APA Style, 6th Edition

Prepared for the University of New Mexico College of Nursing by Anne Mattarella, MA
Formatting

- Word process with 1-inch margins all around
- Use 12-point Times New Roman
- Double-space everything, including the title page and reference list
- The text should be flush left, stagger right
- Use a tab for all paragraph indents (APA 8.03)
• Begin numbering with page 1 on the title page in the upper right-hand corner

• Use the automatic page-numbering feature of Word

• The running head should appear flush left at the top of every page and should consist of an abbreviated title in all capital letters (maximum of 50 characters and spaces) (APA 8.03)
Formatting

- Paper should begin on page 2

- Reference list on a separate page after the text
Adolescent and Adult Soy Intake and Risk of Breast Cancer

Robert Lopez

University of New Mexico
Adolescent and Adult Soy Intake and Risk of Breast Cancer

High intake of soy foods has been proposed to contribute to the low breast cancer risk in Asian countries. However, results of epidemiologic studies of this association are highly variable, and experimental data suggest that soy constituents can be estrogenic and potentially risk enhancing. Thus, rigorous
When to Cite References

• Cite every idea that is not yours, even if you paraphrase it

• Cite every statement that contains facts, figures, or dates that are not common knowledge

• Cite direct quotes (be sure to include page number)
Do Not Use
Literature Older Than 5 Years
Unless It Is a Classic

Nightingale

Einstein
References Cited in Text

Author-date method (surname and year) (APA 6.11)

- A recent study (Redmond, Wu, & Keller, 2014) showed that… (use & symbol)

- A recent study by Redmond, Wu, and Keller (2014) showed that… (spell out “and”)

- In 2014, Redmond, Wu, and Keller showed that… (spell out “and”)
References Cited in Text

• Do not include suffixes, such as Jr. or III, in text  (APA 6.11)

• All references in text must appear in reference list  (APA, p. 174)

• No author, first few words of title in quotes (“Vulnerable Populations,” 2014); give enough info  (APA 6.15)

• If citing a direct quote, you must cite page no.  (APA 6.03)
References Cited in Text

Two authors: cite both authors every time (APA 6.12)
  ● (Smith & Walker, 2014)

Three, four, or five authors:
  ● List all authors the first time
    (Smith, Walker, Blake, Winter, & Curry, 2014)
  ● For second and subsequent mentions, list the first author with et al.
    (Smith et al., 2014)
Six or more authors: cite the first author with et al. every time (including the first) (APA 6.12)

- Smith, Walker, Blake, Winter, Curry, & Bly, 2014, should always be:
  (Smith et al., 2014)

- See table on page 177 in APA manual
References Cited in Text

• When citing multiple sources in the same parentheses, cite in the order in which they appear in the reference list, that is, alphabetical:

  • (Anderson & Kutash, 2014; Gable, Hester, & Rock, 2013; Simpson, 2012)

• When citing two sources by the same author with different years of publication, cite the years in chronological order:

  • (Filmore, 2014, 2015)
In a recent study, King (2014) found that the risk of miscarriage was 10% among 20- to 29-year-old women. King also found that the risk increased to 50% among women aged 45 years and older. (APA 6.12)
References Cited in Text

• Spell out groups as authors the first time they appear in the text; may be abbreviated thereafter:

(U.S. Department of Health and Human Services [USDHHS], 2014)

According to the Centers for Disease Control and Prevention (2014), one in every four female deaths is caused by heart disease.

not

According to the Centers for Disease Control and Prevention, one in every four female deaths is caused by heart disease (Centers for Disease Control and Prevention, 2014).
Secondary Sources

• Citing a source found in another source: refer to both sources in the text:

  In Burke’s study (as cited in Walker, 2013)

• But include in the reference list only the source you actually used (Walker) (APA 6.17)
Personal communications are only cited in text (T. H. Smith, personal communication, January 19, 2014) (APA 6.20)
Short Quotations

• Fewer than 40 words

• Enclose within double quotation marks

• Provide author, year, & page number

• Include complete reference in reference list

• Page number goes *before* the period *(APA 6.03)*
According to Smith (2014), “Nursing diagnoses describe actual health problems that nurses by virtue of their education and experience are capable and licensed to treat” (p. 34).
Long Quotations

• 40 or more words
• Indent 5 spaces or 1/2-inch
• Omit quotation marks
• Start quote on new line
• Double space
• Page no. goes after the period (APA 6.03)
Smith stated the following in 2014:

The purpose of nursing has never been merely to help cure. Rather, it has been to offer a warmly human relationship through which people could develop and use their assets and external resources toward the solution of their health problems. (p. 34)
Electronic Quotations

• If quoting an electronic document & page numbers are not visible, use paragraph nos. (Myers, 2014, para. 5). If paragraph nos. are not visible, cite heading & no. of paragraphs after heading (Myers, 2014, Conclusion section, para. 1):

“Nursing diagnoses describe actual health problems that nurses by virtue of their education and experience are capable and licensed to treat” (Myers, 2014, Conclusion section, para. 1).

