

REFERENCE STYLE

Introduction

References cited in the text of a research paper must appear in a Reference List or bibliography. This list provides the information necessary to identify and to help readers find the sources they used. The list should be placed at the end of the research paper and a listing based on APA citation style established by the American Psychological Association.

APA citation style refers to the rules and conventions established by the American Psychological Association for documenting sources used in a research paper. APA style requires both **In-text citations** and a **Reference list**. For every in-text citations there should be a full citation in the reference list and vice versa.

Citation style:

APA (American Psychological Association).

APA style was developed by social and behavioral scientists to standardize scientific writing.

APA style is used for:

- Term papers
- Research reports
- Literature reviews
- Case studies

Writing style for In-text Citations

In APA style, in-text citations are placed within sentences and paragraphs so that it is clear what information is being quoted or paraphrased and whose information is being cited. You should always inform readers where you get your ideas, data, and information from. Avoid making a direct quotation except for definitions or real good quotes that you can't resist!. Otherwise, you can use the ideas but put them in your own words. The ideas then must be cited. The style of writing details in the **In-text citations** should be as follows:

General Rules

Below are some general rules:

- *All in-text citations direct the reader to the appropriate source in the reference list at the end of the text*
- *Author's last name and source publication year typically included in an in-text citation*
- *For direct quotations and some paraphrases, give a page number as well: (Smith, 2006, p. 9)*

Single Author

The last name of the author and the year of publication are inserted in the text at the appropriate point.

If the name of the author or the date appear as part of the narrative, cite only missing information in parentheses.

Feldman (2004) notes that there are six branches of schools, namely

Neonate is a term used to describe a newborn child (Feldman, 2004).

Two Authors

- Always cite both names every times the reference occurs in text.
- Use the word "and" between the authors' names within the text.
- Use ampersand (&) in the parentheses.

Serlin and Lapsley (1985) discovered the problems in schools

A survey on the problems in schools (Serlin & Lapsley, 1985)

Three to Five Authors

Cite all authors the first time the reference occurs; in subsequent citations, include only the surname of the first author followed by "et al." and the year if it is the first citation of the reference within a paragraph. (et al. means and others).

The first time write all author's name

Example:

In one anthology, 35% of the selections had not been anthologized before (Elliott, Kerber, Litz, & Martin, 1992).

After that, just write the first name followed by et al. and date

Example:

Elliot et al. (1992) include 17 authors whose work has never been anthologized.

<p>Six or More Authors For works with 6 or more authors, cite only the surname of the first author followed by “et al.” and the year for the first and subsequent citations.</p>	<p>Martin et al. (2001) studies the use of ...</p> <p>These injuries can lead to an inability to perform athletically, in addition to initiating degenerative changes at the joint level (Mandelbaum et al., 2005).</p>
<p>Work with a Groups or Corporate Author If group author is readily identified by its abbreviation, you may abbreviate the name in the second and subsequent citations:</p>	<p><i>First citation:</i></p> <p>American Psychological Association [APA], (2003)</p> <p><i>Subsequent text citation:</i></p> <p>(APA, 2003)</p> <p><i>First citation:</i></p> <p>According to the rules outlined by Universiti Selangor [UNISEL] (2000), students are not allowed to ...</p> <p><i>Subsequent text citation:</i></p> <p>Individuals who do not conform to the university rules and regulations can be penalized (UNISEL, 2000).</p>
<p>Authors with the Same Surname (Last Name) To avoid confusion, use initials with the last names if your reference list includes two or more authors with the same last name.</p>	<p>Research by J. Young (1989) revealed that ...</p> <p>Survey by E. Young (1990) proved that ...</p>
<p>No Author For periodical, book, brochure or report with no author, cite the first few words of the reference list entry (usually the title of the article or book) and the year. Put title of articles and chapters in quotation marks. Ignoring A, An, or The, make the first word one by which you alphabetize the title in your References. The following example refers to an article fully titled “Are you a day or night person?”</p>	<p>... (Studies of alcohol, 1999).</p> <p>Scientists group people as “larks” or “owls” on the basis of whether individuals are more efficient in the morning or at night (“Are You,” 1989).</p>
<p>Personal communication When citing interviews, letters, e-mails, etc., include the communicator’s name, the fact that it was personal communication, and the date of the communication. Do not include personal communication in the reference list.</p>	<p>A. P. Smith also claimed that many of her students had difficulties with APA style (personal communication, November 3, 2002).</p> <p><i>OR</i></p> <p>(E. Robbins, personal communication, January 4, 2001)</p>

