**C:\Users\you\Documents\logo-univ-saida.pngCourse: Research Methodology**

**Level: Master I Didactics**

**Instructor: Dr.M Rahmani**

**Citation Styles**

**1.Definition of citation styles**

Citation styles (or reference styles) refer to rules of citing sources in academic writing. Conducting a research work impels necessarily the documentation of sources with a view to showing one’s credibility and critical thinking ability. It aims also at avoiding plagiarism by dint of accrediting the sources used. There are different styles, namely the MLA (Modern Language Association ) style in the humanities, the APA (American Language Association) in psychology and education, and the Chicago notes and Bibliography in history.

**2.When do you include a citation**

Whenever you use a direct quote, a paraphrase, or support tools as tables, graphs, charts, maps, you are then compelled to acknowledge the source. However, if the information is common there is no need for including a citation. See examples below:

**Direct quote:**

**Example 1**

Recently, several commentators have suggested that “business education may have a deleterious effect on the morality and ethics of managers” (Assudani et al., 2011, p. 104).

**Example 2**

Assudani et al mentioned that “business education may have a deleterious effect on the morality and ethics of managers”(2011, p. 104).

In the above examples you notice that you can mention the author(s) at the end of the sentence in which case you provide the author’s last name, the year, and the page number between parentheses (in the APA style). If you start with the author (s), then you suffice yourself simply with the year and the page number.

**Paraphrasing:**

|  |
| --- |
| **Author at the end of the sentence**  Just as Sherlock Holmes investigates a case, psychologists must evaluate all the available data before making a deduction, lest they jump to an erroneous conclusion on the basis of insufficient evidence (Bram & Peebles, 2014, pp. 32–33).  **Author at the beginning of the sentence**  Bram and Peebles (2014) advocated for psychologists to evaluate all the available data before making a deduction, just as Sherlock Holmes investigates a case, lest they jump to an erroneous conclusion on the basis of insufficient evidence (pp. 32–33). |

**Support tools**

When using support tools such as tables, figures, the researcher should accredit the sources in case they are copied or adapted. Ample details for that are mentioned on pages 11,12,13, 13,14.

**Common knowledge**

Common knowledge refers to facts that are known by everybody such as:

* Algeria was colonised in 1830
* The LMD system in Algeria supplanted the classic system
* Writing is an intricate skill
* motivation is essential for learning
* English has become an international language.

**3.MLA Citation Style**

Citation style in the MLA system is used in the following ways: (i) in-text citation where two pieces of information should be supplied (the author, and the page number), (ii) entrance in the works cited list which proceeds as follows: author’s full name, title of the source, place of publication and house of publication, year of publication . Below ample examples are offered. It should be mentioned that these guidelines pertain to the eight edition.

**3.1MLA in-Text Citation**

When handling a short quote (four typed lines), it should be embedded within the text with quotation marks and the source author should be accredited (author’s last name page number). With long quotes (more than four typed lines), the quote should be set as a separate block indented a half inch from the left margin with no quotation marks. It needs also to introduce by a sentence with colons at the end. In case an indirect quote, the citation must include qtd.in the original source. For paraphrases, the author should be accredited without a page number.

See examples below:

**Short Quotation (Author’s name in a sentence):**

Richmond and Smith state that “educational success is a well-established determinant of Aboriginal well-being” (14).

**Short Quotation (Author’s name in a parenthetical citation):**

The authors state that “educational success is a well-established determinant of Aboriginal well-being” (Richmond and Smith 14).

When there is no page number (case of electronic sources, then mention simply the author:"Three phases of the separation response: protest, despair, and detachment" (Garelli).

When there is neither an author nor a page number, then you should cite the first word or words of the title: "Nutrition is a critical part of health and development" ("Nutrition").

**Long Quotation:**

In “Where the World Began,” Margaret Laurence reflects on the influence that her hometown has on how she sees the world:

A strange place it was, that place where the world began. A place of incredible happenings, splendors and revelations, despairs like multitudinous pits of isolated hells. A place of shadow-spookiness, inhabited by the unknown dead. A place of jubilation and of mourning, horrible and beautiful. It was, in fact, a small prairie town. Because that settlement and that land were my first and for many years my only real knowledge of this planet, in some profound way they remain my world, my way of viewing. (164)

**Paraphrase:**

Margaret Laurence writes that her early years of living in a small prairie town shape her understanding of the world (164).OR The author writes that her early years of living in a small prairie town shape her understanding of the world (Laurence 164).

