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Guidelines for Citations and Reference Lists

In-Text Citations

1. Include the author's last name, the year of publication, and the page number (for quotes), either as part of the text of your paper or in parentheses. For example: (Smith, 2011, p. 17). Use p. for a single page and pp. for double pages.
2. Long Quotes: If the quotation is 40 or more words use a freestanding block of text
 - start on a new line
 - indent the block about half an inch from the left
 - use double spacing
 - omit quotations marks
3. If the page number is not available, use paragraph number instead.
4. If a source has no author or editor, use a few words of the title instead.
5. Each in-text citation must lead to the full reference list entry for that source.
6. Three to five authors: At first mention:

Smith, Jones, Khan, Patel, and Chen (2012) or (Smith, Jones, Khan, Patel, & Chen, 2012)

At subsequent mentions:

Smith et al. (2012) or (Smith et al., 2012)

In cases where two or more references would shorten to the same form, retain all three names.

7. Six or more authors: Smith et al. (2012) or (Smith et al., 2012)
8. Groups of authors that would shorten to the same form: Cite the surnames of the first author and as many others as necessary to distinguish the two references, followed by comma and et al.
9. Author with two works in the same year: Put a, b, c after the year
(Chen, 2011a, 2011b, in press-a)
10. Secondary reference: When it is not possible to see an original document, cite the source of your information on it; do not cite the original assuming that the secondary source is correct.
Smith's diary (as cited in Khan, 2012)
11. References to classical works such as the Bible and the Qur'an are cited only in the text. Reference list entry is not required. Cite year of translation (Aristotle, trans. 1931) or the version you read: Bible (King James Version).
12. References to personal communications are cited only in the text:
A. Colleague (personal communication, April 12, 2011)

13. Endnotes should be kept to a minimum. Any references cited in notes should be included in the reference list.

Reference Lists

1. The references page is usually located at the end of your written document. However, tables and/or appendices, if used, come after the references page.
2. The references page lists only the sources you cited in your paper. Every reference list entry should have at least one corresponding in-text citation.
3. Center the heading, References, at the top of the page.
4. Alphabetize entries in the References list by the authors' last names.
5. Author's first names are NOT included in the entries; include only the initials of given name(s). For example: Wells, A.
6. If a work has no author, place the title first and use that to alphabetize it within reference list. If there is no date, use (n.d.). For a full template explaining how to format your citation when information is missing, visit APA's reference template PDF: <http://blog.apastyle.org/files/howto-cite-something-you-found-on-a-website-in-apa-style---table-1.pdf>
7. The references list is **double-spaced** within AND between citation entries. (not for Persian citations)
8. Use the hanging indent format: each entry begins flush left, and any additional lines are indented one-half inch (or five spaces).
9. Capitalization matters; only the **first word of titles and subtitles** is capitalized, in addition to proper names. However, each significant word in the titles of journals, newspapers and magazines (for example, Canadian Journal of Earth Sciences) is capitalized and italicized.
10. Titles of articles from journals are NOT italicized.
11. Use only the name of the publishing company (do not include "Company" or "Inc." etc.).
12. Do NOT insert a hyphen when dividing a web address (URL) at the end of a link.
13. URLs/web addresses should NOT be hyperlinks. Use plain black text.

Books

- Print Book
- Electronic (eBook)
- Article or Chapter in Anthology or Edited Book

Print Book

Citation elements required and general format:

Author(s) or editor(s). (Year). *Title of book: Subtitle of book* (Edition). City, State abbreviation or Country of publication: Publisher.

➤ One Author:

Reference list citation

Label, W. A. (2010). *Accounting for non-accountants: The fast and easy way to learn the basics* (2nd ed.). Naperville, IL: Sourcebooks.

In-text citation

- **One Author named in your paper:**

Smyth (2008, p. 40) reported that ...

OR:

Smyth (2008) indicated that “insert quote here” (p. 40).

- **One Author not named in the text of your paper:**

... as one researcher reported (Smyth, 2008, p. 40).

OR:

This case indicated that “insert quote here” (Smyth, 2008, p. 40).

➤ Two authors:

Reference list citation

Roitman, J. L., & LaFontaine, T. P. (2012). *The exercise professional's guide to optimizing health: Strategies for preventing and reducing chronic disease*. Philadelphia, PA: Wolters Kluwer Health.

In-text citation

- **Two Authors named in the text of your paper:**

Use the word “and” between the authors’ names in the text of your paper; use the ampersand “&” in the in-text citation brackets.

