



# APA QUICK GUIDE

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APA is the American Psychological Association's guidelines for formatting manuscripts and citing sources in the social sciences.

This quick reference provides formats for the most commonly cited sources and is by no means an exhaustive list.

## Formatting checklist

- Margins = one inch
- Times New Roman font, 12 point
- Double-spaced throughout
- Page numbers start on the title page, top right
- Quotations that are **forty or more words** should be **blocked, double-spaced, and indented .5 inches**.
- Abstract has its own page.

## General Reference/In-text Citation Formats

### Book:

Author, A. A. (Year of Publication). *Title of work: Capital letter also for subtitle*. Location: Publisher.

### In-text Citation:

(Author's last name, year of publication, p. page number).

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### Journal Articles:

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of Periodical, volume number* (issue number), pages.

### In-text Citation:

(Author's last name, year of publication, p. page number).

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### Websites:

Author, A. A. (Date). Title of document. Retrieved from <http://URL>

### In-text Citation:

(Author's last name, year of publication, p. or para. number).

\* All examples are adapted from the OWL at Purdue University and APA Style Blog.