**Indirect Citation:**

A 2010 Auditor General’s report notes improvements in “educational success” among urban Indigenous youth; however, educational success in the non-Indigenous population is significantly outpacing gains made by the Indigenous population (qtd. in Richmond and Smith 1).

**Use of the same source more than one time:**

Cell biology is an area of science that focuses on the structure and function of cells (Smith 15). It revolves around the idea that the cell is a "fundamental unit of life" (17). Many important scientists have contributed to the evolution of cell biology. Mattias Jakob Schleiden and Theodor Schwann, for example, were scientists who formulated cell theory in 1838 (20).

Source:

MLA Style for Academic Work (2018-2019. Retrieved https://www.mtroyal.ca/library/files/citation/mla\_research.pdf

More details about MLA in-text citation are offered below:

**Author with different works:**

When the author has more than one work, then the title of his work should be mentioned as follows:

**Citing two books by the same author:**

Murray states that writing is "a process" that "varies with our thinking style" (*Write to Learn* 6). Additionally, Murray argues that the purpose of writing is to "carry ideas and information from the mind of one person into the mind of another" (*A Writer Teaches Writing* 3).

**Citing two articles by the same author:**

Lightenor has argued that computers are not useful tools for small children ("Too Soon" 38), though he has acknowledged elsewhere that early exposure to computer games does lead to better small motor skill development in a child's second and third year ("Hand-Eye Development" 17).

**Two or three authors:**

When the work has been written by two or three authors, they must be accredited:

Chapman and Sisodia mentioned that “teams felt engaged in creating their own future”(12).

**More than three authors:**

When there are more than three authors, the Latin expression et al (and others) must be used:

Child psychology is not a new field, but it is a difficult one due to the nature of the subjects (Rosenberg et al. 14)

**No author:**

When we do not find the author, the first few words of the title should be used:

Random testing for use of steroids by athletes is facing strong opposition by owners of several of these teams ("Steroids" 22).

**Citing Authors with the Same Last Name:**

When authors have the same last name, then provide the authors’ first initials, or the writers’ full names if the initials are identical:

Although some medical ethicists claim that cloning will lead to designer children (R. Miller 12), others note that the advantages for medical research outweigh this consideration (A. Miller 46).

**Citing different sources at one time:**

When different works are used in a single sentence, they must all be acknowledged:

There are negative implications to computerising commercial art (Parker 2; "Art Nonsense" 43).

Scholars agree that when it comes to ice cream, mint chip is superior to chocolate (Johnson 10; Smith 30).

**Citing non-Print Sources:**

When you use sources from the internet, you may encounter different problems as page numbers, or absence of the author. In this case you should provide any information you find such as: author name, article name, or website name. For the latter do not use full URL but simply partial URL (*CNN*.com, *Forbes*.com)

Source:

“MLA In-Text Citation Cheat Sheet”. [www.sampson.k12.nc.us/site/handlers/filedownload.ashx?moduleinstanceid=4450&dataid=5447&FileName=mla\_in-text\_citation\_cheat\_sheet.pdf](http://www.sampson.k12.nc.us/site/handlers/filedownload.ashx?moduleinstanceid=4450&dataid=5447&FileName=mla_in-text_citation_cheat_sheet.pdf) .Accessed 14 March.2020

**3.2 MLA Works-Cited List**

The Work -Cited list appears at the end of the work on a separate page. The title is centered and the entries are organised alphabetically by the author’s last name, or the first letter of the title in case no author is mentioned. The initials ‘A,’ ‘An,’ or ‘The’ should not be taken into consideration. All entries should be double-spaced with the first line of each reference left-aligned and the next one indented ½ inch.

For more details see the sample below:

**Sample of the Works-Cited List**

|  |  |
| --- | --- |
| Type of source | Source format |
| Book | |  | | --- | | Alexis, Andre. *Fifteen Dogs: An Apologue*. Coach House Books, 2015. | | In- | |
| Book, Editions of a Book | Lutgens, Frederick K., and Edward J. Tarbuck. *The Atmosphere: An Introduction to Meteorology*. 13th ed., Pearson, 2016. |
| Edited Book | |  | | --- | | Bartol, Curt R., and Anne M. Bartol, editors. *Current Perspectives in Forensic Psychology and Criminal Behavior*. 4th ed., Sage, 2016. | |  | |
| Book, Corporate Author | Canadian Health Information Management Association. *Fundamentals of Health Information Management*. Canadian Healthcare Association, 2013 |
| Book, no author | *American Heritage Dictionary for Learners of English*. Houghton, 2002. |
| Book, three or more authors | Guttman, B., et al. *Genetics: A Beginner's Guide*. One world, 2002. |
| Book, From a Website | Seton, Ernest Thompson. *The Trail of the Sandhill Stag*. Charles Scribner's  Sons, 1914. *Project Gutenberg*, www.gutenberg.org/ebooks/32319.  Accessed 14 Jan. 2018. |
| Encyclopedia or Dictionary Entry, (Print) with an Author | Lewisohn, Leonard. "Sufism." *Encyclopedia of Philosophy*, edited by Donald Borchert, 2nd ed., vol. 9, Thomson Gale, 2006, pp. 300-314. |
| Encyclopedia or Dictionary Entry, (Online) without an Author | "Maelstrom." *Merriam-Webster Dictionary*, 2017, *Merriam-Webster*. www.merriam-webster.com/dictionary/maelstrom. Accessed 19 Oct. 2016. |
| Journal, Article (Print) | Conatser, Phillip, and Martin Block. "Aquatic Instructors' Beliefs Toward Inclusion." *Therapeutic Recreation Journal*, vol. 35, no. 2, 2001, pp. 170-184. |
| Journal, Article from a Library Database without a DOI | Williams, George R. "What Can Consciousness Anomalies Tell Us about Quantum Mechanics?" *Journal of Scientific Exploration*, vol. 30, no. 3, 2015, pp. 326-354. *Academic Search Complete*, 0-search.ebscohost.com.orca.douglascollege.ca/login.aspx?direct=true&db=a9h&AN=118525144&site=ehost-live&scope=site. Accessed 6 Nov. 2016. |
| Journal, Article from the Internet | Cianciolo, Patricia K. "Compensating Nuclear Weapons Workers and Their Survivors: The Case of Fernald." *Michigan Family Review*, vol. 19, no. 1, 2015, pp. 51-72, quod.lib.umich.edu/m/mfr/4919087.0019.103?rgn=main;view=fulltext. Accessed 21 Sept. 2016. |
| Magazine, Article (Internet) | Miller, Laura. “The Evolutionary Argument for Dr. Seuss.” *Salon*, 18 May 2009, www.salon.com/2009/05/18/evocriticism/. Accessed 29 Nov. 2016. |
| Magazine, Article (Print) | Bolster, Mary. “Energize Your Life.” *Natural Health,* Mar. 2009, p. 10. |
| Newspaper, Article from the Internet | Skerritt, Jen. “Local Liver Specialists Struggle to Keep up with Hep-C Influx.” *Winnipeg Free Press*, 20 May 2009, www.winnipegfreepress.com/arts-and-life/life/local-liver-specialists-struggle-to-keep-up-with-hep-c-influx-45462112.html. Accessed 28 Dec. 2016. |
| Newspaper, Article (Print) | Fayerman, Pamela. "Body Degerates as Patients Wait." *The Vancouver Sun*, 3 June 2005, p. A12. |
| Newspaper, Article – No Author (Print) | “Oval Distinguished for Innovative Design.” *The Vancouver Sun*, 16 May 2009, p. A14. |
| Film, DVD, Video | *The Grand Budapest Hotel*. Directed by Wes Anderson. Performance by Ralph Fiennes, Twentieth Century Fox Home Entertainment, 2014. |
| Streaming Video from a Website, YouTube etc. | Griggs, Ben. "A Day in the Life of a Librarian." *YouTube*, 1 Oct. 2013, www.youtube.com/watch?v=Mcn-B7X7HwQ. Accessed 9 Oct. 2017. |
| Song on a CD | Cohen, Leonard. "Jazz Police." *I'm Your Man*. Columbia, 1988. |
| Photograph (Web) | Dobbs, Charles. "Zabriskie Point Sunset." *FineArtAmerica*, 7 Apr. 2016, fineartamerica.com/featured/zabriskie-point-sunset-charles-dobbs.html. Accessed 16 Dec. 2016. |
| Podcast | Kennedy, Paul. "Hope Within Horror: Marina Nemat." *Ideas*, CBC/Radio-Canada, 6 Dec. 2016, www.cbc.ca/radio/ideas/hope-within-horror-marina-nemat-1.3470823. Accessed 12 Dec. 2016. |
| Course Packs, Class Handouts, Class Lectures | Johnson, Victor. "A Labour of Love?: Mothers and Emotion Work." *NURS 3130: Supplementary Readings*, edited by Lucinda Robertson, Douglas College, 2016, pp. 30-44. Originally published in *Journal of Midwifery*, vol. 17, no. 10, 2009, pp. 636-640. Course Pack. |
| Class Lecture | Cannon, Dolores. "Accessing Theta." *PSYC 2341: Abnormal Psychology*, Douglas  College, New Westminster, 28 Oct. 2016. Class Lecture. |
| Interviews Conducted by Yourself | Rewniak, Christopher. Personal Interview. 4 June 2017. |
| Brochures/Pamphlets | *Not Everyone Has a Home*. National Coalition for the Homeless. Pamphlet. |
| Email | Selig, Pauline. "Re: Knowledge topics." Received by Russell Moore, 22 July 2016. |
| Tweet | @persiankiwi. “We have report of large street battles in east & west of Tehran now - #Iranelection.” *Twitter*, 23 June 2009, 11 :15 a.m., twitter.com/persiankiwi/status/2298106072. |