Research by Smyth and Hanson (2007) indicated “quote here” (p. 59).

OR:

Smyth and Hanson concluded the same (2007, p. 59).

- **Two Authors not named in the text of your paper:**

The researchers concluded the same facts (Smyth & Hanson, 2007, p. 59).

OR:

The researchers (Smyth & Hanson, 2007) concluded “insert quote here” (p. 59).

- **Three to seven authors:**

Reference list citation

Bulliet, R. W., Crossley, P. K., Headrick, D. R., Hirsch, S. W., Johnson, L. L., & Northrup, D. (2011). *The earth and its peoples: A global history* (5th ed.). Boston, MA: Wadsworth.

In-text citation

Research by Blaine, Hobbs, Adamson, Berry and Kal (1993, p. 45) is positive.

OR:

... as concluded by the researchers (Blaine, Hobbs, Adamson, Berry & Kal, 1993, p. 45).

In subsequent citations, use only the first author’s name followed by “et al.” (Blaine et al., 1993, p. 45).

- **Eight or more authors:**

Reference list citation

Gradel, E., Kolaitis, P. G., Libkin, L., Marx, M., Spencer, J., Vardi, M. Y., ... Weinstein, S. (2007). *Finite model theory and its applications*. Berlin, Germany: Springer.

For works with 8 or more authors, list the first 6 authors, followed by 3 full stops (...) then the last author’s name.

In-text citation

(Gradel et al., 2007, p. 35)

OR

Gradel et al. (2007, p. 35) stated...

Cite only the surname of the first author followed by et al.

- **Multiple Authors:**

Murray, R. B., Zentner, J. P., & Yakimo, R. (2009). *Health promotion strategies through the life span*. Upper Saddle River, NJ: Pearson Prentice Hall.

- **No Author or Editor:**

Reference list citation

New concise world atlas. (2007). New York, NY: Oxford University Press.

In-text citation

... according to the British map (*New concise world atlas*, 2004, p. 15).

➤ **Multiple works by the same author:**

Reference list citation

Martin, G. (2008). *Essentials of terrorism: Concepts and controversies*. Los Angeles, CA: Sage Publications.

Martin, G. (2010). *Understanding terrorism: Challenges, perspectives, and issues*. Thousand Oaks, CA: Sage Publications.

Order chronologically in the reference list.

In-text citation

University research (Martin, 2008, 2010) has indicated that...

➤ **Multiple works published in the same year by the same author:**

Reference list citation

Napier, A. (1993a). *Fatal storm*. Sydney, NSW: Allen & Unwin.

Napier, A. (1993b). *Survival at sea*. Sydney, NSW: Allen & Unwin.

Order alphabetically by title in the reference list.

In-text citation

In recent reports (Napier, 1993a, 1993b)...

Use a/b etc. to differentiate between works in same year.

➤ **Works by different authors with same surname:**

Reference list citation

Green, L. (2010). *The internet: An introduction to new media*. New York, NY: Berg.

Green, R. (2008). *Global warming*. Ann Arbor, MI: Cherry Lake Publishing.

In-text citation

(L. Green, 2010) OR L. Green (2010)

(R. Green, 2008) OR R. Green (2008)

➤ **One Editor:**

Smither, J. W. (Ed.). (1998). *Performance appraisal: State of the art in practice*. San Francisco, CA: Jossey-Bass.

➤ **Multiple Editors:**

Baker, A., Dutton, S., & Kelly, D. (Eds.). (2004). *Composite materials for aircraft structures*(2nd ed.). Reston, VA: American Institute of Aeronautics and Astronautics.

➤ **Different Editions:**

Renton, N. (2004). *Compendium of good writing*(3rd ed.). Milton Keynes, UK: John Wiley & Sons.

OR

Merriam-Webster's collegiate dictionary(11th ed.). (2005). Springfield, MA: Merriam-Webster.

An edition number is placed after the title of the work - this is not necessary for a first edition.

➤ **Encyclopedia, dictionary or multi-volume work:**

Sadie, S. (Ed.). (1980). *The new Grove dictionary of music and musicians*(6th ed., Vols. 1-20). London, UK: Macmillan.

➤ **Translation:**

Author, J. J. (2012). *Book title: And subtitle*. (L. Khan, Trans.). Abingdon: Routledge.

➤ **Not in English**

Piaget, J., & Inhelder, B. (1951). *La genèse de l'idée de hasard chez l'enfant* [The origin of the idea of chance in the child]. Paris: Presses Universitaires de France.

