This guide follows the American Psychological Association (APA) referencing style, 7th edition (2020). This is an author/date referencing style. The examples provided below should give you enough information to get you started; use the APA links listed to find further detail.

What should you reference?
- All statements, opinions, conclusions etc. taken from another writer’s work
- You must also reference diagrams, images and data
- There is no need to reference your own thoughts or facts that are commonly known such as London is the capital of England.

In using the APA referencing style, you need to do two things:
- In the text you must include an in-text citation.
- At the end of your work you must include a complete list of references, in alphabetical order by author surname.
In-text citation
Follow the APA’s Basic Principles of Citation at https://apastyle.apa.org/style-grammar-guidelines/citations/basic-principles

Any in-text citation should include the author(s) surname and the year of publication details. Depending on the nature of the sentence/paragraph that is being written, references to sources may be cited in the text in the following manner.

One author:
If the author’s name occurs naturally in the sentence, the author’s surname is followed by the year of publication of their work in brackets. For example:

In general, when writing for a professional publication, it is essential to make reference to other relevant published work. This view was supported in the work of Parahoo (2014).

If the author’s surname does not occur naturally in the sentence, then both the author’s surname and publication year are placed at the relevant point in the sentence or at the end of the sentence in brackets. Note that there is a comma between the author and year. For example:

Literature reviews provide a summary of the literature on a subject (Aveyard, 2019).

For two authors of the same work:
When there are two authors for a work, they should both be noted in the text. Follow the order of the authors shown in the publication. Where the authors’ names occur naturally in the sentence, the authors’ surnames are followed by the year of publication of their work in brackets. Separate each author’s surname with the word and. For example:

Sutton and Douglas (2020) have recognised the difficulty in defining a group.

If the authors’ surnames do not occur naturally in the sentence, then both the authors’ surnames and publication year are placed at the relevant point in the sentence or at the end of the sentence in brackets. Note that there is a comma between the second author surname and year. Separate each author surname with an ampersand &. For example:

It is difficult to provide a definition of a group (Sutton & Douglas, 2020).

For three or more authors of the same work:
Where there are 3 or more authors cite only the first author’s surname followed by et al.
Where the author’s name occurs naturally in the sentence, the first author’s surname is followed by et al., followed by the year of publication of their work in brackets. For example:

Lox et al. (2020) consider the relationship between trait theories and levels of physical activity.
If the author’s name does not occur naturally in the sentence, then both the first author’s surname followed by et al. and publication year are placed at the relevant point in the sentence or at the end of the sentence in brackets. Add a comma after et al.
For example:

Consideration has been given to the relationship between trait theories and physical activity (Lox et al., 2020).

For corporate authors:
If the work is by a recognised organisation and has no personal author then it is usually cited under the body that commissioned the work. This applies to publications by associations, companies, and government departments etc. It is acceptable to use standard abbreviations for these bodies, for example, APA, in your text, providing that the full name is given at the first citing with the abbreviation in square brackets:

1st citation:
The British Psychological Society [BPS] code for professional practice (2018)…

2nd and later citations:
In the BPS (2018) code for professional members…

Note there are some exceptions to this such as BBC where the abbreviations or initials form part of the official name.

No author provided:
Where no author is listed in the publication include the title and year in the in-text citation. If the title is italicised in the reference list, also italicise it in the in-text citation. For example:

(Referencing and RefWorks for Psychology Students, 2020)

If the title is not italicised in the reference list, use double quotation marks around the in-text citation. For example,

(“The Harms of Lockdown for Young People”, 2020)

Please note:
• words are capitalised using title case.
• Anonymous can only be used in place of author details if the work is signed as “Anonymous”

Additional information is available in In-Text Citation Checklist at https://apastyle.apa.org/instructional-aids/in-text-citation-checklist.pdf

Inserting quotations with the text:
If a quotation is fewer the forty words, include it in the body of the text in double quotation marks, for example:
According to Aveyard (2019, p.44) “theoretical literature is literature that describes expected or anticipated relationships about the way things happen”.

If the quotation is forty or more words it should be written on a new line, double spaced, indented and should not be enclosed in quotation marks, for example:

Aveyard (2019, p.2) states that:
A thorough search and analysis of the literature lead you to new insights that are only possible when all the literature is reviewed together and each piece of relevant information is seen in the context of other information. If you think of one piece of literature as one piece of the jigsaw, you will see how a review is like completing the jigsaw.

