

APA Visual Guides

Part 1

1 Books

pp. 2-4

2 Journal articles

pp. 5-6

3 Newspapers

pp. 7-9

4 Reports

pp. 10-11

5 Scholarly projects

pp. 12-13

5 Online lecture notes

pp. 14

7 Encyclopedias

pp. 15

8 Religious/classical works

pp. 16



This guide will provide visual examples of citing the following in APA style:

- Books
- Journal articles
- Newspapers
- Reports
- Scholarly projects (theses/dissertations)
- Lecture notes
- Encyclopedia entries
- Religious/classical works

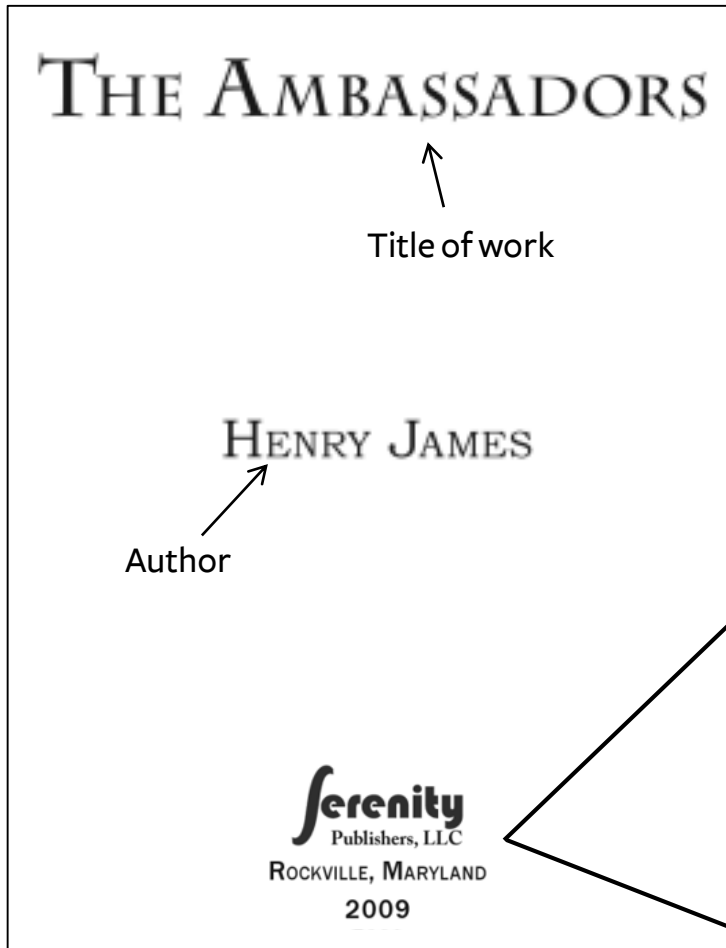
Be sure to check out Part 2, which provides visual guides for citing multimedia and electronic source types.



Citing a book in print

Structure:

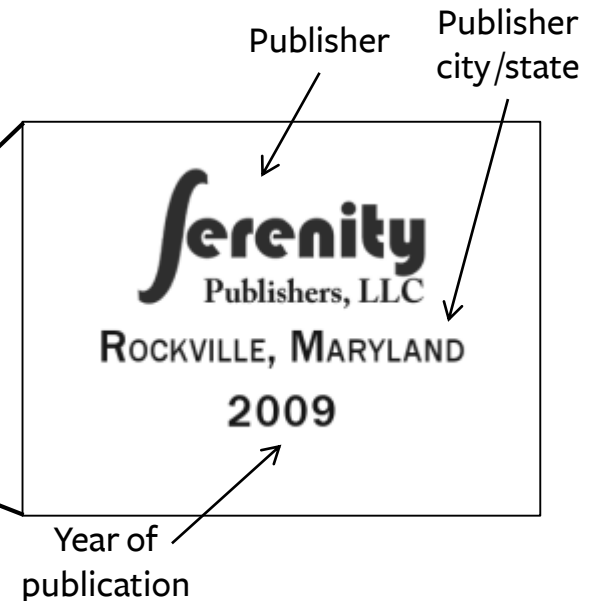
Author, F. M. (Year of publication). *Title of work*. Publisher City, State: Publisher.



Title Page

Much of the information you need to create a print book citation can be found on the title page.

The title page is found within the first couple of pages of the book.



Citation:

James, H. (2009). *The ambassadors*. Rockville, MD: Serenity Publishers.

