WHERE to look for APA citation style information:

1. Green APA handout—copies located at the Ask a Librarian desk
2. APA Publication manual—copies located at the Ask a Librarian desk
3. Clark Libraries website: library.clark.edu, under the RESEARCH menu, select citing sources (http://libraryguides.library.clark.edu/citing-sources)
4. APA tutorials: https://www.apastyle.org/learn/tutorials/index
5. OWL website: https://owl.purdue.edu/owl/purdue_owl.html
6. Ask a Librarian in person, by phone, by e-mail, or by online chat: http://library.clark.edu/content/ask-librarian

HOW to cite:

- Every source cited in the text of your paper needs to be in the reference list (except for Personal Communications), and every source you put in your reference list must be cited somewhere in your paper.
- Citations in your text and in your reference list need to match exactly.

For your reference list, you will need to gather the following information for each source:

For a book:

- Author(s)
- Date of Publication
- Title
- City, State of Publication
- Publisher

For a journal article:

- Author(s)
- Date of Publication
- Title of article
- Name of journal
- Volume
- Issue
- Page numbers

For articles you find in a database, you will also need:

DOI or if no DOI the URL for the home page of the journal’s website.
FAQs:

“Where do I find the DOI number?”

The DOI is usually found on the first page of the PDF version (not the HTML version) of an article. It is usually located by the copyright notice. Another way to find the DOI is to look up the article by title on Google Scholar, which usually will link an article to the publishers’ website, which should have the DOI.

“What about the retrieved date; do I need that in my References list for online articles?”

The APA manual recommends only using a retrieved date for a website that might change over time, not for a published article in a magazine or journal.

“Do I include in my reference list books or articles I read while researching my paper that I did not cite in my paper?”

No, only include those sources cited in your paper.

“For in-text citations, where does the period go?”

At the end of the citation after the parentheses, like this (Beck, 2010).

“Double spaced or single spaced?”

Your reference list should be double spaced, in alphabetical order, with a hanging indent like this: