APA Reference List and Reference Examples
(Chapters 9 & 10 in the *Publication Manual*)[1]

A reference list provides a reliable way for readers to identify and locate the works cited in your paper. In general, each work cited in the text must appear in the reference list, and each work in the reference list must be cited in the text.

Exceptions that do not need a reference list entry are the following:
- personal communications
- general mentions of websites and periodicals
- common software and apps
- quotations from research participants in your own study (*Publication Manual*, Sections 2.12 and 8.4)

The reference elements are placed in a specific order: *Who?* (Who is responsible for or the creator of this source?) *When*? (When was this source created or published?) *What*? (What is the name or title of this source?) *Where*? (Where is this source located?)

Tips for creating an accurate reference list following APA 7th edition guidelines:

- All sources on your reference list will have elements that answer the Who? When? What? and Where? questions—it does not matter whether the source is a webpage, a journal article, a book, or a government report. Record the answers to each of these questions for every source you collect—at the moment you find it!

- You can often find this information on the title page of a journal article or on the copyright page of a book. On webpages, you might see a suggested citation.

- If you are researching online through the NSU Library, look for the "Cite" icon for the sources on your results list. Click on it to select APA 7th edition for your source and copy the suggested citation into your paper. Always check the suggested citation for missing information and for incorrect formatting.

- Citation generators are a good tool; they can help you fill in these elements and get the bare bones of the citation. However, use with caution and always check the suggested citation against the *Publication Manual* to ensure proper APA 7th edition formatting is being applied.

---

[1] **Source for all guidelines:**
American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). https://doi.org/10.1037/0000165-000

Writing Center in Broken Arrow
Committed to Creating Stronger Writers in all Disciplines
BALB 106
www.nsuok.edu/wcba

To format the reference list:

- The reference list will have the label **References** that is in bold font and placed 1" from the top of the page.
- Start the reference list on a new page.
- Continue the page numbering from the last page of text.
- Alphabetize the reference list by the last name of the first author of each work.
- Double space the reference list (both within and between entries); do not add additional spaces between entries.
- Apply a hanging indent to your references. A hanging indent can be formatted from the Paragraph dialog box in Microsoft Word.

Reference examples

The examples below illustrate how to format common types of references. These examples are not exhaustive. Consideration of the Who? When? What? Where? elements and answering those questions will allow you to create a reference for any type of work, even if you do not see a specific example from the *Publication Manual* that matches your source (Section 9.4). **Note:** All examples are given in single-spaced text. In application, APA papers will use double-spacing.

Authors' names are inverted (last name first); give the last name and initials for all authors of a particular work.

Journal Article (Section 10.1, #1)
Salgado, J. F., Moscoso, S., & Berges, A. (2013). Conscientiousness, its facets, and the prediction of job performance ratings: Evidence against the narrow measures. *International Journal of Selection & Assessment*, *21*(1), 74–84. https://doi.org/10.1111/ijsa.12018

Book (Section 10.2, #21)
Jensen, E. (2008). *Brain-based learning: The new paradigm of teaching* (2nd ed.). Corwin Press.

Use sentence case capitalization for titles. Use italics for stand-alone works.

Report (Section 10.4, #50)
Roberts, D. J. (2006). *Law enforcement tech guide for creating performance measures that work: A guide for executives and managers* (Accession Number 022217). U.S. Department of Justice. https://nicic.gov/law-enforcement-tech-guide-creating-performance-measures-work-guide-executives-and-managers

Webpage on a Website (Section 10.16, #110)
Strogatz, S. (2019, March 14). *Pi Day: How One irrational number made us modern*. The New York Times. https://www.nytimes.com/2019/03/14/science/pi-math-geometry-infinity.html

Most references do not need retrieval dates.

YouTube Video (Section 10.12, #90)
Clark, C. (2016, December 12). *Strategies for adding and subtracting decimals* [Video]. YouTube. https://www.youtube.com/watch?v=ZliWiU-6UpQ