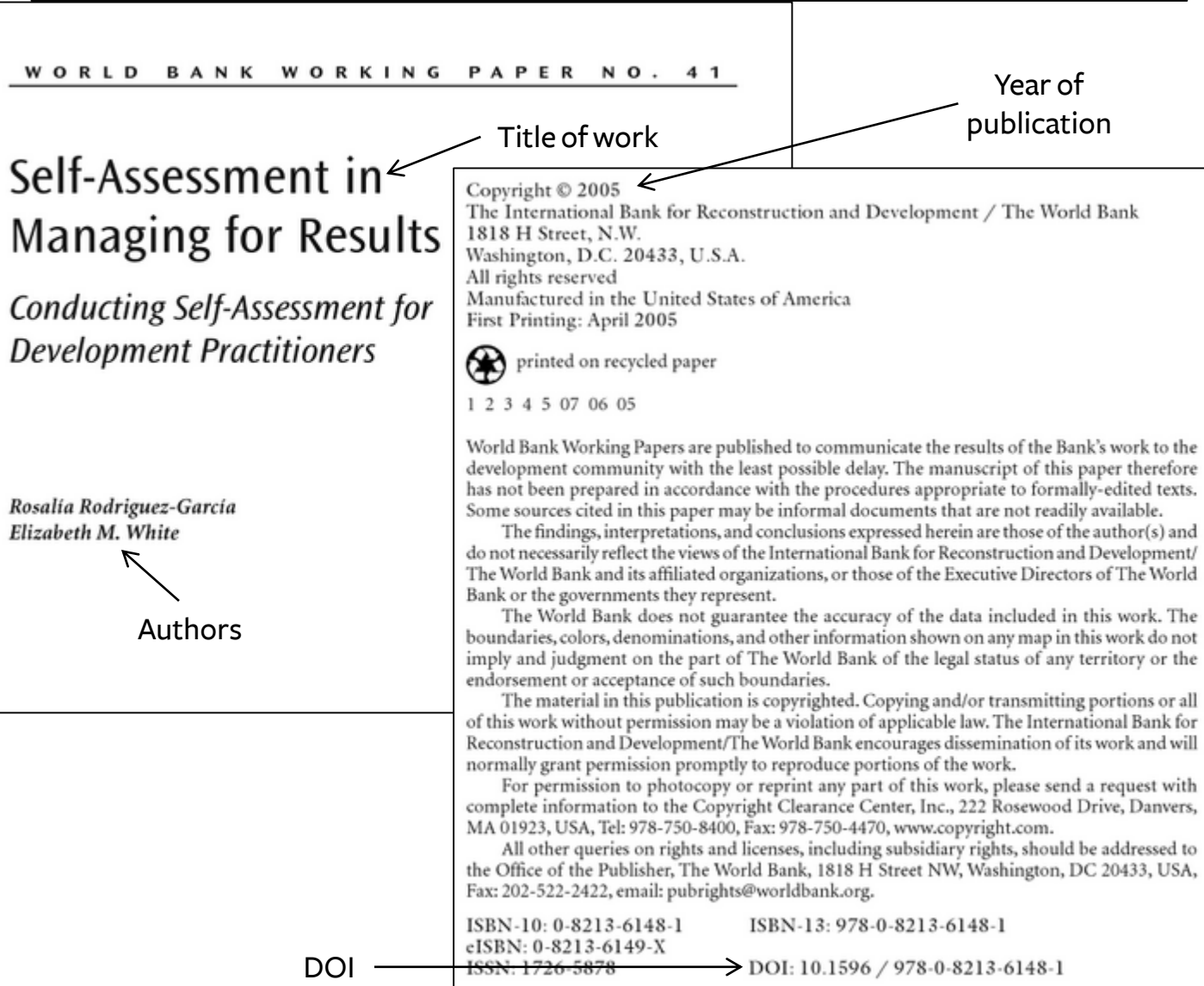
*Capitalize the first letter of the first word of the title and any subtitles (the first word that follows a colon), as well as the first letter of any proper nouns. See our APA Citation Basics guide or the APA Publication Manual for more information.

Citing an e-book found in a database

*Some e-books may be available online through your library's databases or catalog.

Structure:

Author, F. M. (Year of publication). *Title of work*. Retrieved from <http://xxxxx> OR doi:xxxxx



WORLD BANK WORKING PAPER NO. 41

Self-Assessment in Managing for Results

Conducting Self-Assessment for Development Practitioners

Rosalía Rodríguez-García
Elizabeth M. White

Copyright © 2005
The International Bank for Reconstruction and Development / The World Bank
1818 H Street, N.W.
Washington, D.C. 20433, U.S.A.
All rights reserved
Manufactured in the United States of America
First Printing: April 2005

printed on recycled paper

1 2 3 4 5 07 06 05

World Bank Working Papers are published to communicate the results of the Bank's work to the development community with the least possible delay. The manuscript of this paper therefore has not been prepared in accordance with the procedures appropriate to formally-edited texts. Some sources cited in this paper may be informal documents that are not readily available.

The findings, interpretations, and conclusions expressed herein are those of the author(s) and do not necessarily reflect the views of the International Bank for Reconstruction and Development/ The World Bank and its affiliated organizations, or those of the Executive Directors of The World Bank or the governments they represent.

The World Bank does not guarantee the accuracy of the data included in this work. The boundaries, colors, denominations, and other information shown on any map in this work do not imply and judgment on the part of The World Bank of the legal status of any territory or the endorsement or acceptance of such boundaries.

The material in this publication is copyrighted. Copying and/or transmitting portions or all of this work without permission may be a violation of applicable law. The International Bank for Reconstruction and Development/The World Bank encourages dissemination of its work and will normally grant permission promptly to reproduce portions of the work.

For permission to photocopy or reprint any part of this work, please send a request with complete information to the Copyright Clearance Center, Inc., 222 Rosewood Drive, Danvers, MA 01923, USA, Tel: 978-750-8400, Fax: 978-750-4470, www.copyright.com.

All other queries on rights and licenses, including subsidiary rights, should be addressed to the Office of the Publisher, The World Bank, 1818 H Street NW, Washington, DC 20433, USA, Fax: 202-522-2422, email: pubrights@worldbank.org.

