For the purposes of this paper, Prof. Marar has indicated that the most important part of the formatting is the proper use of in-text citations, and the list of references used at the end of the paper or final exam. A title page is okay, but there is no need to worry about a Running head or any special formatting on the cover page.

If you have specific questions about how to format a particular kind of work, you may consult online resources, or email or chat with one of the Librarians. We will be happy to work with you to double check your formatting. Just be sure to avoid waiting til the very last minute.

There are good online resources listed on the Citation help page of the Course Guide, but sometimes they are not as clear as you'd like, so it is fine to ask Librarians for help.

The header for your reference page is References and it should be centered in the middle of the page on a separate sheet of paper at the end of your paper, see examples of Journal article formats below with one, two, or three or more authors, and ways to cite a source that is cited in one of your sources. Citations included in the References page should be in *alphabetical order* by Author, or main entry -- that means title if there is no author listed. Sometimes, an organization is considered an author.

\*\*Also consult <u>this guide from APA Style</u> that lists many of the most common reference list examples in one place.

#### References

### Journal article with one author:

Cook, A. L. (2010). The denied calling: A look at the role of women in the Southern Baptist

Church. LOGOS: A Journal of Undergraduate Research, 3, 189-205.

**In text citation** examples using the above article:

Women are 45% less likely to become ministers xxxxxxxxxxxxxxxxx (Cook, 2010, p.203).

# With two authors:

Crush, J. & Ramachandran, S. (2010). Xenophobia, international migration & development.

Journal of Human Development & Capabilities, 11(2), 209-228.

https://doi.org/10.1080/19452821003677327

In text citation for second example with two authors:

Crush and Ramachandran (2010) found that XXX (when you put info in your paragraph)

(Crush & Ramachandran, 2010) comes at the end of a sentence if you include info from this article without naming authors in your writing.

Three or more authors in a journal article will just use the first author plus et al. for the IN TEXT citations. For the reference list, up to 20 authors can be listed fully in the reference list -- REMEMBER - Keep the order of the author names as they appear in the article.

# Example:

Jones, A., Smith, B., Cooper, C., & Peterson, J. (2019). Learning how to cite properly in APA format. *Journal of Information Literacy*, *12*(2), 145-156.

# Citing in-text:

Jones et al. (2019) emphasized that practice creating citations will improve student abilities in the proper use and formatting of various types of reference entries.

Researchers have found that students become proficient using proper citation formats with practice (Jones et al., 2019).

**REMEMBER:** include the page number in your in text citation if you include a specific fact from that source, a statistic, finding, or if you quote anything directly from that source.

# **Indirect or Secondary citation**

APA calls these *secondary sources* or *secondary citations* – MLA calls them *indirect citations*. Here is an example:

In an article you use for your paper by Washington (2020), the author quotes another researcher, Peterson, who has concluded something of importance to your paper. When possible, you should find the article by Peterson and cite the original work, but sometimes this is not possible. So, you must include a secondary citation in your paper or project.

The in-text citation you include will credit Peterson (2018) for the quote, but then list that the information was found in Washington's work in the format offered in the example below.

Your reference list will ONLY include articles that *you* consulted in your research, including Washington's article, and **will not** include any information about Peterson's work, as you did not read Peterson's article.

# See Example below:

**NOTE**: This is a direct quote from Washington's paper, so you have that page number listed in your in-text citation—not the page # in the original paper by Peterson.