<p>Direct Quotations</p> <p>If you are directly quoting from a work, you will need to include the author, year of publication, and the page number for the reference (preceded by “p.”). Introduce the quotation with a signal phrase that includes the author’s last name followed by the date of publication in parentheses.</p>	<p>According to Jones (2004), “Students often had difficulty using APA style, especially when it was their first time” (p. 199).</p> <p>Psychology “is the scientific study of behavior and mental processes” (Feldman, 1999, p. 4).</p> <p>We agree with Obrue (2002), who concluded:</p> <p>Neurofeedback is perhaps best viewed not as an alternative to conventional psychopharmacological agents but rather ... (p. 8).</p> <p>Despite growing numbers of overweight Americans, many health care providers still “remain either in ignorance or outright denial about the health danger to the poor and the young” (Critser, 2003, p. 5).</p> <p><i>OR</i></p> <p>Critser (2003) noted that despite growing numbers of overweight Americans, many health care providers still “remain either in ignorance or outright denial about the health danger to the poor and the young” (p. 5).</p>
<p>Summary or Paraphrase</p> <p>There are several formats for a summary or paraphrase:</p> <ul style="list-style-type: none"> ▪ Provide the author’s last name and the year of publication in parenthesis after a summary or a paraphrase ▪ Include the author’s name in a signal phrase followed by the year of publication in parenthesis: ▪ When including the quotation in a summary/paraphrase, also provide a page number in parenthesis after the quotation: 	<p>Though feminist studies focus solely on women's experiences, they err by collectively perpetuating the masculine-centered impressions (Fussell, 1975).</p> <p>Recently, the history of warfare has been significantly revised by Higgonnet et al. (1987), Marcus (1989), and Raitt and Tate (1997) to include women’s personal and cultural responses to battle and its resultant traumatic effects.</p> <p>According to feminist researchers Raitt and Tate (1997), “It is no longer true to claim that women's responses to the war have been ignored” (p. 2).</p>

Writing style for Reference List

Reference list provides the information necessary for a reader to locate and retrieve any source you cite in the body of their paper. It should appear at the end of your paper and begins on a new page separate from the text paper under the label Reference. The style of writing details in the Reference List should be as follows:

General Rules

- *Arrange the items on your reference list alphabetically.*
- *Indent the second and following lines 6 spaces or one half inch.*
- *Use only the initials of the authors' first (and middle) names.*
- *If no author is given, start with the title and then the date.*

<p>Author – Chinese Names First name first, followed by the author's initials</p>	<p>Cheng Hwee Ming <i>Cite as</i> Cheng, H. M. (2003). <i>Endocrine physiology</i>. Petaling Jaya: Prentice Hall.</p>
<p>Author – English Names Surname / (Last name) first, followed by the author's initials</p>	<p>Daniel R. Raichel <i>Cite as</i> Raichel, D. R. (2000). <i>The science and applications of acoustics</i>. New York: Springer.</p>
<p>Author – Indian Omit d/o, s/o, a/l, a/p</p>	<p>Nathan a/l Ramasamy <i>Cite as</i> Nathan Ramasamy</p>
<p>Author – Malay Names Omit bin / binti</p>	<p>Mohammad Hashim bin Kamali <i>Cite as</i> Mohammad Hashim Kamali. (1998). <i>Freedom of expression in Islam</i>. Kuala Lumpur: Ilmiah Publishers.</p>
<p>Author – Mixed Names <i>Cite as it is</i></p>	<p>Linda Wong <i>Cite as</i> Wong, L.</p>
<p>Author – Sikh Names Enter the Sikh name of a person who does not use Singh or Kaur as a surname under the first of his or her name (the given name)</p>	<p>Amrit Kaur <i>Cite as</i> Amrit Kaur</p>
<p>Inherited Names <i>Cite as it is</i></p>	<p>Raja Malik Mohamed <i>Cite as</i> Raja Malik Mohamed</p>