ISBN-10: 0-8213-6148-1 ISBN-13: 978-0-8213-6148-1
eISBN: 0-8213-6149-X
ISSN: 1726-5878

DOI: 10.1596 / 978-0-8213-6148-1

Citation:

Rodríguez-García, R., & White, E. M. (2005). *Self-assessment in managing for results: Conducting self-assessment for development practitioners*. doi: 10.1596/9780-82136148-1

Citing an e-book from an e-reader (Kindle, iPad, nook, etc.)

Structure:

Author, F. M. (Year of publication). *Title of work* [E-reader version]. Retrieved from <http://xxxxx> OR doi:xxxxx

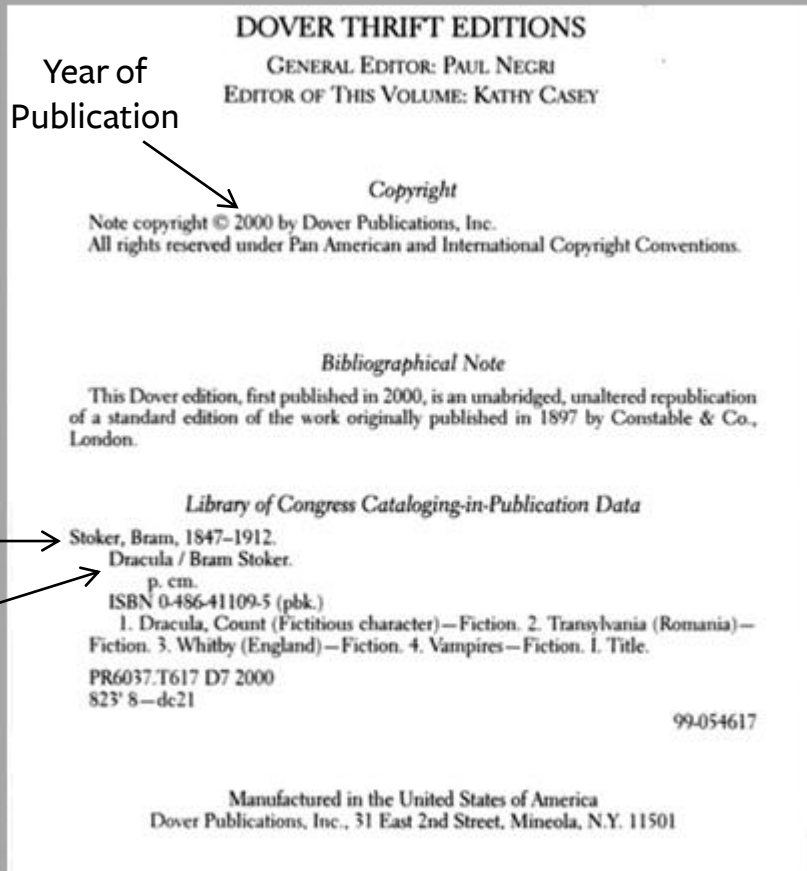
Version

Kindle HDX

Year of Publication

Author

Book title



Citation:

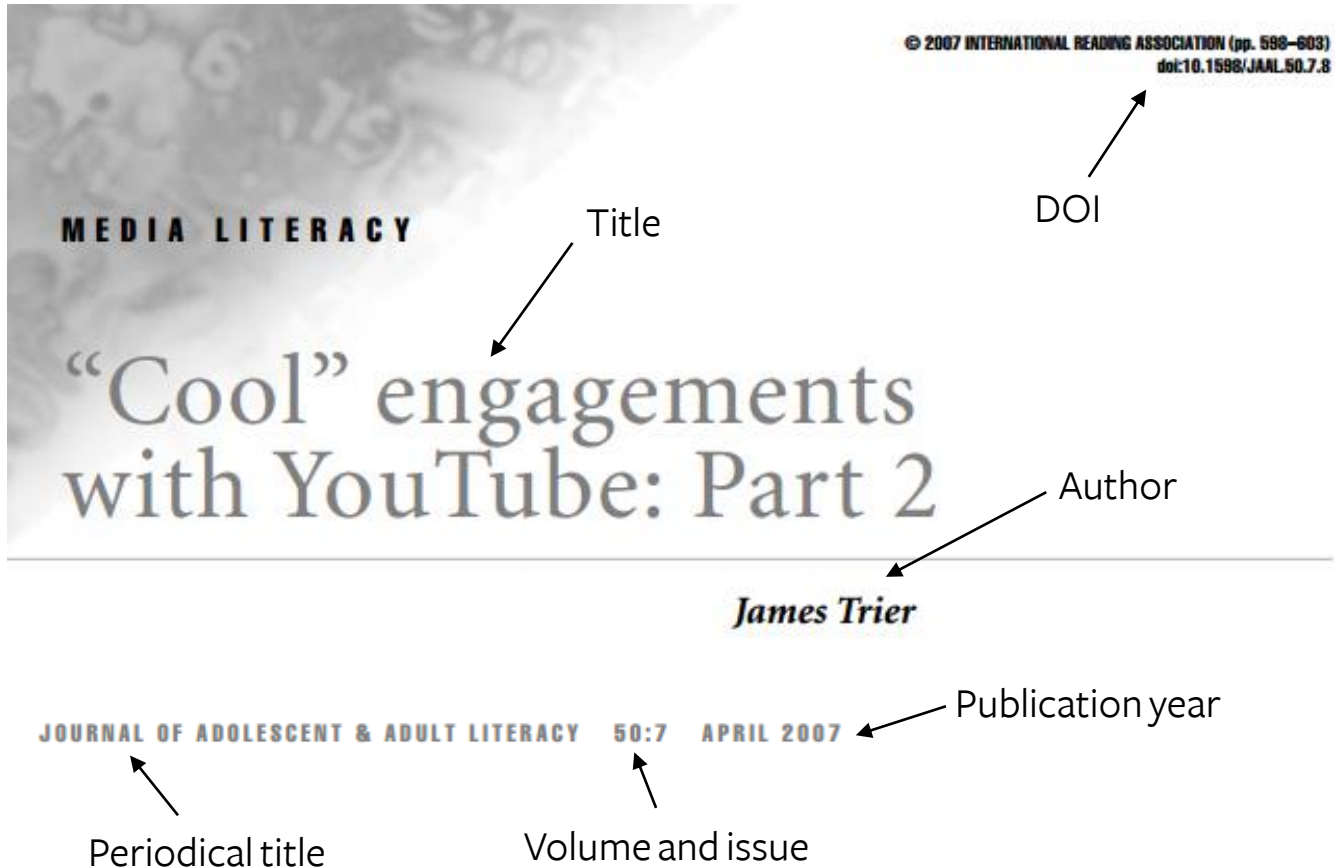
Stoker, B. (2000). *Dracula* [Kindle HDX version]. Retrieved from <http://www.overdrive.com/>