Source:Modern Language Association Style (8th Ed.) Douglas College **Library** August 2017 JG/swHttps://Dcconnect.Douglascollege.Ca/Dept/LR/Handouts/MLA 8th Edition.Docx

**Assignment:**

Observe the Works-Cited below and locate any anomalies

Cox, Ted. *Daily Herald* “Once Daring, MTV Now a Bland Corporate Commodity.” [Arlington Heights, IL] 1 Aug. 2006: 1. *Infotrac Custom Newspapers.* Web. 27 Aug. 2009.

Michael F Curtin,. “Media and the Degradation of Language: The Tides of Vulgarity Can be Countered.” *Vital Speeches of the Day* 72.20-21 (Aug. 2006): 578-80. Print.

“One the Uses of a Liberal Education: I. As Lite Entertainment for Bored College Students.” Edmundson, Mark *Harper’s* Sept. 1997: 39-49. Print.

Halimi, Serge. “Myopic and Cheapskate Journalism: U.S. Press Obsessed with Local Issues.” Web. 29 Aug. 2009.

Le Monde Diplomatique– English Edition.Le Monde Diplomatique,Aug.-Sept. 1998. “The Liberal Arts in the Age of Info-Glut.” Chronicle of Higher Education 1 May 1998: B4-5.Print.

O’Brien, Tom America 21 May 2001: 31. *Expanded Academic ASAP*. .” Doom and Gloom.” Web. 22 Aug. 2009.

Thomas, Frank. 1997 “Dark Age.” Commodify Your Dissent. Ed. Frank Thomas and Matt Weiland. New York: W.W. Norton,. 255-72. Print.

Washburn, Katharine, and John F. Thornton, eds. New York: W.W. Norton Dumbing Down: Essays on the Strip Mining of American Culture., 1996. Print.

Works Cited Berman, Morris. New York: W.W. Norton, 2000. Netlibrary. Web. 22 Aug. 2009 *The Twilight of American Culture*. .

Source:

Sample MLA Works Cited Page. Retrieved <https://www.collegeofsanmateo.edu/library/docs/MLAWorksCited7.pdf>

**3.3 Use of Titles in MLA**

The MLA style recommends the capitalisation of all principal words (nouns, [pronouns](https://www.scribbr.com/academic-writing/pronouns/), verbs, adjectives, adverbs, and some [conjunctions](https://www.scribbr.com/language-rules/conjunctions/)) within titles. Sources (within the works-cited list) should also be capitalised even if they are used differently in the original source. A line space ought to be used above and below a heading. See examples below:

1.Oral Language Acquisition

2.Factors behind Speaking Difficulties

**4.APA Style**

The following ways operate in this system: (i) in-text citation where three pieces of information should be supplied (the author, the year, and the page number, (ii) entrance in the reference list which proceeds as follows: author’s full name, year of publication, title of the source, place of publication and house of publication. Below ample examples are offered. It should be mentioned that these guidelines pertain to the sixth edition.

**4.1APA in-text citation entry:**

This section highlights different cases of in-text citation, namely one author; two authors; three, four, five authors; five authors and more; author with more than one work; and repetition of the same source.

**4.1.1 One author**

**Direct Quote**: The citation must follow the quote directly and contain a page number after the date, for example (Mitchell, 2017, p.104).

