



APA CITATION OF SOURCES

PLAGIARISM

Failure to properly cite your sources is a form of academic dishonesty called plagiarism.

Plagiarism is considered:

- Failing to cite borrowed quotations and ideas
- Failing to enclose quotations in quotation marks
- Failing to put summaries into your own words

Sources must be cited in order to:

- Tell readers where your information is from so they can read more about a topic if interested
- Give credit to authors whose ideas and words you borrowed

You must cite:

- Direct quotations
- Statistics
- Specific facts
- Visuals, tables, graphs, diagrams
- Summaries/paraphrases
- Your ideas from previous papers



You do not need to cite:

Common knowledge - common knowledge is information that many readers may already know or that they can find in many sources

Examples:

The earth is round.

Sigmund Freud studied dream analysis.

The U.S has troops in many overseas locations.

However, make sure to cite any information that is controversial or easily debated.

IN-TEXT CITATIONS

APA uses the author-date method when citing sources in the text. There are different ways to include the author and date in your in-text citation. The APA recommended way has two steps.

- Introduce source with a signal phrase that includes the author's last name
- Insert the date and page number of original material

Any sources cited in text must be included on the reference page.

USING SIGNAL PHRASES

Signal phrases are used to indicate the source of a paraphrase or direct quote and to signal a change from one author's ideas to another's. Signal phrases start the beginning of a sentence and new source and include the author's last name; there are a few different ways to start a signal phrase, depending on the type of information you are presenting. The following are a few examples, but there are many more signal phrases that you could choose.

According to Jones...

Jones argued that...

Jones suggested...



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As stated by Jones...

For more detailed information on signal phrases, see the “APA Integration of Sources” sheet.

What to do when:

I am not using a signal phrase: although APA encourages the use of signal phrases, you have other options for citing in text. You can choose to not use a signal phrase for a sentence and cite in the following way:

The iPhone is a better-quality phone than the Android (Jones, 2013).

Or, if you have a direct quote:

“The iPhone is a better-quality phone than the Android” (Jones, 2013, p.150).

DATES

You must also always include the date the source was published along with the signal phrase. You can choose to do this in a few ways:

According to Jones (2013), the iPhone is a better-quality phone than the Android.

The date in parenthesis immediately after the author’s name.

Jones argued that the iPhone is a better-quality phone than the Android (2013).

The date in parenthesis at the end of the sentence.

What to do when:

There is no date: When the date is unknown, use the abbreviation “n.d.”

According to Smith (n.d.), the United States has a diminishing line between the lower and middle classes.



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According to Smith, the United States has a diminishing line between the lower and middle classes (n.d.).

PAGE NUMBERS

Page numbers are only necessary when you are using a direct quotation. You can also choose to include page numbers in multiple ways. If the above example is a direct quote:

According to Jones (2013), “the iPhone is a better-quality phone than the Android” (p. 150).

The date in parenthesis immediately after the author’s name and the page number at the end of the sentence.

Jones argued that “the iPhone is a better-quality phone than the Android” (2013, p. 150).

The date and page number in parenthesis at the end of the sentence.

You should not cite a source in the following way:

On page 150 of Jones’s 2013 article, he said the iPhone is a better-quality phone than the Android.

What to do when:

There are no page numbers: Count the paragraphs that the borrowed information is from, and if the source has labeled sections, use these in the citation as well.

According to Smith (2013), “The United States has a diminishing line between the lower and middle classes” (Poverty and Age section, para. 10).

Or if the source does not have labeled sections,

According to Smith (2013), “The United States has a diminishing line between the lower and middle classes” (para. 10).



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RULES FOR AUTHORS

Many sources have more than one author, and there are different rules for citing sources with multiple authors.

Academic Year:	2015 – 2016	2016 - 2017
A work by two authors	List both authors in the signal phrase or in the parentheses each time you cite the work. Use the word “and” between the authors’ names within the text and use the ampersand in the parentheses.	Research by Smith and Jones (1999) shows that... Or (Smith & Johns, 1999)
A work by three to five authors	List all the authors in the signal phrase or in parentheses the first time you cite the source. In subsequent citations, only use the first author’s last name followed by “et al.” in the signal phrases or in parentheses.	First time: (Smith, Jones, Sun, Berry, & Helms, 1999) Second time: (Smith et al., 1999)
A work by six or more authors	Use the first author’s name followed by “et al.” in the signal phrase or in parentheses the first you cite and all subsequent times.	Harrison et al. (2011 argued... Or (Harrison et al., 2011)
A work by an unknown author	Cite the source by its title in the signal phrase or use the first word or tow in the parentheses. Titles of books and reports are italicized or underlined; titles of articles, chapters, and web pages are in quotation marks.	A similar study was done of students learning to format research papers (“Using APA.” 2001).

What to do when:

My source has no author: Use the title in place of the author.

There is a strong link between obesity, fast food consumption, and diabetes (“Exercise and Healthcare”, 2013).

The author has the same last name as another one of my sources: Use the author’s first initial along with last name.

R. Johnson (1999) stated that there is a growing epidemic amongst younger generations regarding healthy and organic meals.



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The title is very long: Use a shortened version of the title using the first few words. In this example the full title is “Childhood Vaccines and their Effects on Growth and Brain Development.”

Many scientists believe that certain vaccines can stunt growth and even cause development problems such as autism (“Childhood Vaccines,” 2000).

How do I know whether to use italics or quotes for a title?: APA has specific rules for italicizing and placing quotation marks around titles of different source types.

Italics:

Book

Web reports

Quotations:

Newspaper

Magazine

Journal article

Web page

BLOCK QUOTES

As a general rule, set quotes longer than forty words off from the rest of the text by using a block quote. Indent it one-half inch from the left margin and use the normal right margin. Always double space the indented quotation. You do not need to put quotes around it. You can introduce the quotation with a sentence followed by a colon.

During the recession, economist Paul Strayer tells CNN what reality was like for consumers:

Middle-class people could no longer afford the basic necessities to live in their houses; they couldn’t pay their utility bills, no electric, no gas, no water. They scrounged every penny to pay a mortgage rather than their other bills, and with soaring taxes and cost of living and stagnant wages, an exponential increase in foreclosures was inevitable. (p. 15-16)

INDIRECT SOURCES

When using a source (original source) that was cited within another source (secondary source), name the original source in your signal phrase and the secondary source in the



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parenthesis preceded by the words “as cited in.” In this example, Smith is the original source and Hayner is the secondary source.

According to Smith, the Affordable Care Act will not work as intended if a significant amount of young, healthy people do not enroll (as cited in Hayner, 2014).



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