Electronic Book (eBook)

Citation elements required and general format:

Author(s) (if editor, include (Ed.) after name). (Year). *Title of eBook: Subtitle of eBook*(Edition). [Type of eReader version]. Retrieved from URL of book

Reference list citation

If using a handheld eReader, include information about this version in square brackets.

➤ **One Editor, no DOI** (eBook found in *Knovel*/database):

Kutz, M. (Ed.). (2009). *Eschbach's handbook of engineering fundamentals*(5th ed.). Retrieved from http://www.knovel.com.libezproxy.nait.ca/web/portal/browse/display?_EXT_KNOVEL_DISP_LAY_bookid=2441

➤ **One Author, no DOI** (eBook read on Kindle Fire):

Glazer, H. (2011). *High performance operations: Leverage compliance to lower costs, increase profits, and gain competitive advantage*. [Kindle eBook version]. Retrieved from http://www.amazon.com/High-Performance-Operations-Competitive-ebook/dp/B005R4NO6Q/ref=sr_1_3?s=digitaltext&ie=UTF8&qid=1328566689&sr=1-3

In-text citation

When citing an eBook from a handheld eReader, do not use device-specific page numbers, as these can vary. Use only real page numbers that reflect the numbering of print books. If the real page numbers are unavailable, leave them out.

➤ **One Editor, real page numbers available:**

Kutz (2009, p. 260) illustrated that ...

OR:

... as was demonstrated previously (Kutz, 2009, p. 261).

Article or Chapter in Anthology or Edited Book

You cite an article, book chapter, or case study found in a source in both the references list and in an in-text citation.

Citation elements required and general format:

Author(s) or editor(s) of the chapter or entry or case study.(Year of book). Title of chapter or entry or case study. In First initial. Last name, & First initial. Last name (Eds.), *Title of book* (pp. xx-xx). City, State abbreviation or Country of publication: Publisher.

Reference list citation

- **Entry in an Anthology** (where H. LaFollette is the editor of the book):

Warren, M. A. (2007). On the moral or legal status of abortion. In H. LaFollette (Ed.), *Ethics in practice* (pp. 126-136). Malden, MA: Blackwell Publishing.

- **Case Study in a Textbook** (where J. Ness is the author of the book):

Pederson, S. (2008). The XYZ Group. In J. Ness, *Cases in digital processing* (pp. 11-20). Saskatoon, Canada: CDMA Publishing.

In-text citation

- **One author, entry in an anthology:**

Warren (2007, p. 132) illustrated that ...

OR:

... as research demonstrated in the previous ten years (Warren, 2007, p. 132).

- **Thesis or Dissertation—unpublished:**

Reference list citation

Ciccarelli, M. L. (2008). *Variation of posture and muscle activity during information and communication technology use by adults and school children*. (Unpublished doctoral dissertation). Curtin University of Technology, Bentley, W. A.

In-text citation

(Ciccarelli, 2008, p. 89)

- **Thesis or Dissertation—published available from an institutional database:**

Reference list citation

Dwyer, R. (2009). *Agency and exchange: An ethnography of heroin marketplace*. (Doctoral dissertation). Retrieved from <http://espace.library.curtin.edu.au>

Shorten URL

In-text citation

(Dwyer, 2009, p. 152)

Journal Articles

- Print Journal Article
- Online Journal Article (With DOI / Digital Object Identifier)
- Online Journal Article (Without DOI / Digital Object Identifier)
- In-press Articles
- Abstract as Original Source
- Not in English Articles

Print Journal Article

Citation elements required and general format for journal **paginated by volume** (page numbers continue throughout year):

Author(s). (Year). Title of journal article: Subtitle of article. *Title of Journal, Volume number*, page number(s).

Citation elements required and general format for journal **paginated by issue** (each issue begins with page 1):

Author(s). (Year). Title of journal article: Subtitle of article. *Title of Journal, Volume number*(issue number), page number(s).

Reference list citation

➤ **Two or more authors, issue number not included:**

Kim, Y., & Wells, A. (2005). The impact of forest density on property values. *Journal of Forestry, 103*, 146-151.

➤ **Two or more authors, issue number included:**

Shang-Ping, X., Deser, C., Vecchi, G., Jian, M., Haiyan, T., & Wittenberg, A. (2010). Global warming pattern formation: Sea surface temperature and rainfall. *Journal of Climate, 23*(4), 966-986. doi: 10.1175/2009JCLI3329.1.