**Examples**

|  |
| --- |
| According to Palladino and Wade (2010), “a flexible mind is a healthy mind” (p. 147).  In 2010, Palladino and Wade noted that “a flexible mind is a healthy mind” (p. 147).  In fact, “a flexible mind is a healthy mind” (Palladino & Wade, 2010, p. 147).  “A flexible mind is a healthy mind,” according to Palladino and Wade’s (2010, p. 147) longitudinal study.  Palladino and Wade’s (2010) results indicate that “a flexible mind is a healthy mind” (p. 147). |

**4.1.2Repeating the same source**

 When the source is used for the first time in the paragraph, the full parenthetical in-text citation must be used (Author’s last name, year).

**Example 1:** Writing is a learned form of communication (Grammer, 2013).

When the source is used for the second time, the full in-text citation (Author’s last name, year) must again be used.

 Writing is a learned form of communication (Grammer, 2013).Using APA allows students to have consistency with other writings in their field of study (Grammer, 2013).

**4.1.3 Two authors**

The surname of both authors is stated with either ‘and’ or an ampersand (&) between. For example:

Mitchell and Smith (2017) state… Or …(Mitchell & Smith, 2017).

**4.1.4 Three, four or five authors**

For the first cite, all names should be listed:

Mitchell, Smith, and Thomson (2017) state… or …(Mitchell, Smith, & Thomson, 2017).

For further cites, you can simply use the first author’s name followed by et al:

Mitchell et al (2017) state… or …(Mitchell et al, 2017).

**4.1.5 Six or more authors**

Only the first author’s surname should be stated followed by et al

**4.1.6 No authors:**

When the author is unknown, the first few words of the reference (the title of the source) should be used. In case this title is that of a book, periodical, brochure or report, it should be italicised. For example:

(*A guide to citation*, 2017).

However, if this is the title of an article, chapter or web page, it should be put in quotation marks. For example:

(“APA Citation”, 2017).

**4.1.7Citing authors with multiple works from one year**

Works should be cited with a, b, c etc following the date. These letters are assigned within the reference list, which is sorted alphabetically by the surname of the first author. For example:

(Mitchell, 2017a) Or (Mitchell, 2017b).

**4.1.8 Citing multiple works in one parentheses**

If these works belong to the same author, the surname is stated only one time followed by the dates in order chronologically. For instance: Mitchell (2007, 2013, 2017) Or (Mitchell, 2007, 2013, 2017)

If these works belong to different authors then the references should be mentioned in an alphabetical order separated by a semicolon as follows: (Mitchell  & Smith 2017; Thomson, Coyne, & Davis, 2015).

**4.1.9 Citing a group or organisation**

For the first cite, the full name of the group must be used. Subsequently this can be shortened. For example:

First cite: (International Citation Association, 2015)

Further Cites: (Citation Association, 2015)

**4.1.10 Citing a secondary source**

In this situation the original author and date should be stated first followed by ‘as cited in’ followed by the author and date of the secondary source (the original source). For example:

Lorde (1980) as cited in Mitchell (2017) Or (Lorde, 1980, as cited in Mitchell, 2017).

**4.1.11 Formatting titles of sources**

When you refer to the title of a source within your paper, all words that are four letters long or greater should be capitalised within the title of a source: *Permanence and Change*. Exceptions apply to short words that are verbs, nouns, pronouns, adjectives, and adverbs: *Writing New Media*, *There Is Nothing Left to Lose*. However, in your references list, only the first word of a title should be capitalised: *Writing new media*.)

**4.2 APA references page entries:**

The APA References page lists the bibliographic information for all of the sources used in one’s research work.

* The references list should begin on a new page titled "References" (with no quotation marks, underlining, etc.), centered at the top of the page. It should be double-spaced as the rest of the paper.
* Reference list entries should be alphabetised by the first word of each entry.
* Use initials for authors' first and middle names.
* The second line of the reference entry should have a hanging indent; the equivalent of one tab space.
* The first word in the title and subtitle should be capitalised (except journal articles where all other words must be capitalized as Arab World Journal).

