What we will cover today

- Stylistics of APA
- Formatting a paper using APA guidelines
- What kinds of material do I need to document?
- How often should I cite?
- APA parenthetical citations
- Reference list
- Resources for more APA help
APA Stylistics: Point of View and Voice

- Use personal pronouns where appropriate:
  - We conducted an experiment… (NOT The authors conducted an experiment….)

- Use the active voice rather than passive voice:
  - The participants responded… (NOT The participants have been asked….)
APA Stylistics: Language

- **clear**: be specific in descriptions and explanations
- **concise**: condense information when you can
- **plain**: use simple, descriptive adjectives and minimize the figurative language
Formatting a paper using APA guidelines

- Typeface (12-pt Times New Roman)
- Text is left-justified and double-spaced throughout paper
- Margins (1 inch margins on all sides)
- Page header (Running head plus page number) on all pages
- Use two spaces after a period
Your paper should include four major sections:
Formatting a paper using APA guidelines, cont’d

- Title Page
  - Title
  - Name
  - Institutional affiliation
  - Page header

- For academic papers (check with instructor first):
  - Course
  - Instructor name
  - Date
Effectiveness of a Constant Time Delay Program on Teaching Sixth Grade Mathematics

Bruce R. Dunn
Northeastern State University
If required, the Abstract page immediately follows the title page.

- It is accurate.
- It is self-contained.
- It is concise and specific.
- It is nonevaluative.
- It is coherent and readable.
Mathematical computation has been traditionally difficult for sixth grade learning handicapped (LH) students. Lack of reflection time is one of the critical obstacles in the process of instruction. The purpose of this investigation is to assess the effectiveness of a time delay procedure on teaching LH students basic multiplication facts. Thirty-five students will be given a specific amount of extra time to respond to mathematical questions, and similar students in a control group will receive no additional time. At the end of the semester, the effectiveness of the time delay program will be examined using a pre-test, post-test, equivalent group design.
Formatting a paper using APA guidelines, cont’d

- Repeat title of paper on first full page of text (centered, at the top of the page, no boldface).
- Identify the sources you use in the paper in parenthetical in-text citations.
- Format tables and figures.
The Role of Mentoring in the Retention Rate of First-Generation College Students

First-generation college students face a set of unique challenges. Straddling two cultures, the culture of their families and upbringing and the culture of higher education, these students are often pioneers in their families, schools, and communities (Wiljanen, 2003). Being a “trailblazer” in this way means establishing a definition of what it means to be successful in school and in life. Since first-generation students are the ones writing their own history, they are making a blueprint of ideas, actions, and attitudes for others to emulate; no one else has gone before them to set an example that they can follow. Wiljanen (2003) clearly delineates the challenges first-generation college students must confront: tension that results from the conflict of commitment to family versus the demands of higher education, lower self-efficacy, conflicting messages from family and the institution concerning educational and career choices, lack of academic preparation and study skills, and the dearth of mentors or role models to help them
What You Must Document

- Quotations
- Information and Ideas
APA parenthetical citations

1) If the author’s name is mentioned in the text of the paper, only the date need be cited.

Lemme (2002) studied gender roles among marriages in which both partners worked...

2) If the author’s name is not mentioned in the text of the paper, both the name and date must be cited.

In marriages where both partners work full-time, gender roles are less clearly defined (Lemme, 2002).
APA parenthetical citations

- Two authors: Cite both names every time reference occurs in text:

  Brothen and Wambach (2003) found that students who took two or more remedial courses were twice as likely to drop out of college.

  Students who took two or more remedial courses were twice as likely to drop out of college (Brothen & Wambach, 2003).
APA parenthetical citations

- Three, four, or five authors: Mention all authors the first time the reference occurs in text.
- In each subsequent citation, give the last name of the first author and et al.

