**Using In-Text Citations in APA 7th Edition Style**

In this announcement we’ll examine how to correctly cite in-text citations in APA 7th edition style. If you have been following guidelines for APA 6th edition in past classes, there are number of changes as we transition to APA 7th edition. Let us begin by review what’s changed in regards to references and in-text citations:

**Changes to References and in-text citations in APA 7th edition**

When it comes to citing sources, more guidelines have been added that make citing online sources easier and clearer.

In total, 114 examples are provided, ranging from books and periodicals to audiovisuals and social media. For each reference category an easy template is provided that helps you to understand and apply the citation guidelines. The biggest changes in the 7th edition are:

* The publisher location is no longer included in the reference. Instead of “New York, NY: McGraw-Hill” it’s just “McGraw-Hill.”
* The in-text citation for works with three or more authors is now shortened right from the first citation. You only include the first author’s name and “et al.”.
* Surnames and initials for up to 20 authors (instead of 7) should be provided in the reference list.
* DOIs are formatted as urls (https://doi.org/xxx). The label “DOI:” is no longer necessary.
* URLs are embedded directly in the reference, without being preceded by “Retrieved from,” unless a retrieval date is needed.
* For ebooks, the format, platform, or device (e.g. Kindle) is no longer included in the reference.
* Clear guidelines are provided for including contributors that are not an author or editor. For example, when citing a podcast episode, the host of the episode should be included; for a TV series episode, the writer and director of that episode are cited.
* Dozens of examples are included for online source types such as podcast episodes, social media posts, and YouTube videos. Also, the use of emojis and hashtags is explained.

# In-Text Citations: The Basics

***Note:****This page reflects the latest version of the*APA Publication Manual*(i.e., APA 7), which was*

 *released in October 2019.*

What follows are some general guidelines for referring to the works of others in your writing:

## APA citation basics

When using APA format, follow the author-date method of in-text citation. This means that the author's last name and the year of publication for the source should appear in the text, like, for example, (Jones, 1998). One complete reference for each source should appear in the reference list at the end of the paper.

If you are referring to an idea from another work but **NOT** directly quoting the material, or making reference to an entire book, article or other work, you only have to make reference to the author and year of publication and not the page number in your in-text reference.

On the other hand, if you are directly quoting or borrowing from another work, you should include the page number at the end of the parenthetical citation. Use the abbreviation “p.” (for one page) or “pp.” (for multiple pages) before listing the page number(s). Use a dash for page ranges. For example, you might write (Jones, 1998, p. 199) or (Jones, 1998, pp. 199–201). This information is reiterated below.

Regardless of how they are referenced, all sources that are cited in the text must appear in the reference list at the end of the paper.

In-text citations have two formats: parenthetical and narrative. In parenthetical citations, the author name and publication date appear in parenthesis. In narrative citations, this information is incorporated into the text as part of the sentence.

If no author, the title takes the place of the author and the reference is alphabetized by the first letter of the first word of the title i.e., Study finds. (2005). In-text citation, use quotation marks (“Study Finds,” 2005). If work is designated as “Anonymous”, in-text cite and reference list as so. Do not list the author as anonymous or unknown unless the work is signed “Anonymous”

In-text citation, for work with one or two authors, include the author name(s) in every citation. For work with three or more authors, include the name of only the first author plus “et al.” in every citation.

**Basic In-Text Citation Styles**

|  |  |  |
| --- | --- | --- |
| **Author type** | **Parenthetical citation** | **Narrative citation** |
| One author | (Luna, 2020) | Luna (2020) |
| Two Authors | (Salas & D’Agostino, 2020) | Salas and D’Agostino (2020) |
| Three or more authors | (Martin et al., 2020) | Martin et al. (2020) |
| Group author with abbreviation First citationSubsequent citations  | (National Institute of Mental Health [NIMH], 2020)(NIMH, 2020) | National Institute of Mental Health (NIMH, 2020)NIMH (2020) |
| Group author without abbreviation | (Stanford University, 2020) | Stanford University (2020 |

**In-text citation capitalization, quotes, and italics/underlining**

* Always capitalize proper nouns, including author names and initials: D. Jones.
* If you refer to the title of a source within your paper, capitalize all words that are four letters long or greater within the title of a source: Permanence and Change. Exceptions apply to short words that are verbs, nouns, pronouns, adjectives, and adverbs: Writing New Media, There Is Nothing Left to Lose.

(**Note:** in your References list, only the first word of a title will be capitalized: Writing new media.)

