### Step One: Parenthetical Notes in the Text of Your Paper

Always cite when you quote sources, paraphrase them, or summarize their ideas in your paper, like this:

If the author whose ideas are being summarized or quoted is not named in the sentence, include the author’s last name and the date of publication in parentheses.

Social networking is good for students, not bad for them (Sanders, 2010).

If the author’s name is included in the sentence, the note has two parts. The date is inserted after the author’s name. The page number is listed at the end of the quote, preceded by the abbreviation “p.”

Klinger (2010) wrote that the story “symbolized the frustration of women being confined” (p. 53).

### Step Two: The References Page at the End of Your Paper

The References page is at the end of your paper, alphabetized by authors’ last names, and double-spaced.

**Book**

Author’s last name, Author’s initials. (Year of publication). *Title of book*. Place of publication: Publisher.


A book with an editor has the abbreviation (Ed.) after the editor’s name. Plural is (Eds.)

**E-book in library databases:** APA Style no longer requires database information in citations.

Author’s last name, Author’s initials. (Year of publication). *Title of book*. Place of publication: Publisher.


**Chapter from an e-book:**


**Encyclopedia article in a database:**

Author’s last name, Author’s initials. (year of publication). Title of chapter or entry. Editor’s first initial Editor’s last name (Ed.), *Title of book* (Vol. #, pp #s). Place of Publication: Publisher.

Electronic journal article from databases or online sources with a DOI number: The DOI number is a consistent link to the article’s location online, since web addresses and databases can change.

Author’s last name, Author’s initials. (year of publication). Title of article. Title of Journal, volume # (issue #), page #. doi: xx.xxxxxxxxx


Electronic journal, magazine and newspaper articles without a DOI number in databases or online:
Cite the URL of the publication’s homepage, not the database. Do not include the date retrieved.


Corporate reports from a database or a print version:

Apple, Inc. (2014). Annual report pursuant to section 13 or 15(d) of the securities and exchange act of 1934 pursuant to section 13 or 15(d) of the securities exchange act of 1934: For the fiscal year ended September 27, 2014. Cupertino, CA: Author.

(“Author” indicates that the author (the corporation) is also the publisher of the report.)

Corporate reports found online:


Web pages on websites:

Kappelman, J. (2001). The eSkeletons project. Retrieved from the University of Texas at Austin website: http://www.eSkeletons.org/

Source:
Also see “How to Cite: APA” on the BMCC Library website: http://lib1.bmcc.cuny.edu/help/citing/citingapa.html
Revised by Professor Lane Glisson 08-19-2015.