➤ **No Author:**

Order in the oil sands. (2008). *Petroleum Journal, 174*(6), 15-21.

In-text citation

➤ **One Author named in your text:**

Smyth (2008, p. 40) found that...

OR:

Smyth (2008) indicated that "insert quote here" (p. 40).

➤ **One Author not named in your text:**

... as one researcher reported (Smyth, 2008, p. 40).

OR:

This case indicated that “insert quote here” (Smyth, 2008, p. 40).

➤ **Two Authors named in your text:**

Smyth and Hanson (2007) reported “insert quote here” (p. 59).

OR:

Smyth and Hanson (2007, p. 59) demonstrated that ...

➤ **Two Authors not named in your text:**

The researchers concluded the same facts (Smyth & Hanson, 2007, p. 59).

OR:

The researchers (Smyth & Hanson, 2007) concluded “insert quote here” (p. 59).

➤ **No author:**

... as was reported in the final study (“Order in the oil sands”, 2008, p. 17).

Online Journal Article (With DOI / Digital Object Identifier)

Citation elements required and general format for journal **paginated by volume** (page numbers continue throughout year):

Author(s). (Year). Title of journal article. *Title of Journal, Volume*, page number(s). doi: DOI of article

Citation elements required and general format for journal **paginated by issue** (each issue begins with page 1):

Author(s). (Year). Title of journal article. *Title of Journal, Volume(Issue)*, page number(s). doi: DOI of article

Reference list citation

➤ **Multiple authors, issue number not included** (article found in *Nursing and Allied Health* database):

Street, M. E., Volta, C., Ziveri, M. A., Viani, I., & Bernansconi, S. (2009). Markers of insulin sensitivity in placentas and cord serum of intrauterine growth-restricted newborns. *Clinical Endocrinology*, 71, 394-399. doi: 10.1111/j.1365- 2265.2009.03533.x

In-text citation

➤ **Multiple Authors:**

New research published by Street, Volta, Ziveri, Viani, and Bernansconi concluded “insert quote here” (2009, p. 200).

OR:

... as the researchers concluded (Street et al., 2009, p. 200).

Online Journal Article (Without DOI / Digital Object Identifier)

Citation elements required and general format for journal **paginated by volume** (page numbers continue throughout year):

Author(s). (Year). Title of journal article. *Title of Journal, Volume*, page number(s). Retrieved from URL of the article

Citation elements required and general format for journal **paginated by issue** (each issue begins with page 1):

Author(s). (Year). Title of journal article. *Title of Journal, Volume(Issue)*, page number(s). Retrieved from URL of the article

Reference list citation

➤ **One Author** (article found in *Applied Science and Technology* database):

Teska, K. (2010). Cases of misplaced technology. *Mechanical Engineering*, 132(6), 47. Retrieved from http://go.galegroup.com.libezproxy.nait.ca/ps/i.do?id=GALE%7CA235630942&v=2.1&u=nait_l_main&it=r&p=AONE&sw=w

In-text citation

➤ **One Author:**

... and the research was supported by Drummond (2009, p. 18).

OR:

... the researcher concluded that “insert quote here” (Drummond, 2009, p. 18).

➤ **More than 7 authors**

For works with more than 7 authors, list the first 6 authors, followed by 3 full stops (...) then spell out the last author’s name.

Reference list citation

Keogh, L. A., van Vliet, C. M., Studdert, D. M., Maskiell, J. A., Macrae, F. A., St John, D. J., ... Jenkins, M. A. (2009). Is the uptake of genetic testing for colorectal cancer influenced by knowledge

of insurance implications? *Medical Journal of Australia*, 191(5), 255-258. Retrieved from http://www.mja.com.au/public/issues/191_05_070909/keo11470_fm.pdf

In-text citation

(Keogh et al., 2009, p.256)

If an article is in pdf format, cite the page number. If it is in .html format, cite the paragraph number.

In-press Articles

Reference list citation

Briscoe, R. (in press). Egocentric spatial representation in action and perception. *Philosophy and Phenomenological Research*. Retrieved from <http://cogprints.org/57801/ECSRAP.F07.pdf>

In-text citation

(Briscoe, in press)

Abstract as Original Source

Reference list citation

Giglia, R.C. (2012). Alcohol consumption for breastfeeding women: Where to for policy makers? *Current Pediatric Reviews*, 8(4), 299-303. Abstract retrieved from <http://www.scopus.com.dbgw.lis.curtin.edu.au>

In-text citation

(Giglia, 2012)

Not in English Articles

If the original version is used as the source, cite the original version. Use diacritical marks and capital letters for the original language if needed. If the English translation is used as the source, cite the English translation. Give the English title without brackets.

