Donnelley and Lee Library

Examples of References Commonly Cited at Lake Forest College
Not Shown in the Hacker *A Pocket Style Manual* or the Harvard guide
Using APA Style, *with* MS Word Formatting Tips

Examples below:

- Article (magazine article and/or on microfilm)
- Article (newspaper and/or
    available only in a database)
- Article (reprint and/or chapter in a titled volume)
- Article (scholarly journal):
  - Paginated by issue and/or 8 or more authors
  - Supplement or special issue
  - Online only with no page numbers
- Ebook
- Ebook chapter—edition of a numbered volume

- Government document (Hearing —online)
- Indirect or secondhand source —a source cited in another source
- Moodle (chapter of an unknown book)
- Software
- Test from PsycTESTS
- Translation and/or one volume of a set
- Twitter tweet
- Video—online

Article: Magazine article (on microfilm)

Wolf, N. (1997, March-April). The making of a slut [Microfilm]. *Ms., 7*(5), 44-48. Donnelley and Lee

Library, Lake Forest College, Lake Forest, IL.

➢ APA does not require the medium or location of the source, but it is included here because only the microfilm version was available.

Article: Newspaper (only available from LexisNexis, Google News Archive, or other database)

Flam, F. (2012, January 30). Penn research finds genetic link between Native Americans, Russian

region. *The Philadelphia Inquirer,* p. A02. Retrieved from

http://www.lexisnexis.com/lnacui2api/api/version1/getDocCui?lni=54VC-1YJ1-JC3R-

B1N3&csi=247189&hl=t&hv=t&hnsd=f&hns=t&hgn=t&oc=00240&perma=true

➢ The *Publication Manual* of the APA states: "Some…documents…can only be found in electronic databases….give the home or entry page URL for the online archive" (2010, p. 192). However, your professors will find a permanent URL to the article more helpful.

➢ Only use permanent URLs. For example, in LexisNexis, click the link icon to get the permanent URL.

Article: Reprint (article with a new title as a chapter in an edited book that is a volume of a series, each volume having a unique title)

Davin, A. (2012). Family and domesticity: Food in poor households in late nineteenth-century London.

In F. Parasecoli & P. Scholliers (Series Eds.), *A Cultural History of Food: Vol. 5: In the age of*

empire (M. Bruegel, Ed., pp. 141-164). New York, NY: Berg. (Reprinted from "Loaves and

fishes: Food in poor households in late nineteenth-century London," 1996, *History Workshop*

Journal, 41, 167-192. doi:10.1093/hwj/1996.41.167)

➢ The in-text citation for a reprint includes both dates: (Davin, 1996/2012)

➢ See more examples on pages 203-204 of the *Publication Manual of the APA,* 6th edition.

Article: Scholarly journal articles in print or online

➢ Both print and online article references include a Digital Object Identifier (DOI) when it is available. Your instructor may prefer the non-hyperlinked DOI (shown in the first example), or one of the hyperlinked versions of the DOI shown below, or even no DOI, but choose one style and stick with it throughout your references—unlike the variety shown here!

➢ The issue number is not included unless the journal is paginated by issue or by article.
EBSCOhost and most other citation software incorrectly include the issue number in all citations.

Most APA journal references will look like this with just a volume number followed by page numbers:

Aaker, J. L., Rudd, M., & Mogilner, C. (2011). If money does not make you happy, consider time.

Journal of Consumer Psychology, *21*, 126-130. doi:10.1016/j.jcps.2011.01.004

➢ For 3-5 authors, the first citation lists all (Aaker, Rudd, & Mogilner, 2011);
subsequent citations have the first author followed by "et al." (Aaker et al., 2011).

Article paginated by issue or by article with 8 or more authors
An article in issue number 12 that starts on page 1 is *not* from a journal paginated by volume; include the issue number after the volume number, in parentheses, to differentiate the article from all of the other articles in that volume of the journal also starting on page 1:

Childs, L. M., Buckee, C. O., Cai, F. Y., Mitchell, S. N., Catteruccia, F., Kakani, E. G., . . . Gabrieli, P.

