

APA Formatting



Sixth Edition

- **APA style based on the *Publication Manual of the American Psychological Association (2009, 6th ed.)*.**
- **This is the formatting style for psychology for both students and professionals.**
- **Note: Sometimes lecturers or tutors will ask you to ignore one or more of the APA guidelines for their course requirements, where there is a difference *always* follow your course requirements.**
- **“The customer is always right...” and your marker is the customer!**

Publication
Manual
of the American Psychological Association

Please **DO NOT** do this...

Oh no, your paper exceeds the maximum number of pages allowed! What do you do??

TIPS AND TRICKS FOR KEEPING YOUR PAPER WITHIN THE PAGE LIMIT

Shrink font size to limits of human perception

If a minimum font sized is imposed, use a font that is 0.2pt smaller. They won't notice, will they?

Take out excessive details of your methodology

Let's face it, nobody really cares (and if they do, why help your competition?)

Border size Rule-of-thumb:

If there is paper exposed, it can be filled (Nature, and other journals, abhors a vacuous submission). If limit exists, apply 0.2pt rule.

Use Max. Abbrev. in Ref. Sec.

Spelling out the journal names will only make it easy for people to look up your competitors' papers.

Rewrite entire paper to make it more concise and easier to understand

Yeah right. Prodigious verbiage establishes your superior intelligence. Also, who has the time?



APA Format: There are rules...

- **White paper!**
- **Indent paragraphs: don't leave extra lines between ("no gaps")**
- **At least 2.5cm margins**
- **12 point, Times New Roman font**
- **Alignment: Flush-left, leaving right uneven**
- **Title: Bold, centred upper and lower case**
- **Bold and left-justified for second level headings (not underlining)**
- **Contractions: can't ✗ can not ✓**



Example APA Formatting

Title, or L1
Heading

Occupational Stress and Individual Differences: An Exploratory Study

The estimated cost of work stress in Australia is \$15 billion p.a. (Medibank, 2007). Much of this cost is attributable to stress compensation claims and loses in productivity. Of these stress compensation claims, 50% are attributable to “work pressures”, which is having too much to do in too little time (Work Safe Australia, 2007). If these work pressures are such a common phenomenon, why do some people in some jobs experience work stress, while others do not?

According to the Demand-Control Model of Occupational Stress it all depends on the level of work demand and the amount of control the employee has over their work (Karasek, 1979). Meta-Analyses and reviews support the roles of work demands and control in explaining employees’ experiences of work stress (van der Doef & Maes, 1998, 1999). However, the extent to which work will be considered stressful will depend on individual differences (Lazarus & Folkman, 1984).

The Role of Individual Differences on the Experience of Stress

Stress is a particular relationship between the person and their environment (Lazarus & Folkman, 1984). Whether a particular work context is appraised as threatening will depend on the person’s assessment of their own skills and abilities in meeting the demands. In addition, this appraisal process will depend on the amount of control available, which means the degree to which the stressor can be addressed proactively or not (Bowmen & Stern, 1995).

One individual difference variable of particular relevance and importance is....

No gaps,
Indented

L2 Heading

Every
paragraph
indented

From the Online APA Tutorial Guide

Headings

Headings help readers find key points of your paper and track the development of your thoughts.

APA Style uses five levels of headings (3.02–3.03).

The table below shows how each type of heading is formatted.

Table 3.1 Format for Five Levels of Heading in APA Journals

Level of heading	Format
1	Centered, Boldface, Uppercase and Lowercase Heading ^a
2	Flush Left, Boldface, Uppercase and Lowercase Heading
3	Indented, boldface, lowercase paragraph heading ending with a period. ^b
4	<i>Indented, boldface, italicized, lowercase paragraph heading ending with a period.</i>
5	<i>Indented, italicized, lowercase paragraph heading ending with a period.</i>

^a This type of capitalization is also referred to as *title case*.

^b In a lowercase paragraph heading, the first letter of the first word is uppercase and the remaining words are lowercase.