Adams, Kearns, and Brubaker (2000) studied graduation rates of students who took remedial courses…

Adams et al. (2000) found that…
APA parenthetical citations

- Six or more authors:
  - Smith et al. (2002) found…

- Groups as authors:
  - 1st Citation:
    - (American Psychological Association [APA], 2000).
  - Subsequent Citations:
    - (APA, 2000).
APA parenthetical citations

● No author
  – Use title as author on References list; in text, cite first few words of title:

● Authors with same surname
  – Include initials
APA parenthetical citations

Direct quote:

• Provide author, date, and page number:

  According to Siebert, Mutran, and Reitzes (1999), peers of the same cohort are able to form a satisfying bond because they can reminisce about back when, which enables them to “continue to contribute to identities as competent peers, despite current circumstances” (p. 530).

• Quotes under 40 words are incorporated into the text.
APA parenthetical citations

Direct quote:

• Quotes longer than 40 words are set off in a freestanding block indented about ½ inch from left margin (in the same position as a new paragraph). Double-space the quote; no quotation marks are necessary. Provide author, date, and page number:
Kennedy (2004) classifies women who are post-menopausal and pre-retirement as moving into a “third age” (para. 9). In this age, women have a unique opportunity for reinvention. Gone is the idea that this third age is a brief intermezzo between midlife and drastic decline. Instead it has the potential to become the best stage of all, an age of liberation when individuals combine newfound freedoms with prolonged health and the chance to make some of their most important contributions to life. (para. 9)
APA parenthetical citations

- Introduce authors that you’re quoting or paraphrasing with signal phrases.
- Use signal verbs such as acknowledge, contend, maintain, respond, report, argue, conclude, etc.
- Use the past tense or the present perfect tense of verbs in signal phrases.
- In general, foreground the research and not the researchers.
APA parenthetical citations

If the source has no date, use *n.d.* in-text and on the References list:

The Bill and Melinda Gates Foundation’s Early Colleges initiative (n.d.) addresses one way to prepare high school students for college.
If the source has no page number:

Use the paragraph number preceded by the paragraph symbol or the abbreviation para. If the paragraph number is not visible, cite the heading and the number of the paragraph following it to direct the reader to the location of the material:

(Adams, 2002, para. 8)
(McCabe, 2004, Conclusion section, para. 1)
Paraphrasing, quoting, and summarizing sources in APA style

- How often do I cite in text?
  - cite after the first sentence in a paragraph that is paraphrased information
Mentoring is a possible way to bridge the gap between experiences and expectations that a first-generation college student may feel upon entering college. Mentorship is important because it helps to ease the feeling of disconnectedness that exists in higher education between first-generation college students and the key people who are trying to work with them (Bryant, 2004). Unless the institution has some sort of support system in place, first-generation college students may find it difficult to sustain the motivation necessary for college success (Thile & Matt, 1995). Tinto (1975) noted that “extensive, high-quality” interactions with faculty and staff were key factors in student retention. Simply put, “it is the individual’s integration into academic and social systems of the college that most directly relate to his continuance in college” (Tinto, 1975, p. 73). Thus, a mentor is a critical facilitator of the first-generation college student’s integration into the campus community.

Example 2:

According to Lemme (2002), females tend to adopt an expressive role, meaning that their gender role is to be cooperative, nurturing, and sensitive to the needs of others. Males, on the other hand, adopt an instrumental role, which is “goal and achievement oriented” (p. 104). In this sense, males show aggression, dominance and assertiveness. Since the instrumental role is valued by society, which places tremendous emphasis on competition and success through dominance, women who do not follow this behavioral role may rate themselves as less competent and see their accomplishments with lesser value than those of a male (Lemme, 2002).
Next…

- Reference list
References list

- List the sources used in the preparation of your paper.
- Each source on the Reference list must be cited within the paper, and each in-text citation must be on the References list.
- Alphabetize the entries on your References list by the last name of the first author of each work.
References


Finally...

- Resources for more APA help
Resources for more APA help

NSUBA Writing Center, BALB 226
Phone: (918) 449-6519 (Coordinator)
      (918) 449-6060 (Writing Center)
Useful Web sites:
https://nsuok.mywconline.com
http://owl.english.purdue.edu
http://blog.apastyle.org/
Thank You!

Any questions? Call or come by the Broken Arrow Writing Center today!