Citing a journal article found online (in a database or elsewhere)

Structure:

Author, F. M. (Publication year). Article title. *Periodical Title*, Volume(Issue), pp.-pp. doi:XX.XXXXXX OR Retrieved from journal URL

*Database information and retrieval date are not required in APA journal article citations.



Citation:

Trier, J. (2007). "Cool" engagements with YouTube: Part 2. *Journal of Adolescent & Adult Literacy*, 50(7), 598-603. doi:10.1598/JAAL.50.7.8

*If no DOI is listed, use the periodical's homepage URL (e.g., Retrieved from [http://onlinelibrary.wiley.com/journal/10.1002/\(ISSN\)1936-2706](http://onlinelibrary.wiley.com/journal/10.1002/(ISSN)1936-2706)).

Citing a journal article found in print

Structure:

Author, F. M., Author, F. M., & Author, F. M. (Publication year). Article title.
Periodical Title, Volume(Issue), pp.-pp.

Is Social Media Too Social for Class? A Case Study of Twitter Use

Title

By Meng-Fen Grace Lin, Ellen S. Hoffman, Claire Borengasser, University of Hawaii at Manoa

Author

Publication year

Volume 57, Number 2

TechTrends • March/April 2013

39

Volume and issue

Periodical title

Citation:

Lin, M. G., Hoffman, E. S., & Borengasser, C. (2013). Is social media too social for class? A case study of Twitter use. *TechTrends*, 57(2), 39-45.

Citing a newspaper in print

Structure:

Author, F. M. (Year, Month Date of publication). Article title. *Newspaper Title*, pp. xx-xx.

*If the article is printed on discontinuous pages, list all of the page numbers/ranges and separate them with a comma. (e.g., pp. C2, C4, C7-9.)



The diagram shows a clipping from **The Pittsburgh Press**, dated **WEDNESDAY, MARCH 7, 1990**. The clipping is on page **A4**. The article title is **Bills target Lake Erie mussels**, written by **Lee Bowman**. The article discusses the environmental impact of zebra mussels in the Great Lakes and the proposed \$40 million counterattack by lawmakers. The U.S. Fish and Wildlife Service estimates the damage to the Great Lakes basin could exceed \$5 billion. The legislation introduced yesterday would set up regional commissions working under the Interior

Labels and arrows pointing to the corresponding parts of the clipping:

- Newspaper title**: Points to "The Pittsburgh Press"
- Publication date**: Points to "WEDNESDAY, MARCH 7, 1990"
- Page**: Points to "A4"
- Article title**: Points to "Bills target Lake Erie mussels"
- Author**: Points to "By Lee Bowman"

Citation:

Bowman, L. (1990, March 7). Bills target Lake Erie mussels. *The Pittsburgh Press*, pp. A4.

Citing an online newspaper

Structure:

Author, F. M. (Year, Month Date of publication). Article title. *Newspaper Title*. Retrieved from newspaper homepage URL



The screenshot shows a web browser displaying a Los Angeles Times article. Annotations with arrows point to the following elements:

- Newspaper title:** Points to the "Los Angeles Times" masthead.
- Article title:** Points to the headline "Flu shots may reduce risk of heart attacks, strokes and even death".
- Author:** Points to the byline "By Karen Kaplan".
- Publication date:** Points to the date and time "October 22, 2013 | 2:18 p.m.".

Below the headline, there is a small photo of a man getting a flu shot and a caption: "45% of Americans got a flu shot last year; CDC says we can do better". The article text begins with: "Get a flu shot to ward off a case of influenza, and as an added bonus you'll reduce your risk of a heart attack, stroke or other type of unpleasant 'cardiovascular event,' a new study finds."

Citation:

Kaplan, K. (2013, October 22). Flu shots may reduce risk of heart attacks, strokes and even death. *Los Angeles Times*. Retrieved from <http://www.latimes.com>

*Use the URL of the newspaper's home page to avoid broken links.


