use a quote from an outside source in your research paper, you must acknowledge that source with an in-text citation. Here are some common situations where writers of the research paper need to include in-text citations, followed by examples as to how this should be done. The back page of this handout has a sample page of a research paper with in-text citations for your review.

If you use the author's name in the text of the paper:
If you name the author in the text, include only the date in parentheses, immediately after the author's name. The period comes at the end of the citation.

Bernstein (2001) described college students' increased use of dorm room networking capacities.

If you do not name the author in your text:
If the author's name is not mentioned in your text, include it in the citation, followed by the date, with a comma between the two items in the citation. The author's name and the date should be in parentheses.

One college student used the campus network to find out whether a washing machine was available before carrying his dirty clothes to the machines (Burns, 2001).

If there is more than one author:
Two authors? In parentheses, list both with an “&” in between, followed by a comma and the date.

One college student used the campus network to find out whether a washing machine was available before carrying his dirty clothes to the machines (Burns & Doe, 2001).

Three to five authors? List all of them in parentheses followed by a comma and the date the first time you cite the source:

One college student used the campus network to find out whether a washing machine was available before carrying his dirty clothes to the machines (Burns, Doe, Cook, & Katz, 2001).

After that, only use the first author's last name followed by "et al": (Burns et al., 2001).

If you use a direct quotation instead of a paraphrase:
When you include a direct quotation from your source, the parenthetical citation must include the author's name, the date of publication, and the page number. Use p. before the page number.

"The MIT computer server has been running off and on since 1998" (Harrison, 2006, p. 102).

If you identified the author and date in the text of your paper, include only the page number in the parenthetical citation:

Harrison (2006) reported that "The MIT computer server has been running off and on since 1998" (p. 102).

If no author is identified:
If no author is identified, use a short version of the title instead, followed by the date. Use quotation marks around article or chapter titles, and underline book, periodical, brochure, and report titles:

The use of Customer Relationship Management systems has grown substantially over the past five years as companies attempt to adapt to customer needs and to improve their profitability ("Making CRM Work," 2003).

If your source has no page numbers:
When your source lacks page numbers, you should try to include information that will help readers find the passage being cited. When an electronic document has numbered paragraphs, use the ¶ symbol, or the abbreviation "para." followed by the paragraph number (Hall, 2001, ¶ 5) or (Hall, 2001, para. 5). If the paragraphs are not numbered and the document includes headings, provide the appropriate heading and specify the paragraph under that heading.

According to Smith (1997), the main reason... (Mind over Matter section, para. 6).

WHY YOU SHOULD CITE YOUR REFERENCES:
Citing your references acknowledges the origin of your information, and it adds credibility to your work by showing that you have researched your subject using reliable sources. Good in-text citation and a well-formatted and complete reference page demonstrate the accuracy of your information and enables your readers to locate your sources. This includes all type of information you use, including:

- Books (both print and electronic)
- Articles (from online journal databases or print sources)
- Web pages
- Government documents
- Non-print media (pictures, images, DVD’s and CD-ROMs)
- Software or any digital format
Reference Format

Your reference page should begin on a new page and should be the last page of your paper. It should be double-spaced, and every line under the first one should be indented 1/2”. You need to alphabetize your sources by the first word in the reference—it could be an author’s last name or the first word in a title if there is no author. When a hyperlink is included in the reference, it should not be active—it should have a black font color and not be underlined, like normal text.

Article from a journal found in a library database:
Format material from an online database just like a "normal" journal article citation would be for that type of work.


Article from an online journal with a DOI (digital object identifier):
Since online materials can potentially change URL’s, APA recommends providing a Digital Object Identifier (DOI), when it is available, as opposed to the URL. If there is no DOI, you will need to include the URL.


Information from a web site:


Information from a web site without a named author or date:
If there is no author, move the title to the place where you would normally include the author. If there is no date, put (n.d.) where the date would normally go.


Article from a print journal or magazine:


Article from a newspaper:


Book, (print) with one author:


Book with no author (print version):


Book article or anthology chapter:


eBook (electronic version):
If the online version refers to a print edition, include the edition number after the title.


eBook (electronic book) not available in print:
If the work is not directly available online or must be purchased, use "Available from,” rather than "Retrieved from,” and point readers to where they can find it. For books available in print form and electronic form, include the publish date in parentheses after the author’s name. For references to e-book editions, be sure to include the type and version of e-book you are references (e.g., "[Kindle DX version]").

Gender and the Cosmology of Creation

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Sanday, in her book Female Power and Male Dominance (1981), discusses the importance that creation and origin myths have upon the behavior of the sexes, carrying in them conceptions about the nature and origin of creative power. She asserts that the gender symbolism in these stories are "reflections of the past as well as rationalizations of the present" (p. 74), and provide people with metaphors which guide behavior and models which illustrate what the natural or proper order of the world is. Origin myths among the Berti peoples of the Sudan (Holy, 1991, p. 20-34) suggest that...

References