

In-text Referencing: APA 7th Edition

When you use information from a text, you have to acknowledge it / state who said it. Why?

- It's not your idea, so you must give credit to the writer of the idea.
- It allows your audience to distinguish between your ideas and the ideas you've used from other writers.
- It helps you to avoid plagiarism.

Name: Christopher Smith

Use the surname only 'Smith'

Smith (2010) states that there were periods of rapid increase which were due to revolutions in technology.

The reporting verb is usually in the present simple

Reporting verbs

explains / describes / suggests / states / claims / asserts / contends / maintains / declares / implies / argues / emphasises / highlights / stresses / observes / notes / comments / points out / demonstrates / shows / proves / mentions / pinpoints / advances / puts forward / proposes / casts doubt on / questions

Quotation

The page number and **double** quotation marks "....."

Smith (2010, p.221) states that "Exeter Council spends £3.3 million each year on biofuel heating rather than £7 million it would spend if it still relied on oil and gas".

According to Smith (2010, p.221) "Exeter Council spends £3.3 million each year on biofuel heating rather than £7 million it would spend if it still relied on oil and gas".

"Exeter Council spends £3.3 million each year on biofuel heating rather than £7 million it would spend if it still relied on oil and gas" (Smith, 2010, p.221).

Paraphrased sentences

Smith (2010) states that Exeter Council saves £4.7 million on heating from changing to sustainable energy.

Exeter Council saves £4.7 million on heating from changing to sustainable energy (Smith, 2010).

Two Authors

Notice the ampersand (&). Use the ampersand in non-integral citations, but use 'and' in integral citations.

Smith and Jones (2010) state that Exeter Council saves £4.7 million on heating from changing to sustainable energy.

Exeter Council saves £4.7 million on heating from changing to sustainable energy (Smith & Jones, 2010).

Three Authors

Smith, Jones, and Clark (2010) **state** that Exeter Council saves £4.7 million on heating from changing to sustainable energy.

Exeter Council saves £4.7 million on heating from changing to sustainable energy (Smith, Jones & Clark, 2010).

More than 3 authors = 'et al'

*Look at punctuation - Smith **et al.** (2010) and (Smith **et al.**, 2010)*

Smith et al. (2010) state that Exeter Council saves £4.7 million on heating from changing to sustainable energy.

Exeter Council saves £4.7 million on heating from changing to sustainable energy (Smith et al., 2010).

Different authors / different books - same idea (synthesis)

Chronological order (i.e., earliest first) - Smith 2010 / Jones 2012

Exeter Council saves £4.7 million on heating from changing to sustainable energy (Smith 2010; Jones 2012).

An author quoting another author (as cited in)

You use the main author's name and date (from the book you are using: Smith 2010)

Jones (**as cited in** Smith, 2010) states that Exeter Council saves £4.7 million on heating from changing to sustainable energy.

No date (n.d)

Smith (n.d) state that Exeter Council saves £4.7 million on heating from changing to sustainable energy.

No Author

Exeter Council saves £4.7 million on heating from changing to sustainable energy (Anon., 2012).

Websites

UK Governmental Policy Online (2010) states that Exeter council saves £4.7 million on heating from changing to sustainable energy.

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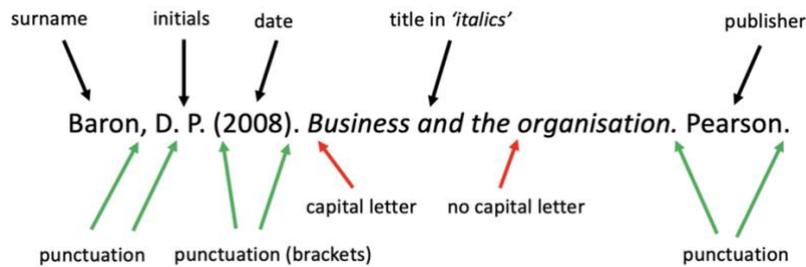
<https://www.librarydevelopment.group.shef.ac.uk/referencing/apa-7ed.html>

Reference List: APA 7th Edition

(www.apastyle.apa.org)

All the sources that you use in the main body of your text must be listed at the end of your essay; this is called a reference list and should follow a specific word order.

Important: Different universities have slightly different versions of referencing so you need to check with your university which guide they use. Look at this example of an APA 7th edition book reference from the official APA website:



Author (last name and initials)/ date (with brackets) / *main title & subtitle* (italics) / publisher: Look carefully at punctuation and capitals

Reference List or Bibliography?

A **reference list** is a list of sources (books, websites, journals) you have used in your essay.

A **bibliography** is a list of sources that you read but may not have used in essay.

***Important:** Some departments use reference list and bibliography interchangeably*

How to create a reference list in APA 7th Edition

Based on the official APA website: www.apastyle.apa.org

Books

Book with one author

Allen, P. (2008). *Effective time management*. Pan Books.

Book with two authors

Miller, P. & Huntington, C. (2010). *Speaking persuasively*. Allen and Unwin.