Figures

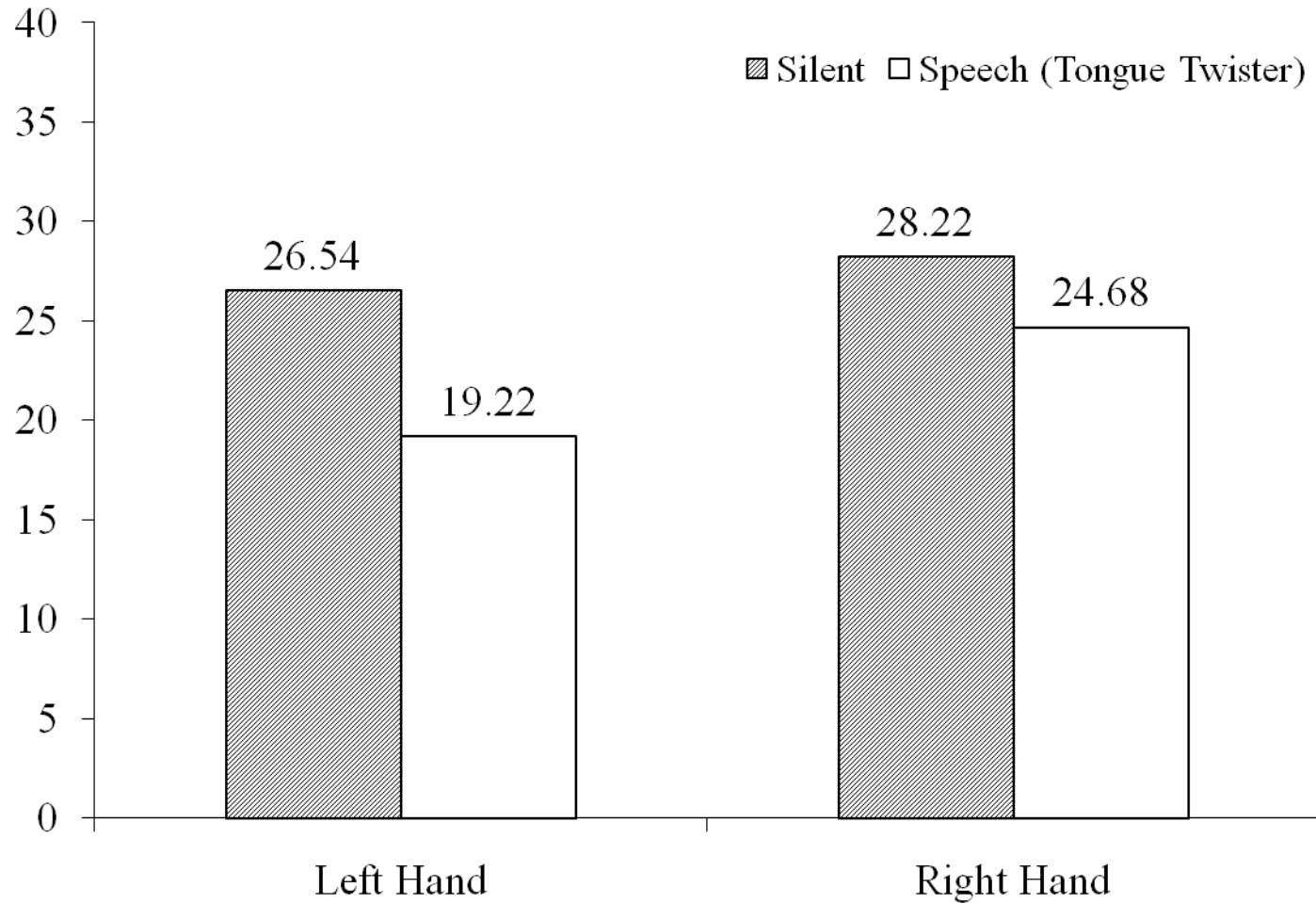


Figure 1: Mean number of taps for each experimental condition.

Tables

Table 1.

Means and standard deviations from each questionnaire.

Questionnaire	Mean	Standard Deviation
Depression	2.35	3.19
Discomfort with closeness	45.37	10.09
Relationship with anxiety	37.95	11.04
Infant difficulty	25.37	7.45



APA in-text citation

In-text citation: (Author, Year)

Examples:

“This result suggests that when [...] (Jack & Jill, 1990).”

“Jack and Jill (1990) proposed that [...].”



APA in-text citation

Three or more authors (et al.,)

Examples:

“**Jones, Jackson, and Amiot (2009)** have demonstrated [...]. It is in this way that Jones et al. have supported the role of [...].”

“It has been demonstrated that [...] **(Chifley, Camp, & Bono, 2007)**. It is in this way that the role of [...] is revealed **(Chifley et al., 2007)**.”

Note. More than 6 authors → use “et al.” after the first authors name from the start.



APA In-text Citation

Quotes: Author, Year, Page

Examples:

“Students often have difficulty using APA style” (Jack & Jill, 1990, p. 89).

