APA Visual Guides

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Cite your sources at: www.easybib.com
This guide will provide visual examples of citing the following in APA style:

- Books
- Journal articles
- Newspapers
- Reports
- Scholarly projects (theses/dissertations)
- Lecture notes
- Encyclopedia entries
- Religious/classical works

Be sure to check out Part 2, which provides visual guides for citing multimedia and electronic source types.
Citing a book in print

Structure:
Author, F. M. (Year of publication). Title of work. Publisher City, State: Publisher.

Title Page
Much of the information you need to create a print book citation can be found on the title page.

The title page is found within the first couple of pages of the book.

Citation:

*Capitalize the first letter of the first word of the title and any subtitles (the first word that follows a colon), as well as the first letter of any proper nouns. See our APA Citation Basics guide or the APA Publication Manual for more information.
Citing an e-book found in a database

*Some e-books may be available online through your library’s databases or catalog.

**Structure:**

**Citation:**
Citing an e-book from an e-reader (Kindle, iPad, nook, etc.)

Structure:

Citation:
Citing a journal article found online (in a database or elsewhere)

Structure:

*Database information and retrieval date are not required in APA journal article citations.

Citation:

*If no DOI is listed, use the periodical’s homepage URL (e.g., Retrieved from http://onlinelibrary.wiley.com/journal/10.1002/(ISSN)1936-2706).
Citing a journal article found in print

Structure:

Citation:
Citing a newspaper in print

Structure:
Author, F. M. (Year, Month Date of publication). Article title. Newspaper Title, pp. xx-xx.

*If the article is printed on discontinuous pages, list all of the page numbers/ranges and separate them with a comma. (e.g., pp. C2, C4, C7-9.)

Citation:
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Citing an online newspaper

Structure:
Author, F. M. (Year, Month Date of publication). Article title. *Newspaper Title*. Retrieved from newspaper homepage URL

Citation:

*Use the URL of the newspaper’s home page to avoid broken links.*
Tips for Citing Online Newspaper Articles

• You do not need to include retrieval information (e.g., date of access) in APA citations for electronic resources.

• If you found a newspaper article through an online database (e.g., EBSCO’s Academic Search Complete), you do not need to include that information in the citation, either.

• If a URL runs across multiple lines of text in the citation, break the URL off before punctuation (e.g., periods, forward slashes) – except http://.

• When you use a bibliography tool like EasyBib to help you with your citations, make sure you are citing a newspaper article – not a website!
Citing an online report

Structure:

*If the agency is identified as the author, do not include it in the retrieval information.

Citation:

*Since no report number was identified, it was not included in the citation.
Citing a print report

Structure:

*If no specific author is identified, list the organization behind the report.

Cover page

[Image of a white paper cover page]

Title of report

Publication year

Organization (no author listed)

Acknowledgements page

[Image of an organization's page]

Publisher

Publisher city/state

Citation:

*Since no report number was identified, it was not included in the citation.*
Citing a scholarly project (thesis, dissertation, etc.) from a database

Structure:

Title of dissertation

Citation:
Citing a scholarly project (thesis, dissertation, etc.) from a website

Structure:

Structure:

*In this case, the URL runs across two lines. When this happens, break the URL after a forward slash or other punctuation.*
Citing online lecture notes or presentation slides

Structure:
Author, F. M. (Publication year). *Name or title of lecture* [file format]. Retrieved from URL

*If you are citing a classroom presentation, include the same data except the retrieval information.

**Title Slide of Lecture**

Citation:
Citing an encyclopedia entry in print

Structure:

*Tertiary sources are not typically appropriate for research papers. Check with your instructor.

Citation:
Take note!
Classical religious texts, like the Bible, do not require a citation in the reference list in APA style. However, you must include an in-text citation anytime you reference these texts in your writing.

In-text Citations
• When quoting or paraphrasing specific excerpts from the text, include the “relevant names and/or numbers of chapters/verses/lines” in your in-text citation (Lee, 2009).

In-text citation:
The Bible extols the virtues of love; “Love is patient, love is kind. It does not envy, it does not boast, it is not proud” (1 Cor. 13:4 New International Version).

Remember, you only need to cite the version of the Bible used in the first general reference to or in-text citation of the source. In all other instances, leave it out.