

APA Style 7th Guide - Appendices

APSU Writing Center Handout

Confirm with your professor whether appendices or footnotes are required for your paper.

Include an appendix when adding supplementary content, such as research materials, study details, or participant information.

Formatting

Begin on a new page titled “**Appendix**”, centered and bold.

If multiple appendices are included, label them Appendix A, Appendix B, etc.

Appendices appear after the reference list, footnotes, tables, and figures.

Content may include text, tables, figures, equations, or footnotes.

Write in paragraph style unless otherwise needed.

Label each table or figure to match its appendix letter:

Example: Table B1 appears in Appendix B.

If there is only one appendix, label visuals with “A” (Figure A3).

One Figure: label it by the appendix name (Appendix B).

Multiple Visuals with No Text: format it like a text appendix and label visuals.(Table C1, Table C2, Figure C1 in Appendix C).

Footnotes

APA uses two types of footnotes: content notes and copyright notes.

Formatting:

Use superscript numbers in the order they appear in the text.

Place the number after punctuation (except dashes).

Use default font settings: 10-pt, single-spaced, first-line indent.

Add footnotes either:

- At the bottom of the page, or
- On a separate page titled “Footnotes” (centered and bold).

Content Notes

Provide brief, helpful information that clarifies or expands a point.

Keep them short (usually one paragraph).

- **Example:** See Field (1993) for more information on Malory’s life.

Copyright Notes

Give credit when reproducing copyrighted material (e.g., charts, tables, or long quotes).

Use “From” when reprinting material and “Adapted from” when modifying it.

- **Example:** From “Title of Article,” by A. Author and B. Author, year, Journal Title, Volume(Issue), p. ## (DOI or URL). Copyright year by Copyright Holder. Reprinted with permission.

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