Reference list citation

Author, M. (2000). Title in German [Title in English]. *Journal in German*, 21, 208–217. doi: xx.xxxxxxxxxx

Periodicals (Newspapers & Magazines)

- Print Newspaper Article
- Online Newspaper Article
- Online Magazine Article

Print Newspaper Article

Citation elements required and general format. Unlike a journal article, p. or pp. precedes page numbers for a newspaper reference in APA style. Single pages take p. (for example: p. B2) and multiple pages take pp. (for example: pp. A4-A3).

Author(s). (Year, Month Day). Title of journal article. *Title of Newspaper*, page number(s).

Reference list citation

➤ **One Author:**

Kleiss, K. (2010, October 12). Housing plan overturns decades of practice. *Edmonton Journal*, pp. A1-A3.

➤ **No Author:**

Mandel received council support (2010, October 2). *Edmonton Journal*, p. B4.

In-text citation

➤ **One Author:**

... as reported in the *Edmonton Journal* (Kleiss, 2010, p. A1).

OR:

Kleiss discounted the statistics (2010, p. A3).

➤ **No Author:**

... As reported in the *Edmonton Journal* ("Mandel", 2010, p. B4).

OR:

... as reported in 2010 ("Mandel", p. B4).

Online Newspaper Article

Citation elements required and general format:

Author(s). (Year, Month Day). Title of article: Subtitle of article. *Title of Newspaper [Edition if applicable]*, page number(s) or section letter(s). Retrieved from URL of article

Reference list citation

Do *not* abbreviate the month when citing online magazines. Include p. or pp. for page number(s). **One Author** (article found in *Canadian Newsstand* database):

Jack, I. (1998, October 24). Cleaner gasoline will cost jobs industry. *Financial Post [Weekly Edition]*, p. 3. Retrieved from <http://search.proquest.com.libezproxy.nait.ca/docview/442171876?accountid=12654>

In-text citation

➤ **One Author:**

Jack (1998, p. 2) found that cleaner gasoline was more expensive.

OR:

... as the author concluded (Jack, 1998, p. 2).

Online Magazine Article

Citation elements required and general format:

Author(s). (Year, Month Day). Title of article: Subtitle of article. *Title of Magazine*, Volume(Issue), page number(s). Retrieved from URL of article

Reference list citation

Do *not* abbreviate the month when citing online magazines.

- **One Author** (article found in *Academic Search Complete* database):

Weinman, J. J. (2008, May 5). Where should we put the violins? A debate over how to place orchestras' string section heats up in the classical world. *Maclean's*, 121(17), 54. Retrieved from <http://libezproxy.nait.ca/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=a9h&AN=31900477&site=ehost-live&scope=site>

In-text citation

- **One Author:**

... as Weinman successfully debated the topic (2008, p. 54).

OR:

A recent article debated the topic once again (Weinman, 2008, p. 54).

Conference Papers

If you are not able to find out all the information identified in the general format, include only what is available from the source.

- **Citation information required and general format of paper with DOI:**

Author, A. A. (YEAR, month). *Paper title*. Paper presented at Title of Conference/Symposium, City, State. doi: DOI of paper

- **Citation information required and general format of paper without DOI:**

Author, A. A. (YEAR, month). *Paper title*. Paper presented at Title of Conference/Symposium, City, State. Retrieved from URL

Reference list citation

➤ Conference Paper found online, no DOI:

Keshavarzi, R., Mohammadi, S., & Bayesteh, M.S. (2012, June). *Hydraulic fracture propagation in unconventional reservoirs: The role of natural fractures*. Paper presented at the 46th U.S. Rock Mechanics/Geomechanics Symposium, Chicago, IL. Retrieved from <http://www.onepetro.org.libezproxy.nait.ca/mslib/app/Preview.do?paperNumber=ARMA-2012-129&societyCode=ARMA>

In-text citation

...as reported by Keshavarzi, Mohammadi, and Bayesteh (2012).

OR:

...such as the research reported on last year at the U.S. Rock Mechanics/Geomechanics Symposium (Keshavarzi, Mohammadi, & Bayesteh, 2012).

Websites

- Webpage or Document from a Website
- Wikipedia Entries
- Blog Entries

If you are citing an entire website, you do not have to include a citation for the website in the list of references. You must, however, identify the source by providing the address of the website in your paper.

