Cite This!
APA style workshop

Learning objective: Gain familiarity and practice with identifying **when to cite** and **how to cite** a source.
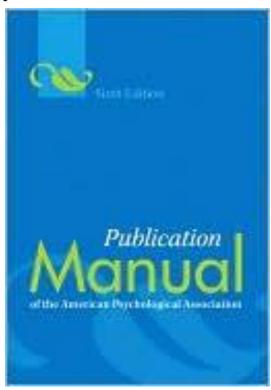
Anoka Technical College Library

Karen Bronshteyn

rev. 5/7/14

"Practice makes it less painful."

APA citation manual, 6th ed.

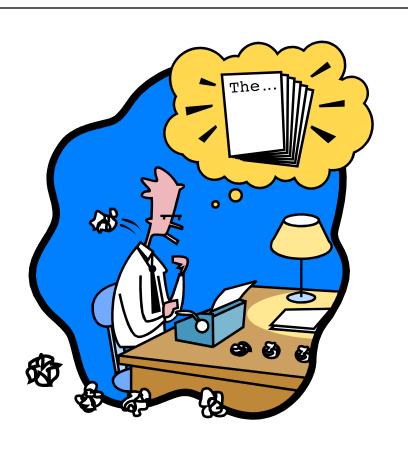Library Reference BF76.7 .P83 2010

Just tell me about the juicy parts.

- Sample research papers: p. 41-59
- Citing sources within the paper: p. 174-179
- Abbreviations: p. 180

- Composing a references list: p. 180-192
- Reference examples by type of public-ation: Chapter 7

Methods of in-body citation

- "Quotation" (Author, year, p. #).

- Paraphrase (Author, year).

- Author's name in the paraphrase (year).

- If paraphrase incorporates both author & year, no parenthetical citation is needed.

How do we… paraphrase?

- Introduce and restate another person's original ideas **in your own words.**
- **Do not** follow the author's sentence structure or sequence of ideas.
- **Cite** with parentheses.

Paraphrase with parenthetical citation:

There are difficulties in labeling children with a type of intelligence, including the problem that labels may last, while the assessment may change (Gardner, 1999).

Paraphrase with in-text citation:

Gardner explains that there are difficulties in labeling children with a type of intelligence, including the problem that labels may last, while the assessment may change (1999).

Direct quotation:

Educators are cautioned that "…labels tend to stick, and few people go back later to document a shifting profile of intelligences" (Gardner, 1999, p. 139).

When to cite.

- ☐ Cite all mentions of another author's original ideas, statistics, studies, borrowed concepts & phrases, images, quoted material, and tables.

- ☐ You do not have to cite facts which are commonly known by your audience and easily verified in reference sources.

- ☐ When in doubt, cite your source.

You decide: which would you need to cite?

A. On September 11, 2001, the World Trade Center and the Pentagon were attacked by hijacked airplanes.

B. Atta, Binalshibh, al Shehhi, and Jarrah had lived in Germany and were chosen over more established Al Qaeda members due to their exposure to the West and ability to speak English.

B: Correct!

"A" would not need to be cited – a well-known historical fact that your audience has heard of.

"B" would need to be cited, it is very specific information that is not commonly known.

How would you cite it?

In-body:

Atta, Binalshibh, al Shehhi, and Jarrah had lived in Germany and were chosen over more established Al Qaeda members due to their exposure to the West and ability to speak English (National Commission, 2004).

References list:

National Commission on Terrorist Attacks upon the United

States. (2004). *The 9/11 Commission Report.* New

York: W.W. Norton.

Try again: which would you need to cite?

A. "The science labs at East St. Louis High School are 30 to 50 years outdated."

B. When public schools were segregated, conditions were not equal.

A: Correct!

"A" would need to be cited – it is an exact quote. Even if it was rephrased without quotation marks, the information is quite specific.

"B" is commonly known and repeated in multiple reference books.

How would you cite it?

In-body:

"The science labs at East St. Louis High School are 30 to 50 years outdated" (Kozol, 1991, p. 27).

References list:

Kozol, J. (1991). *Savage inequalities: Children in America's schools*. New York: HarperCollins.

Citing at the end of your paper:

- All sources cited within the body of your paper should be cited in full at the end, on a "References" page.

- Citing "in full" means that you should account for all major bibliographic elements, not just the author and date.

References page: APA citation

- Include a **"References"** page listing all sources cited within the body of the paper.

- **Double-space, alphabetize the entries.**

- Do **not** indent first line, but **do** indent the following line(s) in an entry.

- **Capitalize only proper nouns** in a title. (And the first word of a title or subtitle.)

- Do not list first or middle names of authors, only **initials**.

Elements for citing books:

- 1. Author's last name, initial(s).
- 2. (Year).
- 3. *Title*.
- 4. Place of Publication:
- 5. Publisher.

Martin, R., (2009). *The Design of business.*

Boston: Harvard Business School Press.

To cite a book with more than one author:

- **1. Author, and Author.**
- **2. (Year).**
- **3.** *Title***.**
- **4. Place of Publication:**
- **5. Publisher.**

Woodward, B., & Bernstein, C. (2005). *All the*

*President's men***. New York: Pocket.**

To cite an article/essay/poem/chapter in an edited book:

- ☐ 1. Author.
- ☐ 2. (Year).
- ☐ 3. Title of article.
- ☐ 4. (edition).
- ☐ 5. In name of editor(s),
- ☐ 6. *Title of book*
- ☐ 7. (pp.   ).
- ☐ 8. Place of Publication:
- ☐ 9. Publisher.

Stoddard, T. B. (2005). Gay marriages: Make them legal (8th ed.). In E.

Penfield (Ed.), *Short takes model essays for composition*. (pp. 287-289).

New York: Pearson Longman.

A newspaper article:

- 1. **Author.**
- 2. **(Year, Month day).**
- 3. **Article title.**
- 4. *Newspaper title,*
- 5. **page(s).**

Drobnyk, J. (2009, July 2). Iraq vet will lead effort to scrap

'don't ask, don't tell'. *Los Angeles Times***, p. A.18.**

A journal article:

- 1. Author.
- 2. (Year).
- 3. Article title.
- 4. *Journal Title,*
- 5. *Vol*(issue),
- 6. pages.
- 7. Optional: Retrieved from ___ database doi:xxxxxx.

Gilmartin, J., & Wright, K. (2007). The nurse's role in day

surgery: A literature review. *International Nursing Review,*

54(2), 183-190.

Er, what's a DOI?

DOI stands for digital object identifier. Some online articles were assigned DOIs by their publisher. Providing a DOI can be helpful for a reader to reaccess an article.

Citing an article from a library database:

Cite a database article as though you accessed it in print.

This provides the most basic bibliographic information for later retrieval in one or several subscription databases.

Citing a website with an author:

- ☐ **1. Author.**
- ☐ **2. (Year, Month day).**
- ☐ **3.** *Title of Web document.*
- ☐ **4. Retrieved from url**

Gray, W. (2009, October 10). *Metal web news*. Retrieved from

http://www.metalwebnews.com/

Citing a website without an author:

- **1. *Title of Web document.***
- **2. (Year).**
- **3. Retrieved from url**

Great buildings collection. **(2009). Retrieved from**

http://www.greatbuildings.com/

Additional citation tools

- See Anoka Technical College Library's citation page for useful links to guides, citation generators, and more.

- KnightCite citation service – use it to automate citations you can export into Word for your References list.

- Check to make sure the citations are error-free!

Librarian's phone #: 763-576-4073
librarian@anokatech.edu

Library front desk: 763-576-7850