In Text Citations – APA

Referencing is an essential part of academic writing. Spending time learning how to reference your assignments accurately will help you:

- maximize the marks available to you for referencing
- fulfil the assessment requirements set out in your Unit Outline
- avoid allegations of plagiarism
- comply with the Academic Honesty Policy.

Two essential parts of APA referencing

- In text citations show where in your assignment you have referred to information from your research through the use of paraphrases and quotations.
- The list of references contains full bibliographic information for each of the sources cited in your assignment. Please see the “Listing of References – APA” page on this site for more information.

Two ways of citing information

- Paraphrases are the ideas from your research put into your own words. For paraphrases, use the author’s surname and year of publication. The 6th edition of the APA Publication Manual encourages writers also to include the page number for paraphrases when it would help a reader to locate the information in a long or complex text.
- Quotations are the exact words from the original source. For quotations, use the author’s surname, year of publication AND page number or paragraph number (for some electronic sources). You will also need to enclose the quoted information in quotation marks.

Paraphrase examples

Thompson and Smith (2003) concluded from their research that people’s attitudes towards capital punishment are largely based on emotion.

Managers spend most of their time on communication issues (Brown, 2005).

Another study has examined the effects of communication in nursing management decision making (National Association for Health, 2006).

Quotation examples

Smith (2003) states, “managers need a detailed understanding of the communication process to be effective in the workplace” (p. 12).

“Managers need a detailed understanding of the communication process to be effective in the workplace” (Smith, 2003, p. 12).

Basu and Jones (2007) went so far as to suggest the need for a new “intellectual framework in which to consider the nature and form of regulation in cyberspace” (para. 4).

Multiple authors

For 3 to 5 authors of the one book/journal article cited in text:

- cite all authors the first time
- after that, only cite the surname of the first author followed by “et al.”

For 6 or more authors cite the surname of the first author followed by et al. for the first and subsequent citations.
Examples of multiple authors

An important measure of whether a patient has received quality care can be demonstrated by patient satisfaction (Johansson, Oleni, & Fridlund, 2002).

Further research is also required on the reasons for patient dissatisfaction (Johansson et al., 2002).

Citations taken from secondary sources

When citing a source that appears within the source you are reading, include the surname of the author cited, followed by the surname and year of publication of the source you are reading.

Examples

Bion (as cited in Gibb, 2008) noted that most groups aim to be functional but sometimes underlying assumptions interfere with this aim.

Most groups aim to be functional but sometimes underlying assumptions interfere with this aim (Bion, as cited in Gibb, 2008).

Note: The entry in your list of references will only include the source you are reading, Gibb, as this is the source you have accessed, not the original work by Bion.

Long quotations (40 words or more)

When citing long quotations in assignments:

• start on a new line and use double line spacing
• indent 5 spaces from the left margin
• do not use quotation marks
• include the citation at the end of quotation, after the full stop.

Example

Current research indicates that:

Taking into consideration gender differences in adolescent development, it may be that boys share more intimate details when not in mixed company, thereby having better treatment outcomes. Parents also play an integral role in fostering self-efficacy in their children and they may need to get more involved, especially with their male teens. (Moore, Young, Weir, & Ochshorn, 2007, p. 142)

In general, students should avoid the use of long quotations in assignments. Most lecturers prefer students to use paraphrases rather than quotations.

For more detailed information on APA referencing:

• view the Library’s copy of the 6th edition of the Publication Manual of the American Psychological Association
• see the Academic Skills Unit ACU site
• read the ACU Study Guide: Skills for Success
• contact an Academic Skills Adviser.