**4.2.1How to cite a book**

Book referencing is the most basic style; it follows the format: author’s name (surname, initials). (year). Title (italicised).Place of publication: house of publication

**Book referencing examples:**

 Mitchell, J.A., Thomson, M., & Coyne, R.P. (2017). *A guide to citation*. London, England: My Publisher

Jones, A.F & Wang, L. (2011). *Spectacular creatures: The Amazon rainforest* (2nd ed.). San Jose, Costa Rica: My Publisher

**4.2.2How to cite an edited book in APA format**

The format for this reference is almost identical to that of a book, except for the inclusion of (Ed(s). The basic format is as follows: author’s name (surname, initials).(Ed).(year).Title (ed.). Place of publication: house of publication

Ed refers to editor; while ed. refers to number of edition

**Edited book example:**

Williams, S.T. (Ed.). (2015). *Referencing: A guide to citation rules* (3rd ed.). New York, NY: My Publisher

**4.2.3How to cite a chapter in an edited book in APA format**

Edited books refer to a combination of chapters written by different authors. To reference a single chapter, the basic structure is as follows:

Author’s name (surname, initials). (year).Chapter title. In Editor initials, surname (Ed).Title in italics (ed., pp.chapter page range).Location: publisher

**Edited book chapter example:**

In the following example, B.N. Troy is the author of the chapter and S.T. Williams is the editor.

Troy, B.N. (2015). APA citation rules. In S.T, Williams (Ed.). *A guide to citation rules* (2nd ed., pp. 50-95). New York, NY: Publishers.

**4.2.4How to cite an e-book in APA format**

An e-book reference is the same as a book reference expect the publisher is swapped for a URL. The basic structure is as follows:

Author surname, initial(s) (Ed(s).\*). (Year). *Title* (ed.\*). Retrieved from URL

\*optional.

Mitchell, J.A., Thomson, M., & Coyne, R.P. (2017). *A guide to citation*. Retrieved from https://www.mendeley.com/reference-management/reference-manager

**4.2.5How to cite an e-book chapter in APA format**

This follows the same structure as an edited book chapter reference except the publisher is exchanged for a URL. The structure is as follows:

Last name of the chapter author, initial(s). (Year). Chapter title. In editor initial(s), surname (Ed.). *Title* (ed., pp.chapter page range). Retrieved from URL

Troy, B.N. (2015). APA citation rules. In S.T, Williams (Ed.). *A guide to citation rules* (2nd ed., pp. 50-95). Retrieved from https://www.mendeley.com/reference-management/reference-manager

**4.2.6How to cite a journal article in print or online in APA format**

Articles differ from book citations in that the publisher and publisher location are not included. For journal articles, these are replaced with the journal title, volume number, issue number and page number. The basic structure is:

Author surname, initial. (year).Article title, Journal title italicised, Volume Number, page numbers. If the article has an online source then add DOI (Digital Object Identifier) or Retrieved from URL if the DOI is not mentioned.

Mitchell, J.A. (2017). Citation: Why is it so important. *Mendeley Journal, 67*(2), 81-95. (this is a print journal)

Mitchell, J.A. (2017). Citation: Why is it so important. *Mendeley Journal, 67*(2), 81-95. Retrieved from <https://www.mendeley.com/reference-management/reference-manager> (this is a journal from the web)

**4.2.7How to cite a newspaper article in print or online in APA format**

The basic structure is as follows:

Author surname, initial(s). (Year, Month Day). Title. *Title of Newspaper,* column/section, p. or pp. Retrieved from URL\*

\*\*Only include if the article is online.

Note: the date includes the year, month and date.

Mitchell, J.A. (2017). Changes to citation formats shake the research world. *The Mendeley Telegraph*, Research News, pp.9. Retrieved from  https://www.mendeley.com/reference-management/reference-manager

**4.2.8How to cite magazine articles in print or online in APA format**

The basic structure is as follows:

Author surname, initial(s). (Year, month day). Title. *Title of the Magazine*, pp.

Mitchell, J.A. (2017). How citation changed the research world. *The Mendeley*, pp. 26-28

**4.2.9How to cite non-print material in APA format**

* **Citing an Image in APA Format**

The basic format to cite an image is:

Author surname, initial.(publication date).Title of image.(media type) Retrieved from

The media type could be a photograph, painting, etc

Millais, J.E. (1851-1852). *Ophelia* [painting]. Retrieved from [www.tate.org.uk/art/artworks/millais-ophelia-n01506](http://www.tate.org.uk/art/artworks/millais-ophelia-n01506)

* **Cite a film in APA format**

The basic format of a film citation is:

Producer surname, initial (Producer), & Director surname, initial (Director). (Year of Release). *Title of film* [Motion Picture]. Country of Origin: Studio.

Hitchcock, A. (Producer), & Hitchcock, A. (1954) *Rear window*. United States of America: Paramount Pictures.

* **Cite a TV programme in APA format**

The basic format is as follows:

Writer surname, initial(s) (Writer), & Director surname, initial(s) (Director). (Year of Release). Episode title [Television series episode]. In Executive producer surname, initial(s) (Executive Producer), *TV series name*. City, State of original channel: Network, Studio or Distributor

Catlin, M., and Walley-Beckett, Moire (Writers), & Johnson, R (Director). (2010). Fly [Television series episode]. In Schnauz, T. (Executive Producer). *Breaking bad*. Culver City, CA: Sony Pictures Television

**4.2.10How to cite a website in APA format**

When citing a website, the basic structure is as follows:

Author surname, initial(s). (Year, month day). *Title*. Retrieved from URL

**Website example:**

Mitchell, J.A. (2017, May 21). *How and when to reference*. Retrieved from  [https://www.howandwhentoreference.com.](https://www.mendeley.com/reference-management/reference-manager)

**4.2.11 Handling long/short quotes:**

When there is a short quote (less than forty words), it should be inserted with the text as:

-Jones (1998) found that "students often had difficulty using APA style" (p. 199)

-According to Jones (1998), "Students often had difficulty using APA style, especially when it was their first time" (p. 199).

When there is a long quote (more than forty words, it should be set in a free-standing block without quotation marks. The quote must be put in a new line with a left margin of ½ inch and double spacing. See the example below:

Cyber threats are not the only challenge to cloud computing:

While security has been a major topic of interest, reliability is a much bigger concern. Cloud computing is based on Internet access, so a fast and constant Internet connection is critical to cloud computing solutions. Therefore, it is imperative to ensure the enterprise’s connectivity to the Internet is well-established and that there are backup connections in case of connectivity failure. (Lyoob, Rossetti, & Chen, 2013, pp. 35-36)

**Sample of APA References**

Benson, C. (1990). *Theoretically, the management of multiple resources is simple. Temagami: a debate on wilderness*, (pp. 41-59). Toronto: Dundurn Press.

Canada. Statistics Canada. (2008). Canada year book. Ottawa, ON.

Carpal tunnel syndrome (1998). In Encyclopedia of family health (2, pp. 2019-2020). New York: Marshall Cavendish Corporation.

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**Source:**

APA (American Psychological Association) Style. Reference List Example. Kevin High School. Retrieved https://www.winnipegsd.ca/schools/TechnicalVocational/StudentResources/librarycommons/Documents/APA.pdf

**Assignments**

**Task 1**

Study the references list below and correct what is anomalous:

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**Task 2**

Study the in-text citations below and identify the errors:

* Another study of students and research decisions discovered that students succeeded with tutoring ("Tutoring and APA," ).
* The author claims that “plagiarism is becoming a bigger problem” (Smith, 2014).
* Smith states that plagiarism is becoming increasingly widespread.
* Consumers experience greater risk for online purchases (Writers et al., p. 47).
* Young consumers experience no risk for online purchases (Porter, 2016, pp. 63-64).
* Research by Swaen shows that students think the APA Citation Generator is a useful tool. Swaen also states that universities are increasingly using the generator.
* Tyson, Strauss, and Gott encourage the use of simplified terms when it comes to discussing and defining the universe. For example, a small white star is simply called a white dwarf. Keep it short and sweet because the universe is confusing enough (p. 22).
* Money has the ability to benefit things in your life, but it’s truly great when it doesn’t cause the person to act differently or change who they are (Drake).

**Task 3**

The list below includes sources formatted in MLA style re-write it into the APA style:

**Works Cited**

|  |
| --- |
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**4.2.12Formatting tables, graphs, charts (in APA style)**

Visuals such as tables, charts, and graphs must be used only when they supplement the text, i.e they provide more clarification of your ideas. They generally display information that is difficult to mention in a narrative way as large amounts of numerical data (Becker).They must be referred to in the text, indicating what the reader should look for. Tables should be numbered using Arabic numerals (table 1, table 2). To be comprehensive, they must contain clear titles written in italics below the table number. The title should, however, appear below the title number with major words capitalised:

**Table 1**

*Sample on reporting authors’ points of view*

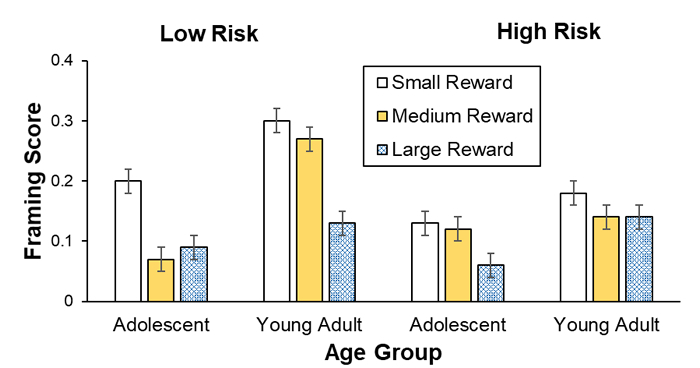
|  |  |
| --- | --- |
| Authors’ Names | Authors’ views |
| Knowles (1978) | Meaningful work builds upon learners’ life experiences, and links new knowledge with previous life experiences |
| Seifert (2004) | Meaningful work contributes to confidence |
| Rogers (2002) | Meaningful work tasks meet an immediate need |
| Bandura (1997) | Meaningful work leads to task persistence |
| Craft (2005) | Reflective journals can be meaningful to the student |

Source: Cosette Taylor. What is synthesis. Retrieved from <https://umanitoba.ca/faculties/nursing/students/What_is_synthesis.pdf>

Figures indicate any illustration which is not a table. This comprises charts, graphs, photographs, drawings. When you are copying a figure from another source or adapting it, you should acknowledge the original source. (the figures below are formatted in APA style)

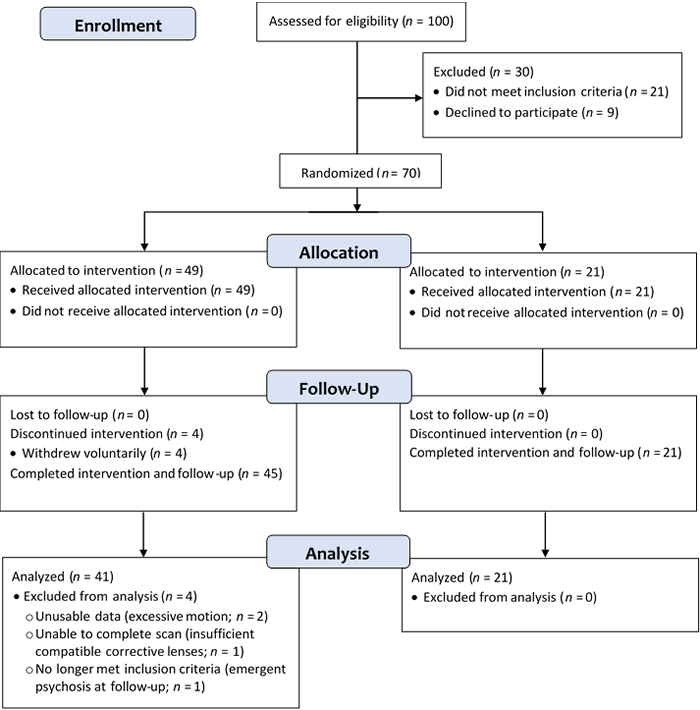
## Sample Bar Graph

**Figure 1**

Framing Scores for Different Rew

APA Styles. Sampling Figures. Retrieved from: https://apastyle.apa.org/style-grammar-guidelines/tables-figures/sample-figures#map

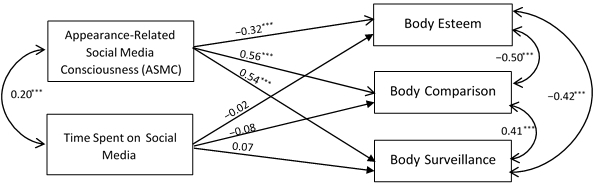
**Figure 2**

Consort Flowchart of Participants

APA Styles. Sampling Figures. Retrieved from: https://apastyle.apa.org/style-grammar-guidelines/tables-figures/sample-figures#map

**Figure 3**

Path Analysis Model of Associations Between ASMC and Body-Related Constructs



APA Styles. Sampling Figures. Retrieved from: https://apastyle.apa.org/style-grammar-guidelines/tables-figures/sample-figures#map

**References:**

APA 6th Referencing Style Guide. Retrieved from <https://aut.ac.nz.libguides.com/APA6th/tables#s-lg-box-13313977>.

APA (American Psychological Association) Style.(May 2012). Reference List Example. Kevin High School.Retrieved from <https://www.winnipegsd.ca/schools/TechnicalVocational/StudentResources/librarycommons/Documents/APA.pdf>.

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Sample MLA Works Cited Page. Retrieved from https://www.collegeofsanmateo.edu/library/docs/MLAWorksCited7.pdf.

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