In-text citation

Kidspsych is a wonderful interactive web site for children (<http://www.kidspsych.org>).

Webpage or Document from a Website

If you are not able to find all of the information identified in the general format, include all that is available from the source. Please note that you **only need to include retrieval dates for websites with content that changes frequently and without warning** (such as wikis). Only include the date of publication or revision if it is clearly listed.

Citation elements required and general format:

Author(s).(Year).*Title of webpage or document: Subtitle*. Retrieved from URL that goes directly to the document

Reference list citation

➤ One Author:

McGrath, J. (2008). *How do dogs perceive time?* Retrieved from <http://animals.howstuffworks.com/pets/dogs-perceive-time.htm>

➤ **No Author:**

New child vaccine gets funding boost. (2001). Retrieved from http://news.ninemsn.com.au/health/story_13178.asp

➤ **No date (use n.d.):**

Heuristic. (n.d.) In *Merriam-Webster's online dictionary*(11th ed.). Retrieved from <http://www.m-w.com/dictionary/heuristic>

In-text citation

➤ **One author:**

... as McGrath stated (2008).

OR:

... as stated by the researcher (McGrath, 2008).

➤ **No Author, no page number:**

... was fully explained ("New Child Vaccine," 2010).

OR:

The "New Child Vaccine" site (2010) indicated that ...

➤ **No Author, page number is available:**

... the study indicated that "insert quote here" ("How Do Dogs," 2008,p. 5).

OR:

"How Do Dogs" (2008) argued that "insert quote here" (p. 5).

➤ **No Author, no page number, paragraph number available:**

This term is defined as "insert quote here" ("Heuristic," n.d., para. 1).

OR:

The "Heuristic" encyclopedia entry defined the term as "insert quote here" (n.d., para. 1).

Wikipedia Entries

Most scholarly research should rely on peer-reviewed or other academic works.

Ensure that the use of Wikipedia entries is approved by your Instructor.

Citation elements required and general format:

Title of Wikipedia article. (n.d.). In *Wikipedia*. Retrieved Month Day, Year, from URL.

Reference list citation

Wikipedia entries are dynamic and created as a collaborative effort. As such, no one author can be given credit for any entry and no creation date can be determined. **Because of their dynamic nature, the citation for any Wikipedia entry must contain a retrieval date, which indicates when the information was accessed.**

Flightless bird. (n.d.). In *Wikipedia*. Retrieved March 5, 2013, from http://en.wikipedia.org/wiki/Flightless_bird

In-text citation

As Wikipedia entries are collaboratively authored, in-text citations refer to the title of the Wikipedia entry.

As indicated by the “Flightless bird” (n.d.) entry...

OR:

Flightless birds are defined as ... (“Flightless bird,” n.d.).

Blog Entries

If you are not able to find all of the information identified in the general format, include only what is available from the source.

Citation elements required and general format:

Author(s). (Year, Month Day of the blog entry). Title of blog entry: Subtitle of entry. [Web log message]. Retrieved from URL

Reference list citation

➤ **One Author:**

Morris, E. A. (2009, July 2). The danger of safety [Web log message]. Retrieved from <http://freakonomics.blogs.nytimes.com/2009/07/02/the-dangerof-safety>

In-text citation

➤ **One Author:**

... as Morris indicted in his blog (2009, July 2).

OR:

... as the blogger emphasized (Morris, 2009, July 2).

Videos

- Streaming Video Retrieved from a Library Database
- Streaming Video Retrieved from Open Web (YouTube, Video, etc.)
- Motion Pictures
- Television and Radio Programs
- DVDs and Video Recordings

Streaming Video Retrieved from a Library Database

Streaming videos are delivered through the web. Many are available through subscription databases, such as Films on Demand. Some streaming videos were first published in another medium, such as DVD.

If you are not able to find out all the information identified in the general format, include only what is available from the source.

Citation information required and general format:

Name of Producer(s) or Director(s). (Responsibility such as Producer or Director). (Year, Month Day of production). *Title of streaming video: Subtitle of streaming video* [Video]. Retrieved from URL

Reference list citation

➤ **One Producer:**

Cambridge Educational. (Producer). (2006). *Information literacy: The perils of online research* [Video]. Retrieved from <http://digital.films.com.libezproxy.nait.ca/PortalPlaylists.aspx?aid=6122&xtid=35675>

➤ **Producer and Director:**

Paterson, N. (Producer & Director). (2005). *The ghost in your genes* [Video]. Retrieved from https://www.nait.ca/portal/server.pt/gateway/PTARGS_0_0_5108_0_0_43/http://www.nait.ca/secure/student/library/videoplayer.htm?vname=mp4:/private/109743h.mp4&w=640&h=480

In-text citation

➤ **Producer or Director:**

...as reported in Paterson's (2005) video.

