

APSU Writing Center
APA Style 7th Edition

Formatting

- **Margins:** 1-inch margins on all sides.
- **Font:** Times New Roman, 12 pt.
- **Double-space** the main text of the paper.
- **Single-space** block quotations.
- **Page Numbers:** Include only the page number, flush right, in the header of each page.

APA Style Paper Order

- Title Page
- Abstract (if needed)
- Main Body
- References

APA Headings

- APA Style uses five levels of headings to organize sections of a paper. These levels help readers understand the structure and flow of your writing.
- If your paper has multiple sections and subsections, use the heading levels according to their hierarchy: Level 1 for main sections, Level 2 for subsections. Level 3 (and beyond) for subsections of subsections.

Heading Format

- 1. Centered, Boldface, Title Case Heading**
- 2. Flush Left, Boldface, Title Case Heading**
- 3. *Flush Left, Boldface Italic, Title Case Heading***
- 4. Indented, Boldface Title Case Heading Ending With a Period.**
- 5. *Indented, Boldface Italic, Title Case Heading Ending With a Period.***

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Title Page Example:

| | | | |
|-------------------|----------------------------------------------------------------------|----------------------|----------------------------------------------|
| 1-inch margins | | 1 | 1-inch margins |
| | | Running Head: Page # | |
| Title | The APSU Writing Center's Sample Title Page: | | Double-spaced, Bold, 1/3 down the page |
| Subtitle | Following the American Psychological Association's Guidelines | | |
| Student Name | Jane Doe | | |
| Course Name | ENGL 1010: Course Name | | Centered, Double-spaced, Plain text |
| Instructor's Name | Dr. Professor's Name | | |
| Due Date | November 10, 2025 | | |

Title Page Formatting

- Insert a header with the page number flush right.
- Center the title about one-third of the way down the page.
- Below the title, include your name, class information, professor's name, and date.
- For a subtitle, end the main title with a colon and place the subtitle on the line below.
- Double-space all lines on the title page.

Order of Information on Title Page

- Page Number (in header, flush right)
- Title
- Subtitle (if applicable)
- Full Name
- Class Information
- Professor's Name
- Date

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APA Style 7th Edition - In-text Citations

In-text Citations

When you use ideas or words from another source, you must include an in-text citation to avoid plagiarism. The format differs slightly depending on whether you're paraphrasing or quoting directly.

Paraphrasing

- Include the author's last name and the year of publication.
 - **Example:** (Johnston, 2023)

Direct Quotations

- Include the author's last name, year of publication, and page number:
- Use "p." for a single page
- Use "pp." and an en dash (–) for page ranges
 - **Example:** (Jones, 1998, p. 199)
 - **Example:** (Jones, 1998, pp. 199–201)

No Page Numbers

- If no page numbers are available, cite another logical element (e.g., paragraph, chapter, section, or table number).
 - **Example:** A meta-analysis of available literature (Jones, 1998) revealed inconsistency across large-scale studies of student learning (Table 3).

Reference List

- Include one complete reference for each cited source on the References page.
- Capitalize proper nouns, author names, and initials.
- For titles, capitalize only the first word and any proper nouns.
 - **Example:** *Writing new media.*

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APA Style 7th Edition - In-text Citations

Short Quotations

- Always include the author's last name, year, and page number. This information can appear together or separately in the sentence.
 - **Example:** According to Jones (1998), "students often had difficulty using APA style, especially when it was their first time" (p. 199).
 - **Example:** She stated, "Students often had difficulty using APA style" (Jones, 1998, p. 199), but she did not offer an explanation as to why.

Block Quotes

For quotations of 40 words or more:

- Start a new line and indent ½ inch from the left margin (like a new paragraph).
- Type the entire quotation without quotation marks.
- Double-space the block quote, but do not add extra blank lines before or after it.

enim, luctus id ligula sit amet, semper consectetur felis. Pellentesque eleifend egestas legula at fringilla. In at dictum urma. Jones's (1998) study found the following: Signal Phrase

Entire Quotation
indented ½ inch

Students often had difficulty using APA style, especially when it was their first time citing sources. This difficulty could be attributed to the fact that many students failed to purchase a style manual or ask their teacher for help. Nulla egestas facilisis sagittis. Suspendisse auctor tincidunt purus, ac efficitur lectus eleifend ac, Morbi eleifend posurere ipsum, eget molestie arcu tincidunt eu. (p. 199) Parenthetical follows ending punctuation

Orci varisu natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Donec

Journal Article

- **In-Text Citation:** (Author Last Name, Year)
 - **Example:** (Grady, 2019)
- **Reference Format:** Author, A. A. (Year). Title of the article. Title of the Journal, volume number(issue number), page range. DOI or URL
 - **Example:** Grady, J. S. (2019). Emotions in storybooks. *Psychology of Popular Media Culture*, 8(3), 207–217

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APA Style 7th Edition - References

References

This appears at the end of the paper and provides full citation information for all sources cited in the text. Each entry in the reference list must correspond to at least one in-text citation.