Tips for Citing Online Newspaper Articles

- You do **not** need to include retrieval information (e.g., date of access) in APA citations for electronic resources.
- If you found a newspaper article through an online database (e.g., EBSCO's Academic Search Complete), you do not need to include that information in the citation, either.
- If a URL runs across multiple lines of text in the citation, break the URL off before punctuation (e.g., periods, forward slashes) – *except* `http://`.
- When you use a bibliography tool like EasyBib to help you with your citations, make sure you are citing a *newspaper article* – not a website!

Cite a Newspaper [Help](#)

[MLA 6](#) [MLA 7](#) **APA** [Chicago/Turabian](#)

Just fill out what you know. We'll format it correctly.

Search for article: [Autocite!](#)
 Type in the article name you are looking for! Powered by 


latimes.com is credible. [Learn more »](#)

Please confirm or modify the information below!

We get our data from outside sources, so please double-check.

Medium: [In print](#) [Online](#) [Online database](#) [Help](#)

Source type: ☒ Published directly online
☐ Originally in print

Source type: 
 Change the source type if necessary.

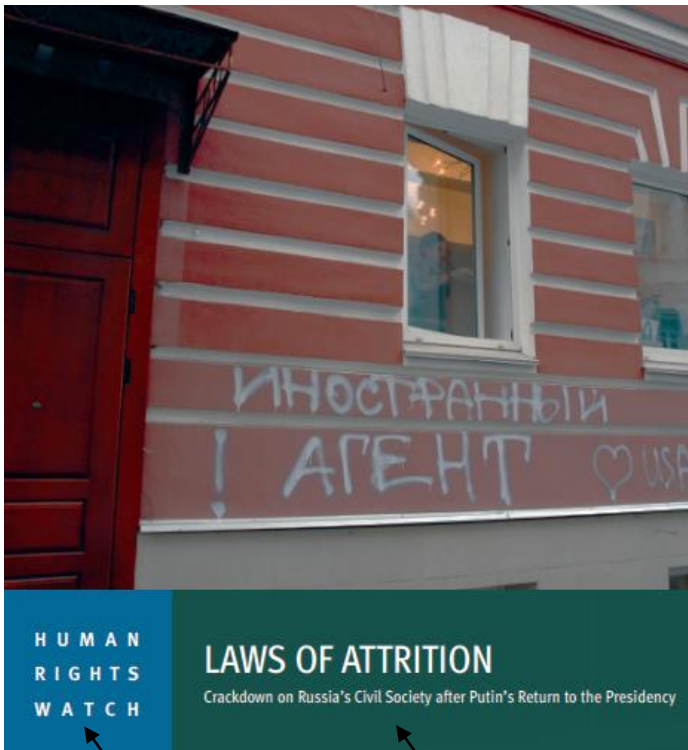
Citing an online report

Structure:

Author, F. M. (Publication year). *Title of report* (Report No. XXX). Retrieved from Agency name website: URL

*If the agency is identified as the author, do not include it in the retrieval information.

Cover page



Agency name

Title of report

Title page

Publication year

Copyright © 2013 Human Rights Watch
All rights reserved.
Printed in the United States of America
ISBN: 978-1-62313-006-0
Cover design by Rafael Jimenez

Acknowledgements page

This report was researched and written by Yulia Gorbunova, research and Central Asia division of Human Rights Watch, and Konstantin

Author

Citation:

Gorbunova, Y. (2013). *Laws of attrition: Crackdown on Russia's civil society after Putin's return to the presidency*. Retrieved from Human Rights Watch website: http://www.hrw.org/sites/default/files/reports/russia0413_ForUpload_o.pdf

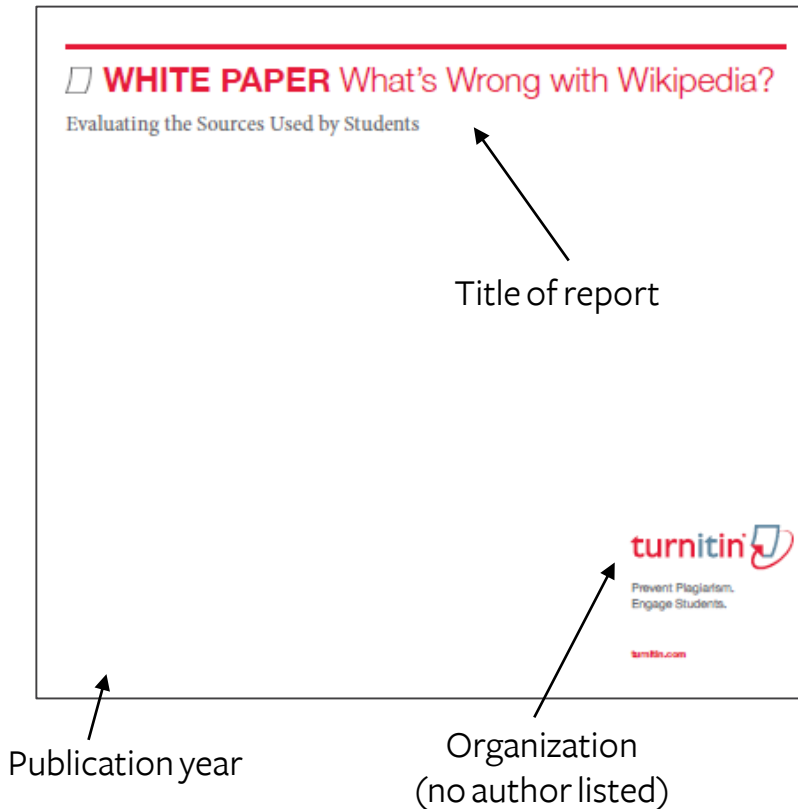
Citing a print report

Structure:

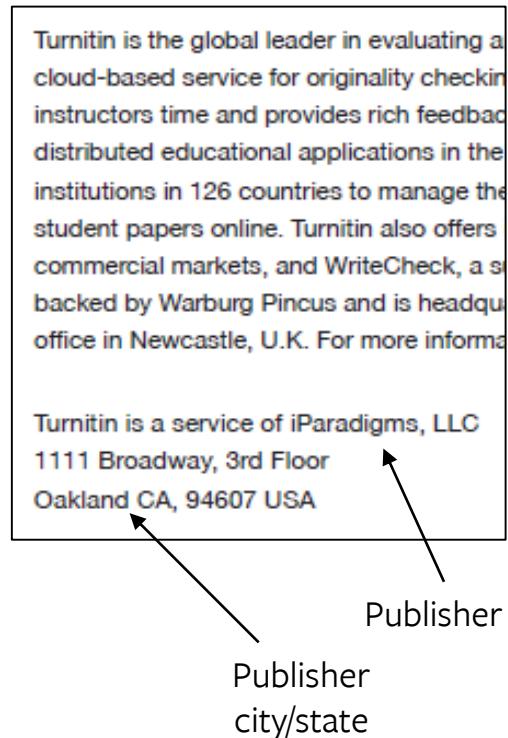
Author, F. M. (Publication year). *Title of report* (Report No. XXX). Publisher
City, State: Publisher.

*If no specific author is identified, list the organization behind the report.

Cover page



Acknowledgements page



Citation:

Turnitin. (2013). *What's wrong with Wikipedia?: Evaluating the sources used by students*. Oakland, CA: iParadigms, LLC.

*Since no report number was identified, it was not included in the citation.

Citing a scholarly project (thesis, dissertation, etc.) from a database


Structure:

Author, F. M. (Publication year). *Title of dissertation/thesis* (Doctoral dissertation or Master's thesis). Retrieved from Name of database. (Accession or Order No.)

Title of dissertation




Media Epidemics: Viral Structures in Literature and New Media


Authors: Knight, Kimberly Anne 

Source: Dissertation Abstracts International, Section A: The Humanities and Social Sciences (DAIA) 2012 Dec; 73 (6)U of California, Santa Barbara, 2011 *Abstract no:* DA3495687 [Journal Detail] 

Peer Reviewed: No

ISSN: 0419-4209

Accession Number: 2013420395 

Database: MLA International Bibliography 

Publication year

Accession no.

Name of database

Citation:

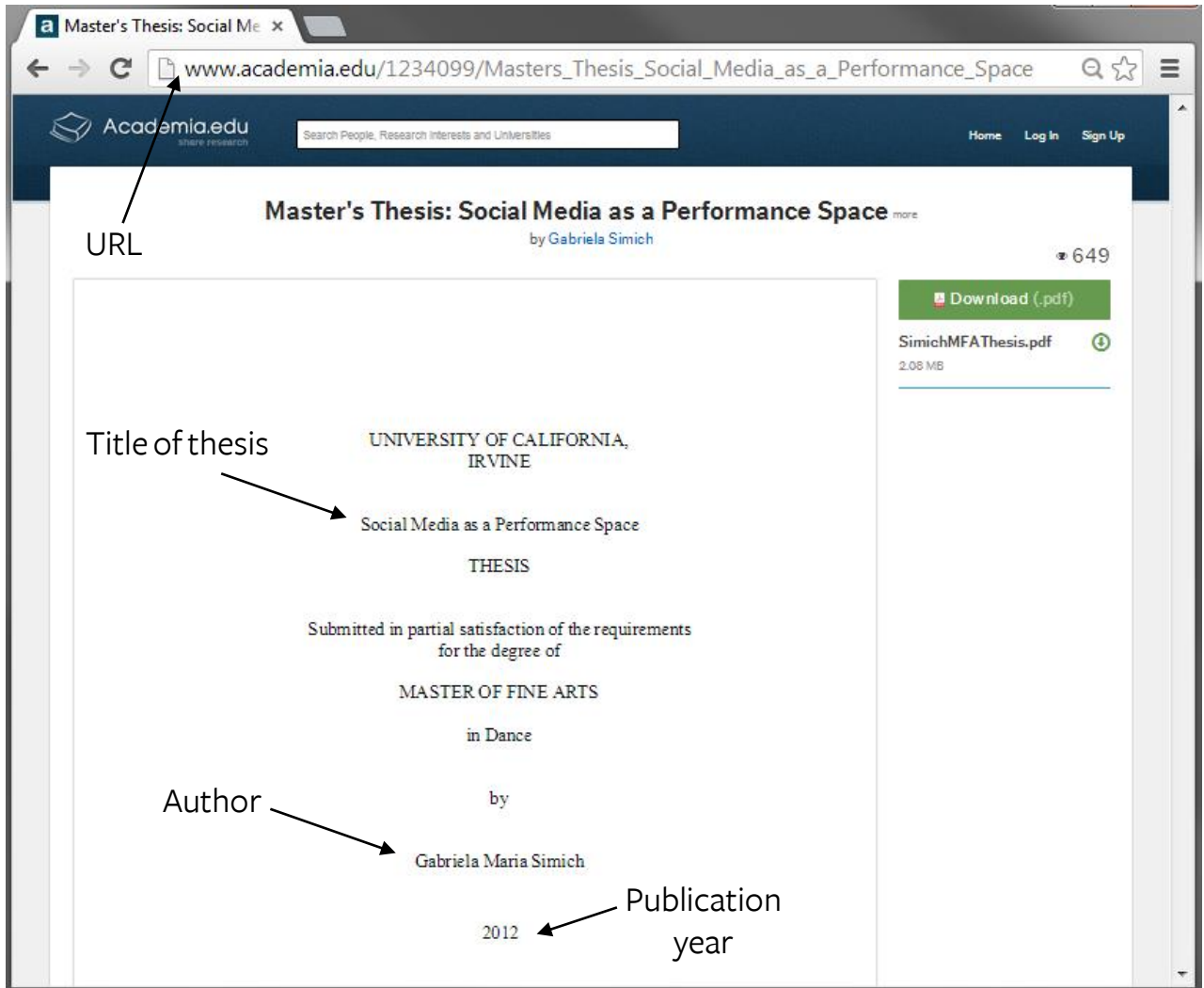
Knight, K. A. (2011). *Media epidemics: Viral structures in literature and new media* (Doctoral dissertation). Retrieved from MLA International Bibliography database. (Accession No. 2013420395)