According to Jack and Jill (1990), “Students often have difficulty using APA style” (p. 89).

Note. Quotes do not demonstrate your understanding of the material. Please use sparingly.

From the Online APA Style Tutorial

Citing References in Text

APA Style uses the author–date citation system. This system allows readers to find the sources cited in text in the reference list, where each source is listed alphabetically (Chapter 6).

To insert a citation in text, include the author’s surname and year of publication. For a direct quotation, include the page number or specific location of the phrase or sentences in the original work.

Here are some examples of how to use the author–date citation when paraphrasing.

Kessler (2003) found that among epidemiological samples...

Early onset results in a more persistent and severe course (Kessler, 2003).

In 2003, Kessler’s study of epidemiological samples showed that...

APA Reference List

- Title: References (centered and bolded)
- Starts on a new page.
- Arranged alphabetically by first author.
- Hanging indents (*Click: “Format”, “Paragraph”, and under indent select “hanging”*).
- Author’s last name first, followed by initials.
- All authors must be included (unless there are more than six – you then cite the first six and then et al.).

References

- Aldwin, C. M., & Revenson, T. A. (1987). Does coping help? A reexamination of the relation between coping and mental health. *Journal of Personality and Social Psychology, 53*, 2, 337-348.
- Aspinwall, L. G., & Taylor, S. E. (1992). Modeling cognitive adaptation: A longitudinal investigation of the impact of individual differences and coping on college adjustment and performance. *Journal of Personality and Social Psychology, 63*, 6, 989-1003.
- Bakker, A. B., Demerouti, E., & Euwema, M. C. (2005). Job resources buffer the impact of job demands on burnout. *Journal of Occupational Health Psychology, 10*, 170-180. doi:10.1037/1076-8998.10.2.170
- Bakker, A. B., Schaufeli, W. B., Leiter, M. P., & Taris, T. W. (2008). Work engagement: An emerging concept in occupational health psychology. *Work and Stress, 22*, 3, 187-200.
- Bandura, A. (1977). Self-efficacy: Toward a unifying theory of behavioral change. *Psychological Review, 84*, 2, 191-215.
- Bandura, A. (1988). Organisational applications of social cognitive theory. *Australian Journal of Management, 13*, 2, 276-302.
- Bandura, A., & Wood, R. (1989). Effect of perceived controllability and performance standards on self-regulation of complex decision-making. *Journal of Personality and Social Psychology, 56*, 5, 805-814.



APA Reference List

Journals

Author, Initials. (year). Title of article. *Name of Journal*, volume number/issue, pages.

Example:

Mackenzie, A. (1980). Are ability tests up to standard? *Australian Psychologist*, 15, 3, 335-348.



APA Reference List

Books

Author, Initials. (year). *Title*. City:
Publisher.

Examples:

O'Shea, R. (2002). *Writing for psychology* (4th ed.). Melbourne, Australia: Thomson Learning.

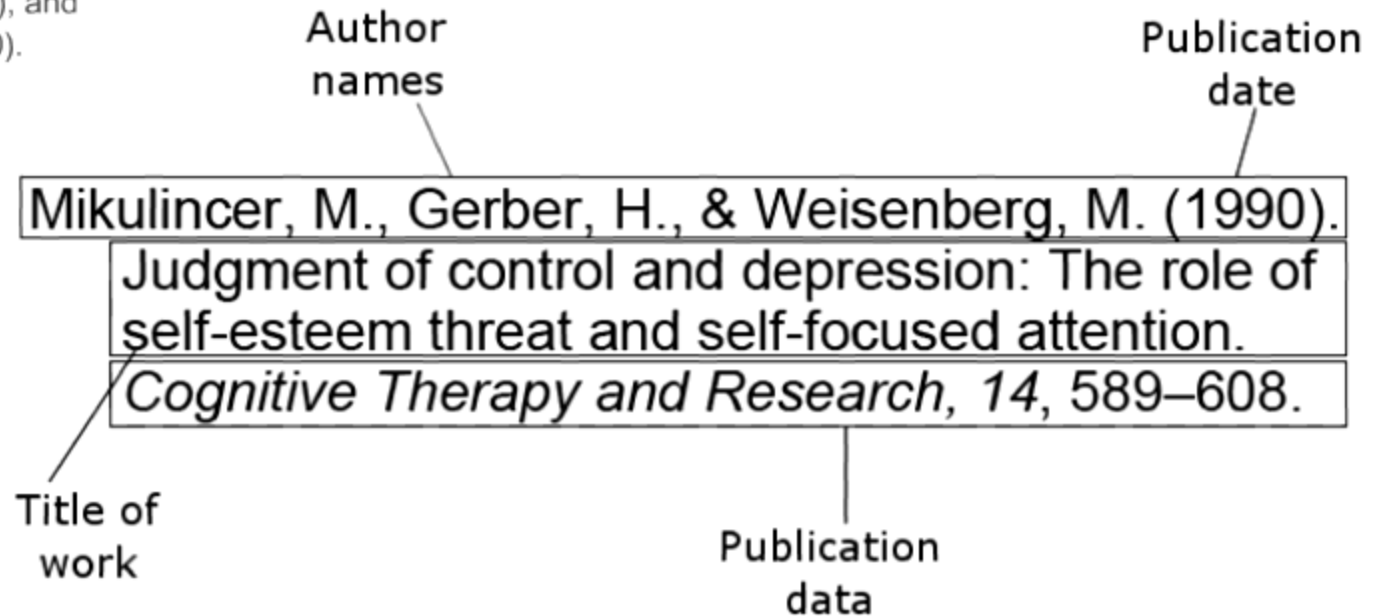
Smyth, T. R. (2004). *The principles of writing in psychology*. New York: Palgrave Macmillan.