<p>Conferred titles</p> <p><i>Cite as it is</i></p>	<p>Tun Mahathir Mohamad</p> <p><i>Cite as</i></p> <p>Mahathir Mohamad</p>
<p>Local Government Institution as Author</p> <p>Cite under state and followed by the name of department in Malay</p>	<p>Selangor, Jabatan Pertanian</p>
<p>Foreign Government Institution as Author</p> <p>Cite under state or country and followed by the name of department in English</p>	<p>New Zealand, Department of External Affairs</p>
<p>Unique Corporate Body Names</p> <p>If the name starts with Foundation (Yayasan), Board (Lembaga), cite as it is given</p>	<p>Yayasan Selangor</p>
<p>Single Author</p> <p>Last name first, followed by author's initials.</p>	<p>Brinkley, A. (1993). <i>The unfinished nation</i>. New York: Knopf.</p>
<p>Two Authors</p> <ul style="list-style-type: none"> ▪ List the names in the order they appear on the title page. ▪ List by their last names and initials. Use the ampersand (&) instead of "and." 	<p>Rowe, R., & Jeffus, L. (2000). <i>The essential welder: Gas metal arc welding classroom manual</i>. Albany: Delmar.</p>
<p>Three to Six Authors</p> <p>If a book has three, four, five, or six authors, list all the authors' names. List by last names and initials; commas separate author names, while the last author name is preceded again by ampersand (&).</p>	<p>Menninger, K., Mayman, M., & Pruyser, P. (1963). <i>The vital balance: The life process in mental health and illness</i>. New York: The Viking Press.</p> <p>Kinzie, J. L., Palmer, M., Hayek, J., Hossler, D., Jacob, S. A., & Cummings, H. (2004). <i>Fifty years of college choice: Social, political and institutional influences on the decision-making process</i>. Indianapolis, IN: Lumina Foundation for Education.</p>
<p>More Than Six Authors</p> <p>If a book has more than six authors, list the first six authors and then use "et al." which stands for "and others."</p>	<p>Mussen, P., Rosenzweig, M. R., Aronson, E., Elkind, D., Feshbach, S., Geiwitz, P. J., et al. (1973). <i>Psychology: An introduction</i>. Lexington, MA: Heath.</p>
<p>No Author</p> <p><i>Cite as it is</i></p>	<p><i>A world of strangers: Order and action in urban public space</i>. (1999). New York: Basic Books.</p> <p><i>The New York Public Library American history desk</i>. (2003). New York: Hyperion.</p>

Printed Materials: Book

Basic Format for Books

Author. (Year of publication). *Title of Book*. Place of Publication: Publisher.

Note:

- *This is the basic format for a **Works Cited** entry*
- *Take the title from the title page, not the cover*
- *Italicize the title. For a book, capitalize only the first word of the title and of the subtitle (if any), and proper nouns. Close with a period.*
Example: Working in the Reggio way: A beginner's guide for American teachers.
- *For "Place of Publication", you should always list the city, but you should also include the state if the city is unfamiliar or if the city could be confused with one in another state.*

Editor, Compiler & Translator

If the person named on the title page is the editor, compiler and translator. Rather than the author, add a bracket in abbreviation **ed.**, **comp.** or **trans.**

Translation

When you cite a republished work in your text, it should appear with both dates.

Edited Book, No Author

Book with an Author and an Editor

***For a book with just one editor, use (Ed.) and two editors (Eds.)

Carpenter, A. (Comp.). (1992). *Facts about the cities*. New York: Wilson.

Kundera, M. (1999). *The unbearable lightness of being* (M. H. Heim, Trans.). New York: HarperPerennial. (Original work published 1984)

Gibbs, J. T., & Huang, L. N. (Eds.). (1991). *Children of color: Psychological interventions with minority youth*. San Francisco: Jossey-Bass.

Bronte, E. (2002). *Wuthering heights* (R. J. Dunn, Ed.). New York: Norton.

Edition

Basic Format

Author. (Year). *Title of Book* (Edition). Place of Publication: Publisher.

- If an edition is given, specify it by number (2nd ed.), name (Rev. ed.), or year (2004 ed.).

Antony, L. M., & Witt, C. E. (Eds.). (2002). *A mind of one's own: Feminist essays on reason and objectivity* (2nd ed.). Boulder: Westview.

Castro, P., & Huber, M. E. (2003). *Marine biology* (4th ed.). Boston: McGraw-Hill.