* When capitalizing titles, capitalize both words in a hyphenated compound word: Natural-Born Cyborgs.
* Capitalize the first word after a dash or colon: "Defining Film Rhetoric: The Case of Hitchcock's Vertigo."
* If the title of the work is italicized in your reference list, italicize it and use title case capitalization in the text: The Closing of the American Mind; The Wizard of Oz; Friends.
* If the title of the work is not italicized in your reference list, use double quotation marks and title case capitalization (even though the reference list uses sentence case): "Multimedia Narration: Constructing Possible Worlds;" "The One Where Chandler Can't Cry."

#### Short quotations

If you are directly quoting from a work, you will need to include the author, year of publication, and page number for the reference (preceded by "p." for a single page and “pp.” for a span of multiple pages, with the page numbers separated by an en dash).

You can introduce the quotation with a signal phrase that includes the author's last name followed by the date of publication in parentheses.

According to Jones (1998), "students often had difficulty using APA style, especially when it was their first time" (p. 199).

Jones (1998) found "students often had difficulty using APA style" (p. 199); what implications does this have for teachers?

If you do not include the author’s name in the text of the sentence, place the author's last name, the year of publication, and the page number in parentheses after the quotation.

She stated, "Students often had difficulty using APA style" (Jones, 1998, p. 199), but she did not offer an explanation as to why.

#### Long quotations

Place direct quotations that are 40 words or longer in a free-standing block of typewritten lines and omit quotation marks. Start the quotation on a new line, indented 1/2 inch from the left margin, i.e., in the same place you would begin a new paragraph. Type the entire quotation on the new margin, and indent the first line of any subsequent paragraph within the quotation 1/2 inch from the new margin. Maintain double-spacing throughout, but do not add an extra blank line before or after it. The parenthetical citation should come after the closing punctuation mark.

Because block quotation formatting is difficult for us to replicate in the OWL's content management system, we have simply provided a screenshot of a generic example below.



Formatting example for block quotations in APA 7 style.

#### Quotations from sources without pages

Direct quotations from sources that do not contain pages should not reference a page number. Instead, you may reference another logical identifying element: a paragraph, a chapter number, a section number, a table number, or something else. Older works (like religious texts) can also incorporate special location identifiers like verse numbers. In short: pick a substitute for page numbers that makes sense for your source.

Jones (1998) found a variety of causes for student dissatisfaction with prevailing citation practices (paras. 4–5).

A meta-analysis of available literature (Jones, 1998) revealed inconsistency across large-scale studies of student learning (Table 3).

#### Summary or paraphrase

If you are paraphrasing an idea from another work, you only have to make reference to the author and year of publication in your in-text reference and may omit the page numbers. APA guidelines, however, do encourage including a page range for a summary or paraphrase when it will help the reader find the information in a longer work.

According to Jones (1998), APA style is a difficult citation format for first-time learners.

APA style is a difficult citation format for first-time learners (Jones, 1998, p. 199).

## Citing Non-Standard Author Categories

Though the APA's author-date system for citations is fairly straightforward, author categories can vary significantly from the standard "one author, one source" configuration. There are also additional rules for citing authors of indirect sources, electronic sources, and sources without page numbers.

#### A Work by Two Authors

Name both authors in the signal phrase or in parentheses each time you cite the work. Use the word "and" between the authors' names within the text and use the ampersand in parentheses.

Research by Wegener and Petty (1994) supports...

(Wegener & Petty, 1994)

#### A Work by Three or More Authors

List only the first author’s name followed by “et al.” in every citation, even the first, unless doing so would create ambiguity between different sources.

(Kernis et al., 1993)

Kernis et al. (1993) suggest...

In et al., et should not be followed by a period. Only "al" should be followed by a period.

If you’re citing multiple works with similar groups of authors, and the shortened “et al” citation form of each source would be the same, you’ll need to avoid ambiguity by writing out more names. If you cited works with these authors:

Jones, Smith, Liu, Huang, and Kim (2020)

Jones, Smith, Ruiz, Wang, and Stanton (2020)

They would be cited in-text as follows to avoid ambiguity:

(Jones, Smith, Liu, et al., 2020)

(Jones, Smith, Ruiz, et al., 2020)

Since et al. is plural, it should always be a substitute for more than one name. In the case that et al. would stand in for just one author, write the author’s name instead.

#### Unknown Author

If the work does not have an author, cite the source by its title in the signal phrase or use the first word or two in the parentheses. Titles of books and reports are italicized; titles of articles, chapters, and web pages are in quotation marks. APA style calls for capitalizing important words in titles when they are written in the text (but not when they are written in reference lists).