From the Online APA Tutorial Guide

The Reference List

References contain the following components:

- author name or names (6.27),
- publication date (6.28),
- title of the work (6.29), and
- publication data (6.30).



From the Online APA Tutorial Guide

The Reference List

Here are instructions for formatting references to journal articles (7.01):

- Type the article title in sentence case and the journal title in title case.
- Italicize the journal title and volume number.
- Include the issue number in parentheses if the journal is paginated by issue.
- Type the DOI in the format shown in the first example. Do not put a period at the end of the DOI.

DOI

Herbst-Damm, K. L., & Kulik, J. A. (2005). Volunteer support, marital status, and the survival times of terminally ill patients. *Health Psychology, 24*, 225-229.
doi:10.1037/0278-6133.24.2.225

NO DOI

Light, M. A., & Light, I. H. (2008). The geographic expansion of Mexican immigration in the United States and its implications for local law enforcement. *Law Enforcement Executive Forum Journal, 8*(1), 73-82.

URL

Wheeler, D. P., & Bragin, M. (2007). Bringing it all back home: Social work and the challenge of returning veterans. *Health and Social Work, 32*, 297-300. Retrieved from <http://www.naswpressonline.org>

DOI – Digital Object Identifier

A DOI is a permanent digital identifier given to an object. Its most common application is identifying electronic documents.

APA Reference Activity

Please look over the reference list handout... *can you spot the mistakes?*



Take home message....



Turn-it In



Turn-It-In purpose



About Turnitin

Purpose

- To deter plagiarism.
- To hold students accountable.
- To determine the similarity of text to sources.
- To enhance teaching & student learning.

Turnitin Overview

Turnitin: An online **plagiarism prevention system** and a complete web-based class management solution.

Lifecycle of a student paper:

- **Digital submission**
- **Originality checking**
- **Peer Review**
- **Online grading**

Plagiarism Prevention

- Turn-it-in → compares your written work to Internet pages & databases
- This comparison allows Turn-it-in to compute the originality of your work.

What Turnitin Searches

1. Current & archived copy of the publicly accessible Internet (**more than 5 billion pages indexed**)



2. Millions of **published works** from periodicals, journals, and publication databases.



3. Millions of **student papers** previously submitted to Turnitin since 1996

Originality Report

- Turn-it-in produces a colour-coded “originality report” → what percentage of your work is original.
- If you have been copying and pasting, or not properly paraphrasing, directly from another’s work, this “copying” will show up as a percentage figure in your original work.

Plagiarism Resources

- To help you understand plagiarism & the correct referencing techniques
- APA style referencing (i.e., the manual)
- www.plagiarism.org
- UQ website:
www.library.uq.edu.au/training/plagiarism.html

Questions???



Brought to you by the Psychology Student Support Tutors (PSST)

References

Reference: Turnitin (n.d.) Turnitin instructor user guide. Accessed October 2005 from;

- http://www.turnitin.com/static/training_support/manuals.html
- http://moodle.pihms.ac.nz/file.php/1/Student_Resources/Students_Turnitin_Procedures.pdf

Useful Website

APA Style (2009). Retrieved 31st March 2010,
from the American Psychological Association:
<http://www.apastyle.org/index.html>