(2016). Disrupting Mosquito Reproduction and Parasite Development for Malaria Control. *PLOS*

Pathogens, *12*(12), 1-20. http://dx.doi.org/10.1371/journal.ppat.1006060

➢ For the reference to an article with 8 or more authors: List the first 6 authors followed by and ellipsis of 3 spaced periods (. . .) followed by the last author. EBSCOhost software erroneously includes an ampersand before the ellipsis.

➢ For the in-text citation to an article with 6 or more authors, give the first author followed by "et al.," like this: (Childs et al., 2016)

Supplement or special issue article
Include that information after the volume number, in parentheses:

Hardy, J. (2006). Alzheimer's disease: The amyloid cascade hypothesis: An update and reappraisal.

Journal of Alzheimer's Disease, 9(Suppl. 3), 151-153. https://doi.org/10.3233/JAD-2006-9S317

An online-only article with no page numbers can often be located in a PDF version with page numbers, but not always:

Lambert, M., & Yates, D. (2015). Crime, controversy and the comments section: Discussing

archaeological looting, trafficking, and the illicit antiquities trade online. *Internet Archaeology*

39. https://doi.org/10.11141/ia.39.6

➢ To quote from an article with no page numbers, name the section (or a descriptive heading in quotes—see page 179 of the *Publication Manual of the American Psychological Association*, 6th ed. for more examples) followed by the abbreviation "para.," like this:

Plagiarism of Yates' work "ranged from bloggers improperly citing other blogs (which had cited me) as

their source of information, to a whole-host theft of my words posted without attribution on the website of

an organisation that I do not support." (Lambert & Yates, 2015, 3.1.2 Experience, para. 3).

Ebook

Menchaca, M. (2011). *Naturalizing Mexican immigrants: A Texas history*. Retrieved from

http://site.ebrary.com/lib/lakeforest/Doc?id=10477340

➢ APA style does not include physical publication information for ebook references.

Ebook authored chapter/selection in an edited ebook, in an edition other than the first, from an untitled volume of a multi-volume set

Bosworth, S. & Cobb, S. Hardware elements of security. (2014). In S. Bosworth, M. E. Kabay, & E.

Whyne (Eds.). *Computer security handbook* (6th ed., Vol. 1, pp. 4.1-4.27). Retrieved from

http://site.ebrary.com/lib/lakeforest/Doc?id=10851665

➢ APA does not include place of publication or original print publisher for ebook references.

Government document (Congressional hearing — online)

The dawn of learning: What's working in early childhood education: Hearing before the Subcommittee

on Education Reform of the Committee on Education and the Workforce, House of

Representatives, 107th Cong. 38 (2001) (testimony of Margaret Lopez). Retrieved from

http://www.gpo.gov/fdsys/pkg/CHRG-107hhrg80037/pdf/CHRG-107hhrg80037.pdf

➢ The first page number (in this example, page 38) of the hearing or of the beginning of the cited testimony is placed before the year.

Indirect or secondhand source cited in another source and the original is not available

In-text citation (quoting Scott)

In his 1988 unpublished papers, Hugh J. Scott, the dean of Hunter College Elementary School, wrote of diversity that "Equity and excellence are not only compatible, but constitute non-negotiable imperatives…" (as cited in Subotnik, Kassan, Summers, & Wasser, 1993, p. 95).

Reference for this quote:

Subotnik, R. F., Kassan, L., Summers, E., & Wasser, A. (1993). *Genius revisited: High IQ children*

grown up. Norwood, NJ: Ablex.

➢ An in-text citation must always refer to the source in the reference list.
➢ It is always preferable to locate a copy of the original, quoted source.

Moodle (chapter of an unknown book)

[Lester]. (n.d.). Visual analysis. (Ch. 6, pp. 115-132). Retrieved from the Lake Forest College Moodle

database page for *Rhetoric and public memory (COMM 388 01, 2016-2017 spring)*

http://moodle2.lakeforest.edu/mod/resource/view.php?id=134574

➢ Missing authors or dates that can be inferred from the Moodle link, course syllabus, a library catalog, etc. can be added in square brackets.
➢ If there is no date, use (n.d.).
➢ If there is no author, begin with the title, followed by the date.

