

# APA 7th - The Basics

source: American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-000>



## APA Four Format Elements

**Author** - who is responsible for this work?

**Date** - when was this work published?

**Title** - what is this work called?

**Source** - where can this work be retrieved?

## AUTHOR

refers **broadly** to the person(s) or group responsible for the work.

An author may be

- an individual
- multiple people, a group (institution, government agency, organisation)
- a combination of people and groups



### HOW MANY AUTHORS' NAMES TO PROVIDE IN ...



Reference List:

Provide surnames and initials for up to 20 authors

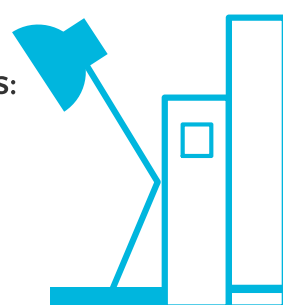
in-text Citation:

<https://libguides.nus.edu.sg/APA/intext>

## DATE

refers to **publication** date, and may take the following forms:

- year only
- year, month and day
- year and month
- year and season
- range of dates



### WHAT IF THERE IS NO DATE?



Where publication date is unknown or cannot be determined, write "n.d." (for "no date").

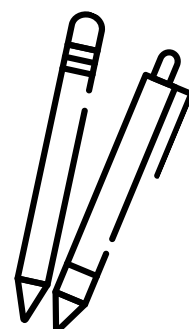
Put a period after the "n" and after the "d" with no space between the letters.

eg. Tan, G. (n.d.)

## RETRIEVAL DATE

(in the source element of the citation)

Retrieval date for work that is likely or meant to change. When you include this date, it indicates to readers that the version of the work they retrieved may be different from the version you used.



# NUS LIBRARIES

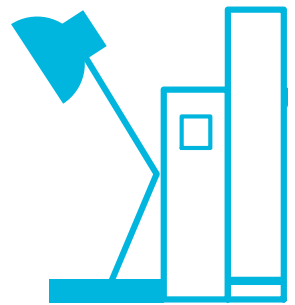
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### TITLES

Two broad categories which will determine where it should be placed in your citation

Category One: Works that stand alone (eg. whole book, reports, data sets, videos, social media and works on website)



Title of these works appear in the **title element** of the **reference**



Category Two: Works that are part of a greater whole (eg. edited book chapters, podcast episodes, periodical articles)

- Title of the article or chapter appears in the **title element** of the reference, and
- Title of the greater whole (the journal or edited books) appear in the **source element**.

### SOURCE

- Indicates where readers can **retrieve** the cited work
- Specific guidelines are presented in the APA Publication Manual (chapter 9 - Reference List)



### DOIs & URLs: Guidelines for including DOIs and URLs in references

- Include a DOI for all works that have a DOI, regardless of whether you used the online version or the print version
- If an online work has both a DOI and a URL, include only the DOI
- If an online work has a URL but no DOI, include the URL in the reference

### WEBSITE SOURCES

- Provide the website name (in title case without italics) in the source element: eg. Healthhub
- Include a period after the website name, followed by the URL
- If the author is the same as the website name, omit the site name from the source element. As such, the source element will only have the work's URL