Further guidance is available in Quotations at https://apastyle.apa.org/style-grammar-guidelines/citations/quotations
The Reference List


Additional information is available in Elements of Reference List Entries at https://apastyle.apa.org/style-grammar-guidelines/references/elements-list-entry#retrieval


Points to note include the following:
• Start your reference list on a new page, centre the reference list heading.

• Use double spacing.
• Indent second and subsequent lines of each reference (0.5 inches).

• For edited book chapters and journal article titles
  o do not italicise chapter titles/subtitles or journal article titles
  o capitalise chapter titles/subtitles and journal article titles using sentence case.

• For authored books, reports, web pages
  o italicise titles
  o capitalise titles and subtitles using sentence case

• For journal titles
  o italicise titles
  o capitalise titles using title case

• Include a DOI or URL at the end of the reference for any work that has one. For books, do not include a URL or database information for sources from databases. Include a URL for ebooks from other websites. Do not insert a full stop after the DOI or URL.

• Most references do not include retrieval dates.

• Most references include only the year of publication. However, additional detail is added for particular types of references such as web page/site content.

• Reference formats are determined by document type; only use the webpage format when no other format is appropriate.
Reference Examples

Example references are provided in the APA’s Common Reference Examples Guide at https://apastyle.apa.org/instructional-aids/reference-examples.pdf

**Book with one author:**
Author surname, INITIALS. (Date). Title of the book (edition if not the first). Publisher. DOI or URL (if available)

Note - Separate initials with a full stop between each initial


In-text citation:
(Nolen-Hoeksema, 2020)
OR
Nolen-Hoeksema (2020)

**Book with two authors:**
Author surname, INITIALS., & Author surname, INITIALS. (Date). Title of the book (edition if not the first). Publisher. DOI or URL (if available)

Note - Separate initials with a full stop between each initial


In-text citation:
(Sutton & Douglas, 2020)
OR
Sutton and Douglas (2020)

**Book with two authors and available DOI:**

In-text citation:
(Tanskanen & Danielsbacka, 2018)
OR
Tanskanen and Danielsbacka (2018)

**Book with three or more authors up to 20:**
Author surname, INITIALS., Author surname, INITIALS., & Author surname, INITIALS. (Date). Title of the book (edition if not the first). Publisher. DOI or URL (if available)

Note - Separate initials with a full stop between each initial

In-text citation:
(Lox et al., 2020)
OR
Lox et al. (2020)

**Edited book chapter:**
Chapter author surname, INITIALS., & Chapter author surname, INITIALS. (Date). Title of the book chapter. In INITIALS. book editor surname (Ed.), *Title of the book* (2nd ed., pp. n–n). Publisher. DOI or URL (if available)

Note - Separate initials with a full stop between each initial


In-text citation:
(Gibbons & Poelker, 2019)
OR
Gibbons and Poelker (2019)

**Journal article:**

Author Surname, INITIALS. (Date) Title of article. *Title of Journal, volume number* (issue or part number, if present), page numbers of the article. DOI (if available)

Please note:
- Italicise name of journal, NOT title of article
- Italicise volume number
- Article title are capitalised using sentence case
- Journal names are capitalised using title case


In-text citation:
(Sutherland et al., 2020)
OR
Sutherland et al. (2020)

**Journal article with 21 or more authors:**

Where there are 21 or more authors, include the first 19 authors’ names, insert an ellipsis (three full stops) and then add the final author’s name.

In-text citation:
(Viana et al., 2018)
OR
Viana et al. (2018)

**Report with individual authors:**

In-text citation:
(O’Neill et al., 2019)
OR
O’Neill et al. (2019)

**Report with corporate author:**
Note – Always enter the corporate author name followed by a full stop.


First in-text citation:
(British Psychological Society [BPS], 2020)
OR

For subsequent in-text citations, use the abbreviation and year only:
(BPS, 2020)
OR
BPS (2020)

**Webpage with an individual author:**

In-text citation
(Peterson, 2017)
OR
Peterson (2017)

Webpage with a corporate author:
Note – Always enter the corporate author name followed by a full stop.


In-text citation:
(Age UK, 2020)
OR
Age UK (2020)

Sources where no author details are provided:
Where no author can be identified use the source’s title instead. For example:


Help
If you need help, please do contact the Life and Health Sciences Library team at https://www.ulster.ac.uk/library/contact/contact-subject-teams/lhs-subject-team