Book Article or Chapter

Basic Format

Author of the Article. (Year). Title of Chapter. In Editor of the Book, *Title of Book* (pages of chapter). Place of Publication: Publisher.

Miller, A. (1963). The playwright and the atomic world. In R. W. Corrigan (Ed.), *Theatre in the twentieth century* (pp. 22-26). New York: Grove.

Rubenstein, J. P. (1967). The effect of television violence on small children. In B. F. Kane (Ed.), *Television and juvenile psychological development* (pp. 112-134). New York: American Psychological Society.

Articles in Periodicals (Journal, Magazine & Newspaper)

Rules

The APA style dictates that author is named last name followed by initials; publication year goes between parentheses, followed by a period. The title of the article is in sentence-case, meaning only the first word and proper nouns in the title are capitalized. The periodical title is run in title case, and is followed by the volume number which, with the title, is also italicized.

Basic Format for Periodicals

Author. (Year). Title of Article. *Title of Journal, Volume*(Issue number), Pages.

Note:

- **Title of article:** Capitalize only the first word of the title and of the subtitle (if any), and proper nouns. Do not italicize or place quotation marks around it.

Example: Shifting roles and synthetic women in Star Trek: The next generation.

- **Title of periodical:** Italicize the title of periodical. Capitalize the major words in the title.

Example: *Journal of America Culture*.

- **Volume number:** Italicize the volume number. Do not use “Vol.” before the number. Give the volume number of journals and magazines.

Article in a Journal with Continuous Pagination

Give only the volume number after the journal title, and italicize the volume number.

Saywitz, K. J., Mannarino, A. P., & Berliner, L. (2000). Treatment for sexually abused children and adolescents. *American Psychologist, 55*, 1040-1049.

Article in a Journal That Pages Each Issue Separately

If, and only if, each issue of a journal begins on page 1, give the issue number in parentheses immediately after the volume number and don't italicize it and leave no space before it.

Jacobson, F. F., & Ignacio, E. N. (1999). Teaching reflection: Information seeking and evaluation in a digital library environment. *Library Trends, 45*(4), 771-802.

Magazine Articles

Basic Format

Author. (Year). Title of Article. *Title of Magazine, Volume*, Pages.

Klinger, E. (2000, August). The power of daydreams. *Psychology Today, 36-44*.

The price is wrong. (2003, August 2). *The Economist, 368*, 58-59.

Newspaper Articles

Basic Format

Author. (Year, Month Day). Title of Article. *Title of Newspaper*, Pages.

Fabricant, F. (1989, November 15). From Italy, a new culinary movement offers a wry answer to fast food. *New York Times*, pp. B6-7.

Khoo, Rubin. (2003, January 5). Living with cancer. *Starmag*, p. 5.

Mohammad Azam Noor. (1999, July 3). Why Ziana Zain as literary person for 1998?. *New Straits Times*, p. 25.

- If an article appears on discontinuous pages, give all page numbers, and separate the numbers with a comma. **Example: pp. B1, B3, B5-7.**
- Use the abbreviation p. (or pp. for more than one page) for items from newspapers.

Other Printed Materials

(Unpublished Thesis & Dissertation)

<p><i>Basic Format for Thesis (Unpublished)</i></p> <p>Author. (Year). <i>Title of Thesis</i>. Unpublished Thesis, Institution, Place.</p>	<p>Md. Ali Bachek. (2005). <i>Persepsi peserta kursus kenegaraan terhadap pembelajaran dewasa di Kem Bina Negara</i>. Unpublished master's thesis, Universiti Selangor, Selangor.</p> <p>Nazeera Ibrahim. (2007). <i>Kesedaran IT di kalangan pelajar universiti: Satu tinjauan</i>. Unpublished thesis, Universiti Selangor, Selangor.</p> <p>Roshani Othman. (2006). <i>Penghasilan spirulina platensis komersil tropika secara besar-besaran: Pengcapjarian DNA stok induk dan progeneri-progeneri yang dihasilkan</i>. Unpublished master's thesis, Universiti Selangor, Selangor.</p> <p>Suhana Jaido Rasid. (2004). <i>The Effectiveness of sports sponsorship on consumer behavior in the Klang Valley</i>. Unpublished thesis, Universiti Selangor, Selangor.</p> <p>Wan Fazirah Wan Hamid. (2004). <i>Faktor-faktor yang mempengaruhi gelagat pengguna di dalam membuat keputusan pembelian: Kajian kes di Jaya Jusco Klang</i>. Unpublished thesis, Universiti Selangor, Selangor.</p>
<p><i>Basic Format for Dissertation (Unpublished)</i></p> <p>Author (Year). <i>Title of dissertation</i>. Unpublished doctoral dissertation. Name of Institution, Place.</p>	<p>Byers, M. (2000). <i>Buffy the Vampire Slayer: The insurgence of television as a performance text</i>. Unpublished doctoral dissertation, University of Toronto, Canada.</p> <p>Yaakob Sapari. (2009). <i>Perceptions on knowledge entrepreneur among selected implementing agencies</i>. Unpublished doctoral dissertation, Universiti Putra Malaysia, Selangor.</p>