Citing a scholarly project (thesis, dissertation, etc.) from a website

Structure:

Author, F. M. (Publication year). *Title of dissertation/thesis* (Doctoral dissertation or Master's thesis). Retrieved from URL



The screenshot shows a web browser displaying a thesis page on Academia.edu. The URL in the address bar is www.academia.edu/1234099/Masters_Thesis_Social_Media_as_a_Performance_Space. The page title is "Master's Thesis: Social Media as a Performance Space" by Gabriela Simich. The page content includes the university name "UNIVERSITY OF CALIFORNIA, IRVINE", the title "Social Media as a Performance Space", the word "THESIS", the degree "MASTER OF FINE ARTS in Dance", the author "Gabriela Maria Simich", and the year "2012". Annotations with arrows point to these elements: "URL" points to the address bar; "Title of thesis" points to "Social Media as a Performance Space"; "Author" points to "Gabriela Maria Simich"; and "Publication year" points to "2012".

Structure:

Simich, G. M. (2012). *Social media as a performance space* (Master's thesis). Retrieved from http://www.academia.edu/1234099/Masters_Thesis_Social_Media_as_a_Performance_Space

*In this case, the URL runs across two lines. When this happens, break the URL after a forward slash or other punctuation.

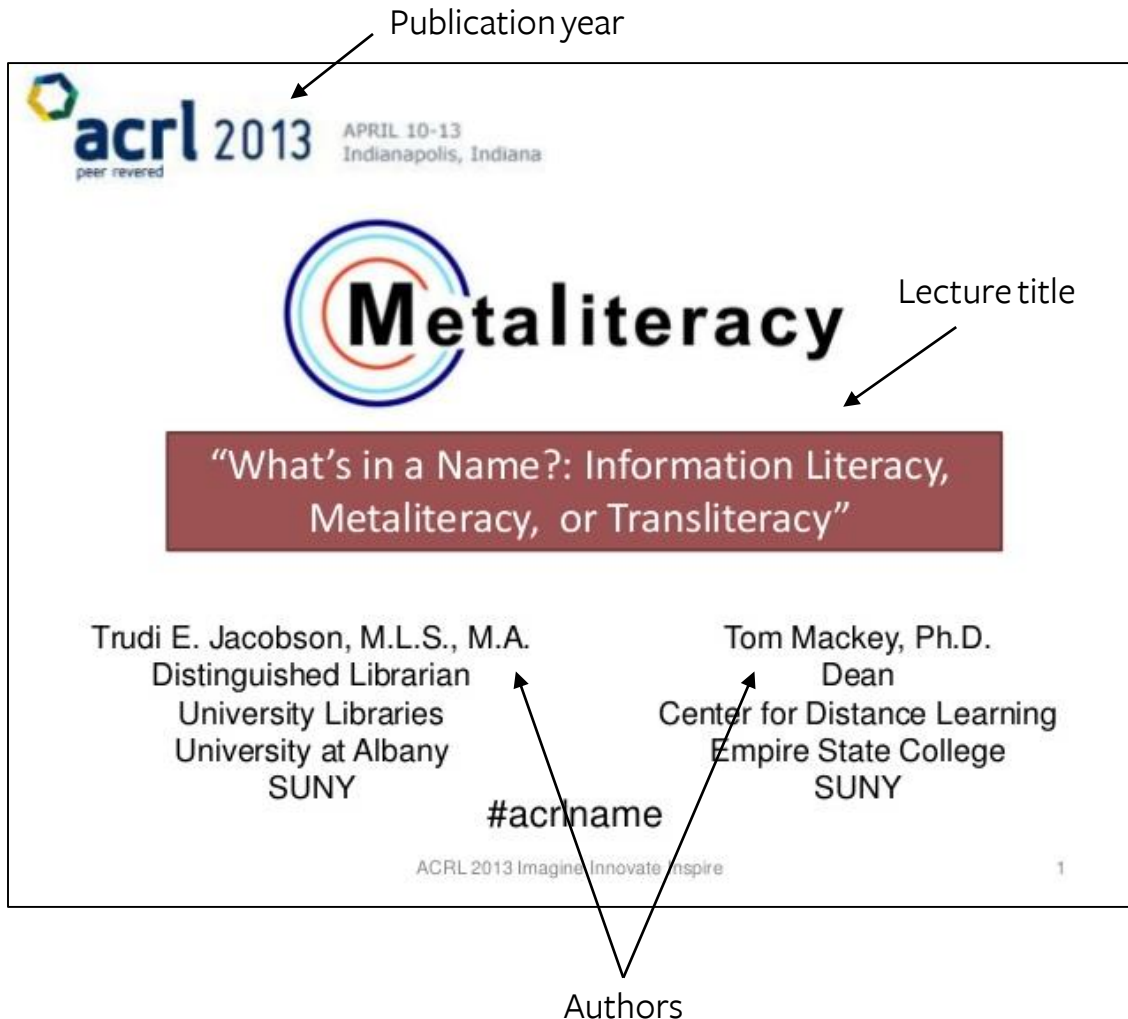
Citing online lecture notes or presentation slides