Format

- **Title:** References (bold, centered at the top of the page).
- **Spacing:** Double-space all entries.
- **Indentation:** Use a ½-inch hanging indent for each entry.
- **Order:** Alphabetize entries by the first author's last name.
- **Capitalization:** Capitalize only the first word of the title, the first word after a colon or dash, and proper nouns
- **Italics:** Italicize titles of longer works (e.g., books, journals, reports, newspapers)
 - Do not italicize or use quotation marks for shorter works (e.g., journal articles, book chapters, essays)

References

Bologna, C. (2019, October 31). *Why some people with anxiety love watching horror movies.*

HuffPost. https://www.huffpost.com/entry/anxiety-love-watching-horror-movies_1_5d277587e4b02a5a5d57b59e

Dawson, J., & Lucas, R. (1993). *Lifestyles of New Zealand forest plants* (4th ed.). Victoria University Press.

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APA Style 7th Edition - Citation Guide

Book

- **In Text Format:** (Author Last Name, Year)
 - **Example:** (Stoneman, 2008)
- **Reference Format:** Author Last Name, First Initial. (Year). *Title of book: Capital letter also for subtitle.* Publisher. DOI or URL.
 - **Example:** Sapolsky, R. M. (2017). *Behave: The biology of humans at our best and worst.* Penguin Books.

Book by Two or More Authors

- **In Text Format:** (Author Last Name 1 & Author Last Name 2, Year)
 - **Example:** (Dawson & Lucas, 1993, p. 67).
- **Reference Format:** Surname, A., & Surname, A. (Copyright date). *Title: Subtitle* (edition number if applicable). Publisher.
 - **Example:** Dawson, J., & Lucas, R. (1993). *Lifestyles of New Zealand forest plants* (4th ed.). Victoria University Press.

Book with Three or More Authors

- **In Text Format:** (First Author Last Name, Year, p. Page Number).
 - **Examples:**
 - **Parenthetical citations:** (Stillings et al., 1995, p. 67).
 - **Narrative citations:** Stillings et al. (1995) argue that ... (p. 67).
- **Reference Format:** Surname, A., & Surname, A. (Copyright date). *Title: Subtitle case* (edition number if applicable). Publisher.
 - **Example:** Stillings, N. A., Weisler, S. E., Chase, C. H., Feinstein, M. H., Garfield, J. L., & Rissland, E. L. (1995). *Cognitive science: An introduction* (2nd ed.). The MIT Press.

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eBook

- **In Text Format:** (Author Last Name, Publication Year, p. Page Number)
 - **Parenthetical citation:** (Borras, 2016, p. 65).
 - **Narrative citation:** Borras (2016) notes ... (p. 65).
- **Reference Format:** Author, A. (Date). *Title of eBook*. Name of Publisher.

<https://doi.org/123.456.789>

- **Example:** Borras, I. (2016). *Adult learning for self and relational growth (ALG): An integrative developmental model*. Sense Publishers.<https://doi.org/10.1007/978-94-6300-417-6>

Website

- **In Text Format:** (Author Last Name, Publication Year)
 - **Example:** (Bologna, 2019)
- **Reference Format:** Author(s). (Year, if available). *Title of the webpage*. Website Name. URL
 - **Example:** Bologna, C. (2019, October 31). *Why some people with anxiety love watching horror movies*. HuffPost. https://www.huffpost.com/entry/anxiety-love-watching-horror-movies_1_5d277587e4b02a5a5d57b59e

Musical Score

- **In Text Format:** (Composer Last Name & Librettist Last Name, Publication Year).
 - **Example:** (Picker & McClatchy, 1995).
- **Reference Format:** Composer Last Name, First Initial. (Year). *Title of Score* [Musical score]. Publisher.
 - **Example:** Picker, T., & McClatchy, J. D. (1995). *Emmeline: An opera in two acts* [Study score]. Schott Music.



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References

American Psychological Association. (2020). *Publication Manual of the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-000>

Purdue Owl Writing Lab. (2022). *APA Formatting and Style Guide (7th edition)*. Purdue University. https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/index.html

Purdue Owl Writing Lab. (2022). *APA Legal References*. Purdue University. https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/apa_legal%20references%20.html