Library Call Number: Ref BF 76.7 .P83 2010

**General Notes:**
- Double-space all citations; the examples below are single-spaced to conserve space. If a citation runs more than one line, indent the following line(s) one-half inch from the left margin. 2.11, 8.03
- Times New Roman 12-pt. font size is the preferred typeface for APA publications. Consult your assignment guidelines for your instructor’s specifications.
- Arrange the list of all the references you used (books, articles, URLs, and so on) in alphabetical order by the surnames of the first authors. In APA format, this list appears on a separate page titled *References*. 6.25
- The print books (paper format) listed below can be found in the College Library; you may want to compare the actual book with its citation for clarity.
- Notes and examples include the applicable section numbers of the APA manual (e.g., 8.03 = Chapter 8, section .03).

**Notes on the Format of Citation Elements:**

**Author:** Last Name, First Initial. Middle Initial. 6.27
This rule holds true no matter how many authors are listed on the book’s title page.

**Editor:**
If your book has no author but instead lists only the editor(s)’s name(s), use the same author format above. Add *(Ed.)* or *(Eds.)* after the last editor.

**Translator:**
The translator(s)’s name(s) appears in parentheses after the complete title in the following format: *(X. Translator & Y. Translator, Trans.)*.<period>

> Names of editors, translators or compilers are not reversed if they appear in the middle of the citation. (See citation formats for book chapters.)

**Multiple Authors or Editors**  6.27, 7.02
Invert all authors’ names. Place an ampersand (&) before the last author’s surname.

**Two to seven authors:**
Invert all authors’ names. Place an ampersand (&) before the last author’s surname.

**Examples:**
Barkley, R. A., Murphy, K. R., & Fischer, M.
Roll, J. M., Rawson, R. A., Ling, W., & Shoptaw, S. (Eds.).

Eight or more authors:
Invert all authors’ names. Give the first six authors’ names, then insert three ellipsis marks <space three periods space> before the last author’s name. No ampersand is needed.

Examples:

Asarnow, J. R., Jaycox, L. H., Duan, N., LaBorde, A. P., Rea, M. M., Murray, P., ... Wells, K.

Kerksick, C. M., Rasmussen, C. J., Lancaster, S. L., Magu, B., Smith, P., Melton, C., ... Kreider, R. B.

Title: Complete title and subtitle in italics 6.29
Capitalize only the first word of the title and subtitle and any proper nouns.

Supplemental Information Specific to the Book 7.02 (p. 203)
Information items about translator(s), editions, and volume numbers are important for identifying and retrieving your book. Enclose this information in parentheses right after the title, followed by a period.

Place Published: City, State 6.30
Use the state abbreviation. Or use City, Country if published outside the U.S.

Publisher: Publisher Name 6.30, 7.02
If the author is also the publisher, write the word Author here.

If You Read the Entire Book – Print Version

General Format 7.02, pp. 202-205
Author(s) or Editor(s). (Year published). Title of book (additional information specific to the book, if any). Place Published: Publisher. (Information on original version, if given) <no period>


**Reference Books 7.02, 7.02.27**


If You Used a Chapter(s) from a Book – Print Version

**General Format 7.02, 7.02.25, 7.02.26**
Note that the names of editors, translators or compilers are not reversed if they appear in the middle of the citation.

Author, A. A., & Author, B. B. (Year Published). Title of chapter or entry. In A. Editor, B. Editor, & C. Editor (Eds.), *Title of book* (xx ed., Vol. xx, pp. xxx-xxx). Place Published: Publisher.
(If chapter has been reprinted from another source, add information on the original source in parentheses following the publisher’s name.)


If You Used the Electronic Version of a Book

**General Format for the electronic version of a print book or for an electronic-only book 7.02, 7.02.19-20**
Note: When citing from an electronic database, use “Retrieved from name of database” for a database that is freely available to anyone. Use “Available from name of database” if the database is by subscription only.

Author, A. A., & Author, B. B. (Year Published). *Title of work*. Retrieved from http://xxxxxxx or from name of electronic database<no period>

Author, A. A., & Author, B. B. (Year Published). *Title of work*. Available from name of subscription-only database.


**General Format** 7.02, 7.02.29-30

Depending on the online database that you used to obtain the book chapter, use one of the following formats. Refer to the notes above on Electronic Books.


**Author, A. A. (Year Published). Title of chapter or entry. In A. Editor, & B. Editor (Eds.), Title of book (xx ed., Vol. xx, pp. xxx-xxx). Retrieved from name of subscription-only database.