Non Printed Materials : Electronic Sources

Article From an Online Periodical / Databases

Online articles follow the same guidelines for printed articles. Include all information the online host makes available, including an issue number in parentheses.

Basic Format for Online Periodicals (Journal, Magazine & Newspaper)

Author. (Year). Title of Article. *Title of Online Periodical, Volume*(Issue number), Pages. Retrieved Month Day, Year of Access, from address of URL.

Note:

- Because the Internet is constantly changing, it is important that you give the uniform resource locator (URL) or web address of the Internet source and the date you accessed it. Provides as much identifying information as possible.

<p>Online Journal Articles</p> <p><i>Cite as it is</i></p>	<p>Parrott, A. C. (1999). Does cigarette smoking cause stress?. <i>American Psychologist, 54</i>, 817-820. Retrieved August 25, 2009, from http://www.apa.org/journals/amp/amp5410817.html</p>
<p>Online Journal Article with Printed Version Available</p> <p>If the article appears as a printed version as well, the URL is not required. Use “Electronic version” in brackets after the article’s title.</p>	<p>Vazire, S., & Gosling, S. (2004). E-perceptions: Personality impressions based on personal web sites [Electronic version]. <i>Journal of Personality and Social Psychology, 87</i>, 123-132.</p>
<p>Article from a Database</p> <p>When referencing material obtained from an online database (such as a database in library), provide appropriate print citation information (formatted just like a “normal” print citation would be for that type of work). Then add information that gives the date of retrieval and the proper name of the database.</p>	<p>Johnson, M. D., Olsen, L. L., & Andreassen, T. W. (2009). Joy and disappointment in the hotel experience: Managing relationship segments. <i>Managing Service Quality, 19</i>(1), 4-30. Retrieved January 2, 2009, from the Emerald database.</p>
<p>Article, Nonperiodicals, Document on the Web</p> <p>List as much of the following information as possible (sometimes have to hunt around to find the information).</p> <p><i>Basic Format</i></p> <p>Author. (Year). <i>Title</i>. Retrieved Month Day, Year of Access, from address of URL.</p> <p><i>If the date is unavailable for the document use (n.d.) for no date.</i></p>	<p>Fink, L. D. (1999). <i>First day of class: What can/should we do?</i>. Retrieved December 10, 2009, from http://honolulu.hawaii.edu/Intranet/commitees/FacDevCom/guidebk/teachtip/firstday.htm.</p>

REFERENCES

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: American Psychological Association.

Guide to citation in APA style. (n.d.). Retrieved December 30, 2010, from http://media.library.ku.edu.tr/refpgs/sociology/style_apa.htm#CITING.

Holloway, B. R. (2008). *Technical writing basics: A guide to style and form* (4th ed.). Upper Saddle River: Pearson/Prentice Hall.

Li, X., & Crane, N. B. (1996). *Electronic styles: A handbook for citing electronic information*. Medford, NJ: Information Today.

Troyka, L. Q., & Hesse, D. (2006). *Simon & Schuster handbook for writers* (8th ed.). Upper Saddle River, NJ: Pearson Prentice Hall.

Turabian, K. L. (2007). *A manual for writers of research papers, theses, and dissertations: Chicago style for students and researchers* (7th ed.). Chicago: The University of Chicago Press.

Winker, A. C. (1999). *Writing the research paper: A handbook with both MLA and APA documentation style* (5th ed.). Forth Worth, TX: Harcourt Brace College.