A similar study was done of students learning to format research papers ("Using Citations," 2001).

**Note**: In the rare case that "Anonymous" is used for the author, treat it as the author's name (Anonymous, 2001). In the reference list, use the name Anonymous as the author.

#### Organization as an Author

If the author is an organization or a government agency, mention the organization in the signal phrase or in the parenthetical citation the first time you cite the source, just as you would an individual person.

According to the American Psychological Association (2000),...

If the organization has a well-known abbreviation, you may include the abbreviation in brackets the first time the source is cited and then use only the abbreviation in later citations. However, if you cite work from multiple organizations whose abbreviations are the same, do not use abbreviations (to avoid ambiguity).

First citation: (Mothers Against Drunk Driving [MADD], 2000)

Second citation: (MADD, 2000)

#### Two or More Works in the Same Parentheses

When your parenthetical citation includes two or more works, order them the same way they appear in the reference list (viz., alphabetically), separated by a semi-colon.

(Berndt, 2002; Harlow, 1983)

If you cite multiple works by the same author in the same parenthetical citation, give the author’s name only once and follow with dates. No date citations go first, then years, then in-press citations.

(Smith, n.d., 1995, 2002, in press)

#### Authors with the Same Last Name

To prevent confusion, use first initials with the last names.

(E. Johnson, 2001; L. Johnson, 1998)

#### Two or More Works by the Same Author in the Same Year

If you have two sources by the same author in the same year, use lower-case letters (a, b, c) with the year to order the entries in the reference list. Use the lower-case letters with the year in the in-text citation.

Research by Berndt (1981a) revealed strong correlations. However, a parallel study (Berndt, 1981b) resulted in inconclusive findings.

#### Introductions, Prefaces, Forewords, and Afterwords

When citing an Introduction, Preface, Foreword, or Afterword in-text, cite the appropriate author and year as usual.

(Funk & Kolln, 1992)

#### Personal Communication

For interviews, letters, e-mails, and other person-to-person communication, cite the communicator's name, the fact that it was personal communication, and the date of the communication. Do not include personal communication in the reference list.

(E. Robbins, personal communication, January 4, 2001).

If using a footnote to reference personal communication, handle citations the same way.

1. P. Smith also claimed that many of her students had difficulties with APA style (personal communication, November 3, 2002).

#### Traditional Knowledge of Indigenous Peoples

When citing information you learned from a conversation with an Indigenous person who was not your research participant, use a variation of the personal communication citation above. Include the person’s full name, nation or Indigenous group, location, and any other relevant details before the “personal communication, date” part of the citation.

(Caroline Jennings, Cherokee Nation, lives in Tulsa, Oklahoma, personal communication, October 2019)

#### Citing Indirect Sources

Generally, writers should endeavor to read primary sources (original sources) and cite those rather than secondary sources (works that report on original sources). Sometimes, however, this is impossible. If you use a source that was cited in another source, name the original source in your signal phrase. List the secondary source in your reference list and include the secondary source in the parentheses. If you know the year of the original source, include it in the citation.

Johnson argued that...  (as cited in Smith, 2003, p. 102).

(Johnson, 1985, as cited in Smith, 2003, p. 102).

#### Electronic Sources

If possible, cite an electronic document the same as any other document by using the author-date style.

Kenneth (2000) explained...

#### Unknown Author and Unknown Date

If no author or date is given, use the title in your signal phrase or the first word or two of the title in the parentheses and use the abbreviation "n.d." (for "no date").

Another study of students and research decisions discovered that students succeeded with tutoring ("Tutoring and APA," n.d.).

#### Sources Without Page Numbers

When an electronic source lacks page numbers, you should try to include information that will help readers find the passage being cited. Use the heading or section name, an abbreviated heading or section name, a paragraph number (para. 1), or a combination of these.

According to Smith (1997), ... (Mind Over Matter section, para. 6).

**Note:** Never use the page numbers of webpages you print out; different computers print webpages with different pagination. Do not use Kindle location numbers; instead, use the page number (available in many Kindle books) or the method above.

#### Other Sources

The APA Publication Manual describes how to cite many different kinds of authors and content creators. However, you may occasionally encounter a source or author category that the manual does not describe, making the best way to proceed unclear.

In these cases, it's typically acceptable to apply the general principles of APA citation to the new kind of source in a way that's consistent and sensible. A good way to do this is to simply use the standard APA directions for a type of source that resembles the source you want to cite. For example, a sensible way to cite a virtual reality program would be to mimic the APA's guidelines for computer software.

You may also want to investigate whether a third-party organization has provided directions for how to cite this kind of source.