APA 6th Edition Cheat Sheet

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Reference Page:

- Book by one author:

Author's last name, initials. (Year of publication). *Title.* Location: Publisher.

- E-Book by one author:

Author's last name, initials. (Year of publication). *Title.* [Reader Software]. Retrieved from: Web address or Digital Object Identifier.

- Book by multiple authors:

Author's last name, initials & Author's last name, initials. (Year of publication). *Title.* Location: Publisher.

- Book with more than seven authors:

Use et al. after first author's name

- Book compiled by an editor:

Author's last name, initials. (Ed) (year of publication). *Title.* Location: publisher.

- An article from a book:

Author's of article last name, initials. (Year of publication). In editor's last name, initials (Ed.), *Title.* (page numbers for article). Location: Publisher.

- Book by a corporate author:

Name of corporate body. (Year of publication). *Title*. Location: Publisher

- Bible:

Title. (Year of publication). Location: Publisher.

- An unpublished dissertation:

Author's last name, initials. (Year accepted). *Title.* (Unpublished doctoral dissertation). granting college or university, city of institution, state of institution.

- Article in periodical:

Author's last name, initials. (Year of publication). Title of article. *Title of periodical,* volume number, pages. Retrieved from: Web address or Digital Object Identifier. [for online retrieval only].

- Online source:

Author's last name, initials. (Year of publication). *Title.* Retrieved from: Web address or use the Digital Object Identifier.

- **For Blogs, Discussion Boards, Wikis, and Video Blogs Postings** see pp. 214-215

Paper Format:

- **Margins:** 1 inch on all sides
- **Spacing:** Double-spaced
- **Title Page:**
  - Title of the paper
  - Name(s) of the author(s)
  - Name of the institution
  - Author Note (p. 24)
- **Abstract** (p. 25)
- **Page numbers:** should be in the upper right-hand corner of each page
- **Paper** should be 8 ½ by 11 inch white paper
- **Typeface** should be Times New Roman or Courier 12 point
- **Running Head: TITLE** (from left margin in header)

Quotes:

- Quotations of fewer than 40 words should be incorporated into the text and enclosed with quotation marks.
- Quotations of 40 or more words should be typed as a double-spaced block with an additional ½ margin and no quotation marks.

Documenting Sources:

- After quoting or paraphrasing provide a parenthetical citation:
  - (author's last name, year of publication, page number).
  - Example: (Harper, 2001, p. 47).
  - Commas should be between each element
  - p. or pp. should be before the page number(s)
  - The citation should appear after the material used and if at the end with the period for the sentence should be after the citation.
  - With three to six authors first citation should use everyone's names then use et al for the rest of the citations. Seven or more use et al. from beginning.
  - Use (as cited in Harper, 2001, p. 47) for material quoted from other sources
  - When there are no page numbers, use paragraph number.