Structure:

Author, F. M. (Publication year). *Name or title of lecture* [file format].
Retrieved from URL

*If you are citing a classroom presentation, include the same data except the retrieval information.

Title Slide of Lecture



Publication year

Lecture title

Authors

Citation:

Jacobson, T. E. & Mackey, T. (2013). *What's in a name?: Information literacy, metaliteracy, or transliteracy* [PowerPoint slides]. Retrieved from <http://www.slideshare.net/tmackey/acrl-2013>

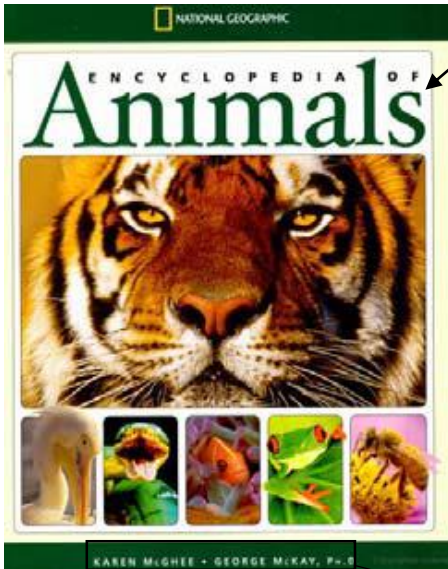
Citing an encyclopedia entry in print

Structure:

Author, F. M. (Publication year). Entry title. In *Encyclopedia title*. (Vol. XX, pp. XX-XX). City, State of publication: Publisher.

*Tertiary sources are not typically appropriate for research papers. Check with your instructor.

Front Cover



Encyclopedia title

Title Page(s) Provide Publication Information

Conceived and produced by Weldon Owen Pty Ltd
61 Victoria Street, McMahon's Point
Sydney, NSW 2060, Australia

First published in North America in 2007 by the
National Geographic Society
1145 17th Street N.W.
Washington, D.C. 20036-4688

For information about special discounts for bulk purchases,
please contact National Geographic Books Special Sales:
ngspeccsales@ngs.org

Copyright © 2007 Weldon Owen Inc.

Publication year

First published in North America in 2007 by
the National Geographic Society 1145 17th
Street N.W. Washington, D.C. 20036-4688

Publisher

City of publication

Karen McGhee and George McKay

Author(s)

First Page of the Article



Page Number

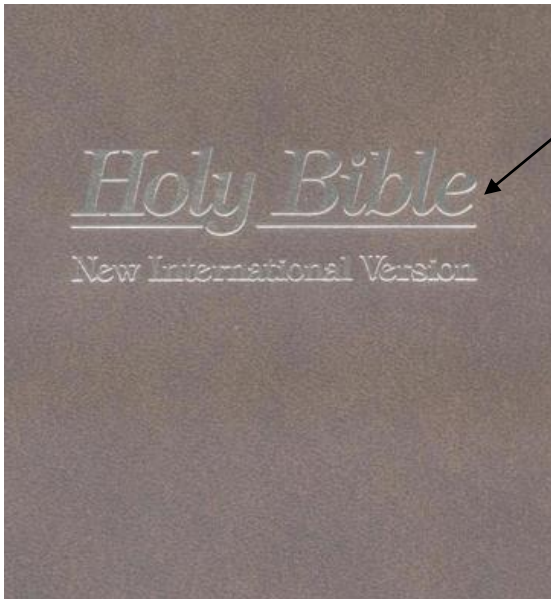
Entry title

Citation:

McGhee, K., & McKay, G. (2007). Insects. In *Encyclopedia of animals* (p. 175). Washington, D.C.: National Geographic Society.

Take note!

Classical religious texts, like the Bible, do not require a citation in the reference list in APA style. However, you must include an in-text citation anytime you reference these texts in your writing.



Bible title and version

If the **version** of the Bible you are using is relevant, mention it in the **first reference** in your writing – this can be as either a general reference or a formal in-text citation.

In-text Citations

- When quoting or paraphrasing specific excerpts from the text, **include the “relevant names and/or numbers of chapters/verses/lines”** in your in-text citation (Lee, 2009).

In-text citation:

The Bible extols the virtues of love; “Love is patient, love is kind. It does not envy, it does not boast, it is not proud” (1 Cor. 13:4 New International Version).

Remember, you only need to cite the version of the Bible used in the first general reference to or in-text citation of the source. In all other instances, leave it out.

Source: Lee, C. (2009, December 31). Happy holiday citing: Citation of classical works [Web log post].