OR:

...as described in the T-Rex video (University of Chicago, 2009)

Streaming Video Retrieved from Open Web (YouTube, Video, etc.)

Streaming videos are delivered through the web, for example those available on YouTube. Some streaming videos were first published in another medium, such as DVD. Locating a video on the open web often depends upon knowing the name or screen name of the person who posted the video. Use the poster's name for author; if there is no real name, use the screen name in its place, without brackets.

If you are not able to find out all the information identified in the general format, include only what is available from the source.

Citation information required and general format:

Last name, First initials. [Screen name]. (Year, Month Day). *Title of streaming video: Subtitle of streaming video* [Video file]. Retrieved from URL

Reference list citation

➤ **Real corporate name given:**

Government of Alberta. [YourAlberta]. (2012, September 11). *Reclamation in Alberta's boreal forest* [Video file]. Retrieved from <http://www.youtube.com/watch?v=IQ6AYnrKh7c>

➤ **Real name given:**

Braden, W. [WillBraden]. (2007, May 24). *Henri* [Video file]. Retrieved from http://www.youtube.com/watch?v=0M7ibPk37_U

➤ **No real name; screen name only:**

Severe Avoidance. (2012, October 17). *More grumpy cat* [Video file]. Retrieved from <http://www.youtube.com/watch?v=u9jc-w49pVs>

Motion Pictures

If you are not able to find out all the information identified in the general format, include only what is available from the source.

Citation information required and general format:

Name of Producer(s) or Director(s). (Responsibility such as Producer or Director). (Year). *Title of movie* [Motion picture]. Country of Origin: Studio.

Reference list citation

➤ **One Director:**

Moore, M. (Director). (2009). *Capitalism: A love story* [Motion picture]. USA: Alliance Films.

➤ **Producer and Director:**

Unger, B. (Producer), & Scott, T. (Director). (1995). *Crimson Tide* [Motion picture]. USA: Touchstone Home Entertainment.

In-text citation

When citing dialogue between two or more speakers, indicate who is speaking by including the character name before each new dialogue line in a block quote.

➤ **Quoting dialogue between two or more characters:**

JESSEP: "You want answers?"

KAFFEE: "I think I'm entitled to."

JESSEP: "You want answers?"

KAFFEE: "I want the truth!"

JESSEP: "You can't handle the truth!" (Sorkin, 1992).

➤ **Producer or Director:**

...as reported in Moore's (2009) video.

OR:

...as described in *Crimson Tide* (Unger & Scott, 1995).

Television and Radio Programs

➤ **Single episode in a series:**

Reference list citation

Thomason, M., Rudd, P., & Fineri, W. (Writers/Directors). (2007). North West Passage [Television series episode]. In T. Wright (Supervising Producer), *Captain Cook: Obsession and discovery*. Melbourne, Vic: Film Australia

In-text citation

(Thomason, Rudd, & Fineri, 2007)

➤ **Series or single programs**

Reference list citation

Leonard, D. (Producer), & de Pieri, S. (Presenter). (2009). *A gondola on the Murray* [Television series]. Melbourne, Vic: ABC Television.

A single program is called a Television broadcast. Specify the broadcast date for a single program.

In-text citation

Leonard and de Pieri (2009)

DVDs and Video Recordings

Reference list citation

American Psychological Association. (Producer). (2000). *Responding therapeutically to patient expressions of sexual attraction* [DVD]. Washington, DC: Author.

The word 'Author' is used as the publisher when the author and publisher are the same

In-text citation

(American Psychological Association, 2000)

Podcasts

If you are not able to find all of the information identified in the general format, include only what is available from the source. Use the URL that points to the podcast homepage rather than the individual podcast episode, as the homepage link is more likely to remain stable and active.

Citation information required and general format:

Author(s), (Author responsibility such as Author, Host, or Producer). (Year, Month Day of publication or production). *Title of podcast: Subtitle of podcast*[Audio podcast]. Retrieved from the URL for podcast homepage

Reference list citation

➤ **One Author, Host or Producer:**

McDonald, B. (Host). (2012, November 7). *The ocean of life* [Audio podcast]. Retrieved from <http://www.cbc.ca/quirks/>

In-text citation

➤ **One Author, Host or Producer:**

... according to the discussion in McDonald's podcast (2012).