Book with three or more authors

Smith, R., Jones, W. & Watton, B. (2011). *Negotiating in business*. 2nd edition. Century Business.

Book – second or later edition

Bridges, R. (1995). *Successful study for degrees* (2nd ed). Routledge.

Book by same author in the same year

Nikon, A. (1993a). *Fatal storm*. Allen and Unwin.

Nikon, A. (1993b). *Survival at sea*. Allen and Unwin.

Books with an anonymous or unknown author

The University Encyclopedia (1985). Roydon.

Journals

A Journal

Author, Initials. (Year). Title of article. *Full Title of Journal (italics)*, Volume number (Issue/Part number), Page numbers.

Peters, C. (2001). The merger acquisition of IBM. *Business Management Journal*, 97(22), 63-64.

Electronic Journal from a Database with a doi number

Author, Initials. (Year). Title of article. *Full Title of Journal (italics)*, Volume number (Issue/Part number), Page numbers. doi number

Revell, A. and Blackburn, R. (2007). The business case for sustainability? An examination of small firms in the UK's construction and restaurant sectors. *Business Strategy and the Environment*, 16(6), 404-420. <https://doi.org/10.1002/bse.499>

Electronic Journal from the Internet

Authors, Initials. (Year). Title of article, *Full Title of Journal (italics)*, Volume number (Issue/Part number), Page numbers (if any). URL.

Besser, H. (2002). The next stage: Moving from isolated digital collections to interoperable digital libraries. *First Monday*, 7(6). <https://firstmonday.org/ojs/index.php/fm/article/view/958/879>

Websites

A website

Authorship or Source. (Year & date). *Title of web document or web page (italics)*. URL.

The British Psychological Society (2018, May 18). *Code of Ethics and Conduct*. <https://www.bps.org.uk/news-and-policy/bps-code-ethics-and-conduct>

Newspapers

Online newspaper article

Author or corporate author. (Year and date). *Title of document or page (italics)*. Name of newspaper. URL

Wolf, M. (2018, July 21). What really went wrong in the 2008 financial crisis? *The Financial Times*. <https://www.ft.com/content/e5ea9f2a-8528-11e8-a29d-73e3d454535d>

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<https://www.librarydevelopment.group.shef.ac.uk/referencing/apa-7ed.html>

An example of a bibliography: (in alphabetical order)

(APA 7th edition)

Bills, R. (1977). *Foundations for a theory of instruction and educational psychology*. Harper and Row: 282-385

Boughton, J.M. (2002). The Bretton Woods proposal: an in-depth look. *Political Science Quarterly*, 42(6).
<http://libweb.anglia.ac.uk>

Buskist, W. and Saville, B. K. (2001). Rapport-building: creating positive emotional contexts for enhancing teaching and learning. *Association for Psychological Science*. 14(3)
<https://www.psychologicalscience.org/observer/rapport-building-creating-positive-emotional-contexts-for-enhancing-teaching-and-learning>

Chittenden, M., Rogers, L. and Smith, D. (2003, 1 June). Focus: NHS. *Times*.
<http://www.timesonline.co.uk/tol/news/uk/scotland/article1138006.ece>

Dornyei, Z. (2001). *Teaching and researching motivation*. Pearson Education Limited.

Ehrman, M. and Dornyei, Z. (1998.) *Interpersonal dynamics in second language learning*. Sage.

Fishman, R. (2005). *The rise and fall of suburbia*. Castle Press. <https://doi.org/10.1086/ahr/94.1.98>

Foundation for Economic Education (FEE). (2014, 26 May). *England's Whetstone named FEE's first "Blinking Lights" award recipient*. <https://fee.org/resources/englands-whetstone-named-fees-first-blinking-lights-award-recipient/>

Kipper, D. (2008). Japan's new dawn. *Popular Science and Technology*,
<https://www.popsci.com/environment/article/2008-08/new-dawn-solar-energy>

Knight, P. (2001). The development of EFL methodology. In Candlin, N. and Mercer, N. (Eds) *English Language Teaching in its Social Context*. Routledge: 147-166.

McKay, S. L. (2006). *Researching Second Language Classrooms*. Lawrence Erlbaum Associates.

Moore, A. (2004). *The Good Teacher: Dominant Discourses in Teaching and Teacher Education*. Routledge.

Patterson, C. H. (1977). *Foundations for a Theory of Instruction and Educational Psychology*. Harper and Row: 282-385.

Richmond, J. (2005). *Customer expectations in the world of electronic banking: a case study of the Bank of Britain*. Ph. D. Anglia Ruskin University.

Silas, P., Yates, J.R. & Haynes, P.D. (2008, 9 Oct). Density-functional investigation of the rhombohedral to simple cubic phase transition of arsenic. *Physical Review B. Arxiv*. <https://arxiv.org/abs/0810.1692>

University of Cambridge. (2007). *CELTA Syllabus*. www.cambridgeesol.org/assets/pdf/celta8.

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<https://www.librarydevelopment.group.shef.ac.uk/referencing/apa-7ed.html>