Software

Uitenbroek, D. (1997). SISA: Simple interactive statistical analysis [Computer software]. Retrieved

from http://www.quantitativeskills.com/sisa

Test from PsycTESTS

Schoenleber, M., Roche, M. J., Wetzel, E., Pincus, A. L., & Roberts, B. W. (2015). Brief-Pathological

Narcissism Inventory. *PsycTESTS*. doi:10.1037/t46381-000

Translation (a book that is one volume of a multi-volume set)

Bazin, A. (1971). *What is cinema*? (H. Gray, Trans.). (Vol. 2). Berkeley: University of California Press,

(Original work published 1967).

➢ The in-text citation for a reprint includes both dates: (Bazin, 1967/1971)

Twitter

Athar, S. [ReallyVirtual]. (May 1, 2011). Go away helicopter - before I take out my giant swatter :-/

[Tweet]. Retrieved from http://twitter.com/ReallyVirtual/status/64782523485528065

➢ Click on the tweet's time stamp to get its URL.
➢ Include up to the first 40 words of a tweet in the reference.
➢ See more on citing social media here on the APA blog: blog.apastyle.org/apastyle/2013/10/how-to-cite-social-media-in-apa-style.html
   and the *APA Style Guide to Electronic References* (ask at the reference desk for login credentials).
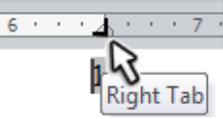
Video (online)

Gray, E. (Writer & Producer). (2001). Episode 5: The aging brain: Through many lives. [Television

series episode]. In Grubin, D. (Producer), & Kinoshita, J. (Science Editor), *The secret life of the*

brain. New York: Public Broadcasting Service. Retrieved from

https://lakeforest.kanopystreaming.com/video/episode-5-aging-brain-through-many-lives

Last updated November 12, 2017; See most recent version at lfc.edu/live/files/2342-apa-citation-examples-not-in-hacker
or at Citing Sources: lfc.edu/library/cite
Ask a librarian at: lfc.edu/library/ask   or: 847-735-5074

A Few MS Word Formatting Tips for an APA Style

	PC	Mac
Running head and page numbers	1. Put in any section breaks before formatting page numbers and the running head. 2. Double click inside the top 1" margin of your Word document's first page where the header should appear. 3. Under Header & Footer, make sure the box for "Different First Page" is checked. 4. Click Page Number (on a Windows PC, choose Top of Page and select the option to place the number at the right margin). 5. In front of the page number, type: 　Running head: SHORTENED VERSION OF TITLE IN ALL CAPS 6. Tab until the page number is at the right margin but not on a new line. 　If necessary, move the Right Tab to the right margin: 6. Scroll down to the next page, and 　again click Page Number and choose Top of Page 7. In front of the page number, type: SHORTENED VERSION OF TITLE IN ALL CAPS 8. Again, if necessary, move the Right Tab to the right margin, and then click the red button to close the Header/Footer.	If the ruler is not visible, at the top of the Word 2016 window, in the blue menu bar, click View and then put a check in the box for Ruler.
Make double spaced	1. Select any text you have already typed 2. `Ctrl` + `2` to double space	1. Select any text you have already typed 2. `Cmd` + `2` to double space
Start bibliography/references page	At the end of your paper's text: 1. `Ctrl` + `Enter` to start a new page 2. Type the word References 3. `Ctrl` + `E` to center 4. Enter 1 new paragraph 5. `Ctrl` + `E` to align left 6. `Ctrl` + `T` to create hanging indents	At the end of your paper's text: 1. Click Insert > Break > Page break 2. Type the word References 3. `Ctrl` + `E` to center 4. Enter 1 new paragraph 5. `Cmd` + `L` to align left 6. `Cmd` + `T` to create hanging indents
Create hanging indents in a reference list that you have already created	1. Select all of your references 2. If necessary, `Ctrl` + `2` to double space 3. `Ctrl` + `T` to create hanging indents 4. If necessary, remove extra paragraphs between each reference	1. Select all of your references 2. If necessary, `Cmd` + `2` to double space 3. `Cmd` + `T` to create hanging indents 4. If necessary, remove extra paragraphs between each reference