CITATION OF SOURCES (6.11-6.21)

When paraphrasing or directly quoting from a source, you must give credit to the source. If the source is not credited, then you as the author of the paper assume credit for the ideas or the quotations contained within, and this constitutes plagiarism. The following information is an abridged version of the style and formatting guidelines found in the *Publication Manual of the American Psychological Association, 6th ed.* (2009).

**The Basics**

For **hardcopy sources** (6.04), the following information should be provided:
- A direct quote: (author’s last name, year, page number)
- A Paraphrase: (author’s last name, year)
  Although you do not have to put a page number when paraphrasing, you may want to indicate the page number so interested readers can easily find the passage.

For **electronic sources** (6.05):
- Many electronic sources do not have page numbers. If paragraph numbers appear on the document, then they must be used in place of page numbers with the abbreviation “para.” before the number to specify which paragraph the information is located:
  (author’s last name, year, para. 7)
- If the document includes headings but no paragraph or page numbers, then you must cite the heading and the paragraph number following it:
  (author’s last name, year, title of heading, para. 7).

*If a quotation is used mid-sentence* (6.03), cite its source immediately following the quotation, and then continue the sentence.

**In-Text Citations According to Situation**

1. **One work by one author (6.11):** (Author’s last name, year)
   - For example: (Wanis, 2007)
   - Or
   - Author’s last name (year) stated that....
     - For example: Wanis (2007) stated that....

   When the year is cited early in the paragraph and another reference to the source needs to be made within the same paragraph, you do not need to include the year as long as the study cannot be confused with another study. This rule applies to works with **one to five authors.** (3.94)
   - Example: Wanis et al. found that....
2. **One work by multiple authors (6.12):** When a work has two authors, always cite both names every time the source needs to be cited. When a work has three, four, or five authors, cite all of the authors the first time. If the source needs to be cited again, only use the first surname in the citation followed by “et al.”

Example: Wanis, Lee, Pais, Werdan, and Angerami (2007) found that.... [first citation]
Wanis et al. (2007) found that.... [subsequent citations]

When a work has **six or more authors**, cite only the first author followed by “et al.” and include the year in all citations.

3. **Groups as authors (6.13):** Groups such as corporations or government agencies are spelled out each time a text citation is used. If the group name is too long, an abbreviation can be used for subsequent citations:

Example:
First Citation: (University of Medicine and Dentistry of New Jersey [UMDNJ], 2007)
Subsequent Citations: (UMDNJ, 2007)

*Hint — within the text of the paper, once the group name is spelled out followed by the acronym in parentheses, the acronym may be used exclusively thereafter.*

Example:
According to the University of Medicine and Dentistry of New Jersey (UMDNJ)..... UMDNJ also states that....

4. **When a work has no author (6.15):** cite the first few words of the title and the year. Generally, when the work that is being cited is an article or chapter, use double quotation marks around the title. If the work is a periodical, book, brochure, or report, italicize the title. Note: These rules only apply to the formatting of titles within the parenthetical citation. Different rules apply to the formatting of titles within the reference list.

Example: (Learning disabilities, 2007) or (Social Issues in American Culture, 2007)

5. **Authors with the same surname (6.14):** include the author’s first initials in all text citations. *This helps the reader understand from which source the information came.*

Example: C. L. Lee (2007) and J. A. Lee (2006) also found that....

6. **Two or more works within the same parentheses (6.16):** order the citations of two or more works within the same parentheses in the same order in which they appear in the reference list.

Example: (Lee, 2006; Pais & Werdan, 2007; Wanis, 2005)

* If both works are by the same author: (Wanis, 2007, 2008)
7. **Classical works (6.18):** Classical works sometimes do not have a date of publication. In this instance, cite the author’s name, followed by a comma and “n.d.” for “no date”.

   Example: (Smith, n.d.)

   Classical works may have a year from the translation source you used. In this instance, use the author’s name, followed by a comma and “trans.” and the year.

   Example: (Smith, trans. 1955)

   *Exception:* Since reference entries are not required for major classical works such as ancient Greek and Roman works, as well as the Bible, simply identify the work in the first reference to the source in your paper.

   Example: 2 Cor.13:5 (New International Bible)

8. **Web sites without a date of publication (6.28):** When referencing a Web site without a date of publication, cite the author’s name, followed by a comma and “n. d.” for “no date”.

   Example: (Jones, n. d.)

   Hint — When writing an academic paper using scholarly works such as peer-reviewed journals or articles, these sources have dates of publication.

9. **Personal Communications (6.20):** This includes letters, memos, e-mails or electronic discussion boards, interviews, and telephone conversations. Since these types of sources are not listed in the reference page, you only need to cite these sources once. Provide the initials as well as the last name of the communicator and an exact date.

   Example: (C. L. Wani, personal communication, October 4, 2007)

10. **Indirect Sources (6.17):** When you are quoting or paraphrasing a passage spoken or written by one scholar or writer that is referred to within the work of another scholar or writer (an indirect source), include the original author’s name in the text and cite the author of the indirect source within the parenthetical reference using “as cited in”. By crediting both the original author and the author of the indirect source, the reader can easily locate the quoted passage and you protect yourself in case the original author was misquoted. While the original source should always be used when available, quoting or paraphrasing the indirect source is acceptable.

    Example (in which the original author of the quotation is Rothbart, and Braungart-Rieker, Hill-Soderlund, and Karrass are the authors of the indirect source):

    Rothbart (2011) explains that “although there are numerous conceptualizations, temperament is generally thought of as early appearing individual differences in emotional, motor, and attentional reactivity as well as the regulation of this reactivity” (as cited in Braungart-Rieker, Hill-Soderlund, & Karrass, 2010, p. 792).
Reference


*Note: the phrase “as cited in” is used to give credit to the indirect source in which the information appears.

**Note: Only the indirect source citation appears in the References section.**