OR:

... according to the discussion in the podcast (McDonald, 2012).

Images

Citation elements required and general format:

Creator(s) of the image or artwork. (Year image was created). [Description] OR *Title of image or artwork* [Type of work]. Retrieved from URL

Reference list citation

If the work is untitled, provide a description of the image in square brackets.

➤ **Photograph, one Creator:**

D'Arco, M.P. (2010). *What's in my fridge November 2010* [Photograph]. Retrieved from <http://www.flickr.com/photos/martinimike/5204582875/>

➤ **Artwork, one Creator:**

Van Gogh, V. (1889). *The starry night* [Painting]. Retrieved from <http://www.vangoghgallery.com/catalog/Painting/508/Starry-Night.html>

➤ **Photograph, no Creator or date:**

Stars [Digital art]. (n.d.). Retrieved from <http://free-extras.com/images/stars-2184.htm>

➤ **Artwork, no title:**

Dali, S. (1945). [Untitled portrait of a woman] [Painting]. Retrieved from <http://www.daligallery.com/html/galleries/painting17.htm>

In-text citation

In-text citations for images include the creator's last name, the title of the image, and the year the image was created, either as part of the text of your paper or in parentheses. If you have copyright permissions and are including an image in the text of your paper, you may instead indicate the image in-text by referring to it as Figure 1, 2, or 3 and so on. Place the image as close to its in-text citation as possible, and include a descriptive caption, with source and copyright information, beneath the image used.

➤ **One Creator, image NOT included in text of paper:**

The estimated value of *The Starry Night* (Van Gogh, 1889) has undergone an enormous shift since it was first painted ...

OR:

Painted in 1889, *The Starry Night* (Van Gogh) was originally valued at ...

➤ **One Creator, image included in text of paper:**

... as can be seen in photographs taken shortly after the storm died down (see Figure 1).

OR:

In its wake, the storm left behind trees and city infrastructure coated with ice (see Figure 1), with an estimated cost of...

➤ **One Creator, general captions format:**

Figure #. Description of image. "Title of image", from URL . Type of Copyright License Year of Publication by Copyright Holder. Reprinted with permission.



Figure 1. An example of the damage caused by a 2007 ice storm in Oklahoma. “Ice Storm2007”, from <http://www.flickr.com/photos/40147761@N04/4311703158/>. Creative Commons BY-NC-SA 2.0 2007 by M. L old woman. Reprinted with permission.

Lecture Notes & Handouts

If you are citing information from your personal notes, treat it as a personal communication; *refer to it only in-text*, not in the reference list. Official lecture notes or handouts from your instructor should be cited both in-text and in the reference list.

➤ **Citation elements required and general format for online resource:**

Author(s). (Year). *Title of handout or presentation* [Type of resource]. Retrieved from URL

➤ **Citation elements required and general format for print resource:**

Author(s). (Year). *Title of handout or presentation* [Type of resource]. Program or Department, Name of Institution, City, State Abbreviation or Country.

Reference list citation

➤ **Presentation from instructor, online:**

Smith, J. A. (2012). *Biggest engineering mistakes of the 21st century* [Powerpoint presentation]. Retrieved from <http://moodle.nait.ca/course/view.php?id=7076>

➤ **Handout from instructor, offline:**

Smith, P. R. (2012). *Robot boss battles* [Class handout]. Instrumentation Engineering Technology, NAIT, Edmonton, Canada.

In-text citation

➤ **Handout/presentation:**

John Smith indicated that ... (2012).

OR:

... as the handout emphasized (Smith, 2012).

Interviews (Personal Communications)

Includes personal interviews, telephone conversations, e-mail messages, private letters, etc. Cite personal communications in text only. Give the initials as well as the surname of the communicator and provide an exact date, if possible.

No personal communication is included in your reference list, unless the communication is recoverable (e.g., an archived interview transcript); in this case the materials should be cited as archival materials (see section 7.10 of the official APA Manual).

In-text citation

The cost of corn in America has been rising substantially as cars running on biofuels have risen in popularity (G. A. Smith, personal communication, October 5, 2012).

OR:

G. A. Smith (personal communication, October 5, 2012) argues that the popularity of biofuel vehicles has triggered a rise in the cost of corn.