

ASA 7th Style - Citing Government Organizations

APSU Writing Center Handout

What is an in-text citation?

An in-text citation is a short reference inside your writing that shows where your information came from.

It usually includes the author's last name, the year of publication, and sometimes a page number for direct quotes.

The citation goes inside the sentence or at the end.

Paraphrasing: Social media can influence how teenagers perceive themselves (Smith 2022).

Direct quote: "Social media affects self-esteem in adolescents" (Smith 2022:45).

There is no space between the year and the colon in ASA Style.

What is a Reference Page?

A reference page is a list at the end of your paper that gives full details about all the sources you cited.

Authors are listed last name first, followed by first name.

If you cite multiple sources, list them alphabetically by the author's last name.

References should be double-spaced.

Example:

Reference

Smith, John. 2022. *The Effects of Social Media on Teenagers*. New York: Academic Press.

ASA Style 7th Edition - Report by a Government Agency or Organization

In-Text Citation Format: (Group Author Year)

Sentence with In-Text Citation Example 1:

Government spending patterns have shifted in recent years (Office of Management and Budget 2023).

Sentence with In-Text Citation Example 2:

“The report outlines how budget measures are distributed across organizations” (Treasury Board of Canada Secretariat 2019).

Reference Format:

Group Author. Year. "*Title of Report/Webpage*." Publishing Organization, Month Day. URL.

Reference Examples:

Office of Management and Budget. 2023. "*Budget of the U.S. Government, Fiscal Year 2023*."

Executive Office of the President. <https://www.whitehouse.gov/omb/budget/>

Treasury Board of Canada Secretariat. 2019. "Sources and Uses of Budget 2019 Measures by

Organization for April 2019." *Government of Canada*, April 26,

<https://www.canada.ca/en/treasury-board-secretariat/services/planned-government-spending/sources-uses-budget-measures-organization/sources-uses-budget-2019-measures-organization-04-april.html>

ASA Style 7th Edition - Individual Authors at a Agency or Other Organization

In-Text Citation Format: (Author Last Name Year)

Sentence with In-Text Citation Example 1:

Child care availability for children with long-term conditions has increased in recent years (Statistics Canada 2022).

Sentence with In-Text Citation Example 2:

“Families with children aged 0 to 5 and long-term conditions face unique care arrangements and challenges” (Choi 2024).

Reference Format:

Author Last Name, First Name. Year. "*Title of Report*." Website/Publisher, Month Day. URL.

Reference Examples:

Choi, Rebecca. 2024. "*Child Care Arrangements for Children Aged 0 to 5 With Long-Term Conditions or Disabilities, 2023*." The Daily, Statistics Canada, April 22.
<https://www150.statcan.gc.ca/n1/pub/11-627-m/11-627-m2024022-eng.html>

Statistics Canada. 2022. "*Child Care Services and Access for Children with Disabilities*." Government of Canada. <https://www150.statcan.gc.ca/n1/pub/11-627-m/11-627-m2022022-eng.html>

ASA Style 7th Edition - Court Decision

In-Text Citation Format: (Case Name Year)

Sentence with In-Text Citation Example 1:

The court emphasized that evidence must be carefully scrutinized to protect the rights of the accused (R. v. Jordan 2016).

Sentence with In-Text Citation Example 2:

“The majority concluded that the sentencing principles must reflect both the severity of the crime and the circumstances of the offender” (R. v. Latimer 2001).

Reference Format:

Case Name, Court Identifier (Year). URL.

Reference Examples:

R. v. Latimer, SCC 1 (2001). <https://decisions.scc-csc.ca/scc-csc/scc-csc/en/item/1836/index.do>

R. v. Jordan, SCC 27 (2016). <https://decisions.scc-csc.ca/scc-csc/scc-csc/en/item/16049/index.do>

ASA Style 7th Edition - Laws

In-Text Citation Format: (Law Name Year)

Sentence with In-Text Citation Example 1:

Sentencing under Canadian law must balance public protection with rehabilitation goals (Criminal Code 1985).

Sentence with In-Text Citation Example 2:

“Every young person who commits an offence must be dealt with in a manner that is fair and proportionate to their circumstances” (Youth Criminal Justice Act 2002).

Reference Format:

Law Name, Source/Statute Info (Year).

Reference Examples:

Criminal Code, R.S.C. 1985, c. C-46 (1985).

Youth Criminal Justice Act, S.C. 2002, c. 1 (2002).

References

American Sociological Association. n.d. "*Quick Tips for ASA Style.*" American Sociological Association. https://www.asanet.org/wp-content/uploads/savvy/documents/teaching/pdfs/Quick_Tips_for_ASA_Style.pdf.

California State University Channel Islands Writing & Multiliteracy Center. 2023. "*ASA Format - 7th Edition.*" California State University Channel Islands. <https://www.csuci.edu/wmc/pdf/citations/2023wmc-asa-7thed-v3.pdf>.

California State University, Los Angeles Library. 2024. "*ASA Style Guide.*" California State University, Los Angeles. https://libguides.calstatela.edu/ld.php?content_id=38331138.

Douglas College Library. 2025. "*Government Documents & Legal Citation – ASA (7th ed.) Citation Style Guide.*" Douglas College Library Guides. <https://guides.douglascollege.ca/ASA-7/GovDocs>

Purdue Online Writing Lab. n.d. "*References Page Formatting.*" Purdue Online Writing Lab. https://owl.purdue.edu/owl/research_and_citation/asa_style/references_page_formatting.html.