(APA 6.05)
Reference List

- Start on a new page

- The word References at top, centered in uppercase & lowercase

- Double-space

- Each source in text should be in reference list (APA 4.01)

- Last name, initials

- Alphabetize by last name (APA 6.22-6.32)
Reference List

• If no author, title moves into author position

• Use “&” instead of “and” in the list of authors

• Use hanging indent

• Cap only first word of title of article or book, proper names, and first word after a colon

• Italicize titles of books/journals (APA 6.22-6.32)
Reference List

Journal article—1 to 7 authors (APA 6.22-6.32 & 7.01)

Journal article—more than 7 authors (APA 6.22-6.32 & 7.01)
Entire book (APA 6.22-6.32 & 7.02)


Chapter in a book (APA 6.22-6.32 & 7.02)

A digital object identifier (DOI) is a unique number that provides a consistent link to an article or book on the Internet. When a DOI is available, include it in the reference. (APA 6.32)

Electronic References

- Direct readers as closely as possible to the information being cited; reference specific documents rather than home or menu pages

- Provide addresses that work
References

Web Pages


Alphabetizing the Reference List

• Alphabetize letter by letter
  – Nothing precedes something:
  – Brown, J. A. precedes Browning, A. L., even though “i” precedes “J” in the alphabet.

• Ignore spaces, capitalization, hyphens, apostrophes, periods, and accent marks (de Mille, D’Allesandro)

• When alphabetizing titles or group names as authors, go by the first significant word (disregard a, an, the, etc.)


• DuPaul, G. (2013b). Follow-up of Children with ADHD. In text: (DuPaul 2013b)

• Gonzalez, N., Fabrett, F., & Knight, G. (2013). Improving communication in ADHD care. In text: (Gonzalez, Fabrett, & Knight, 2013)

Alphabetizing the Reference List


Level 1
Centered, Boldface, Uppercase and Lowercase

Level 2
Flush Left, Boldface, Uppercase and Lowercase

Level 3
Indented, boldface, lowercase paragraph ending with a period. Continue with text....

Level 4
Indented, boldface, italicized, lowercase paragraph heading ending with a period. Continue with text....

Level 5
Indented, italicized, lowercase paragraph heading ending with a period. Continue with text....  (APA 3.03)
Methods (level 1)

Participants (level 2)

A total of 2,430 patients hospitalized with a non-ST-segment elevation acute coronary syndrome were randomly assigned to receive ranolazine or placebo.

Statistical Analysis (level 2)

All arrhythmia analyses were based on patients with evaluable electrocardiographic data.
• Use words to express numbers one through nine; use figures to express all numbers 10 and above

• Always use figures for units of measure (5 mg), time (4 p.m., 3 hr 25 min, 6 hours), dates (May 12, 1 week, 2 days), ages (6 years old), participants in a study (8 participants), points on a scale (scored 3 on a 9-point scale), money ($7), and percent (9%)

• Always spell out numbers that begin a sentence (APA 4.31-4.40)
A Few Pointers

- Avoid the use of first-person personal pronouns (I, we, my, our) unless writing a commentary or referring to your own work.

- Do not use contractions, such as don’t, can’t, doesn’t.

- Avoid conversational expressions: sort of, a lot of, like (for “such as”).

- Refer to studies in the past tense (“Garcia presented similar results,” not “Garcia presents similar results.”).

- Abbreviate United States when used as an adjective:
  - The participants were U.S. citizens.
  - The participants lived in the United States.

- Rewrite, rewrite, rewrite.
A Few Pointers

• Doctorate vs. doctoral
  o Doctorate is a noun and refers to the actual degree ("She has a doctorate.")
  o Doctoral is an adjective and should always be used before a noun
    ▪ “doctoral degree”
    ▪ “doctoral program”
    ▪ “doctoral candidate”

• Proofread carefully to see if you any words out (William Safire)
Common Errors

- Separating the year from the authors’ names: Fallace and Cummings classified the causes of miscarriage (2014).

- Citing the journal article or book title instead of the author’s name: In “Human Responses to Chronic Illness” (2014), physiological and psychosocial responses to chronic illness were reported.

- Including page numbers when paraphrasing

- Not including page number for quotes

- Too much space between paragraphs
Plagiarism

- The unacknowledged use of someone else’s words, ideas, or data
- Can have severe consequences. Policy is in student handbook
- Learn strategies to help avoid unmeant plagiarism
What Might Be Considered Plagiarism

- Not citing the source for a paraphrase or quote
- Not putting quotation marks around a direct quotation
- Documenting the source but paraphrasing the words too closely
- “Borrowing” or copying a paper
- Copying and pasting from the Internet
- Faking a citation
Plagiarism

- For help with paraphrasing:
  - http://writing.wisc.edu/Handbook/QuotingSources.html

- Turnitin plagiarism checker available to all students
  - Setup: http://turnitin.unm.edu/training/setup.html
OGS: Graduate Resource Center

http://unmgrc.unm.edu/