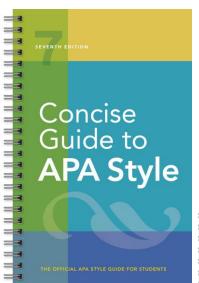
Library workshop: APA Style 7th Edition

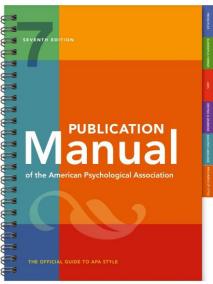
Joey Leung Assistant Librarian

co-organised with the Research Office

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- 02 Children's Book
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- 04 Report & Code of Ethics
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- 08 In-text Citation
- 09 Examples for self-study





This guide is created based on the official APA manual:

American Psychological Association. (2020). Concise guide to APA Style (7th ed.).

American Psychological Association. (2020). Publication manual of the American Psychological Association (7th ed.).

which are both available for loan! (click on the book covers)

O1 & Book Chapter

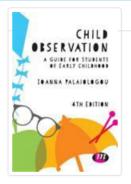
Book

Citing the entire book

Author, A. A. (Date). *Title of book: Subtitle* (edition). Publisher.

Palaiologou (2019) or (Palaiologou, 2019)

Palaiologou, I. (2019). Child observation: A guide for students of early childhood (4th ed.). Learning Matters.



■ Normal view

Child observation : a guide for students of early childhood / Ioanna Palaiologou.

By: Palaiologou, Ioanna 🔍

Publisher: London: Learning Matters, 2019

Edition: 4th ed

Description: 286 p.: ill.; 25 cm

ISBN: 9781526460677; 9781526449993 (pbk.)

Subject(s): Observation (Educational method) 🔍 | Early childhood education 🔍

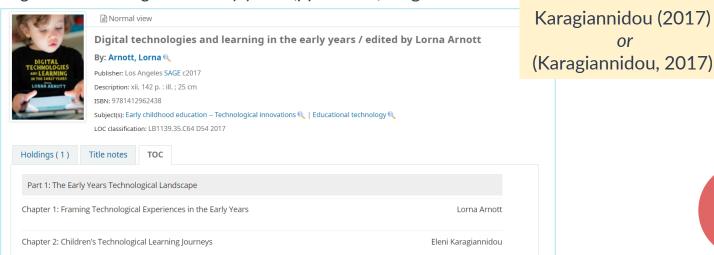
LOC classification: LB1027.28 | .P36 2019

Book Chapter

Books chapters written by different authors in an edited book

Author, A. A. (Date). Title of chapter. In E. E. Editor & E. E. Editor (Eds.), *Title of book: Subtitle* (edition, page numbers). Publisher.

Karagiannidou, E. (2017). Children's technological learning journeys. In L. Arnott (Ed.), *Digital technologies and learning in the early years* (pp. 20-31). Sage.



Children's Book

Children's Book

With illustrator different than author

Author, A. A. (Date). Title of book: Subtitle (I. I. Illustrator, Illus.). Publis

Denise (2019) or (Denise, 2019)

Denise, A. A. (2019). Bunny in the middle (C. Denise, Illus.). Henry Holt and Company.



Normal view

Bunny in the middle / Anika A. Denise ; illustrated by Christopher Denise.

By: Denise, Anika [author.]

Contributor(s): Denise, Christopher [illustrator.]

Publisher: New York: Henry Holt and Company, 2019

Copyright date: ©2019 Edition: First edition

Description: 1 volume (unpaged): color illustrations; 29 cm

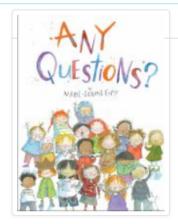
Children's Book

With illustrator same as author: credit that person twice

Author, A. A. (Date). Title of book: Subtitle (I. I. Illustrator, Illus.). Publis

Gay (2014) or (Gay, 2014)

Gay, M. (2014). Any questions? (M. Gay, Illus.). Groundwood Books.



Normal view

Any questions? / by Marie-Louise Gay.

By: Gay, Marie-Louise [author,, illustrator.] 🔍

Publisher: Toronto: Groundwood Books, 2014

Copyright date: ©2014

Description: 1 volume (unpaged): color illustrations; 32 cm

Content type: text | still image Media type: unmediated Carrier type: volume

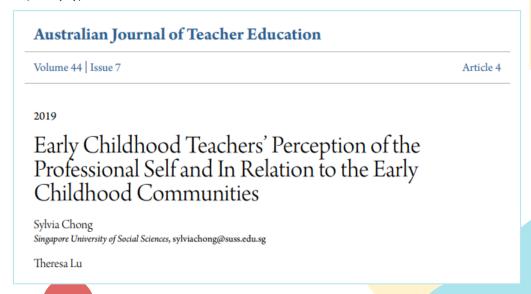
ISBN: 9781760113179

Journal Article

Journal article

Author, A. A. (Date). Title of article: Subtitle. Name of Journal, volume(issue), page numbers. DOI

Chong, S., & Lu, T. (2019). Early childhood teachers' perception of the professional self and in relation to the early childhood communities. *Australian Journal of Teacher Education*, 44(7), 53–67.



Chong and Lu (2019) *or* (Chong & Lu, 2019)

Report & Code of Ethics

Report & Code of Ethics

Author, A. A. (Date). Title [Description]. URL

NAEYC. (2020). Developmentally Appropriate Practice [Position Statement]. https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/resources/position-statements/dap-statement 0.pdf



NAEYC (2020) or (NAEYC, 2020)

Developmentally Appropriate Practice

National Association for the Education of Young Children

Each and every child, birth through age 8, has the right to equitable learning opportunities—in centers, family child care homes, or schools—that fully support their optimal development and learning across all domains and content areas. Children are born eager to learn; they take delight exploring their world and making connections. The degree to which early learning

OS YouTube Video

YouTube Video

Uploader, U. U. (Date). Title [Description]. URL

StorylineOnline. (2019, February 7). Lotus & feather read by Michelle Yeoh [Video]. https://youtu.be/8bpXikqUvXw



Webpage

Webpage

Only use the webpages category if no other reference category can better fit the work. Ask yourself: What type of work is on the website? Then cite according to the type of work.

Author, A. A. (Date). Title of work: Subtitle. Site Name. URL/Retrieval Date

Zero To Three. (2020, October 15). *Pro tips for managing toddler tantrums*. https://www.zerotothree.org/resources/3716-pro-tips-for-managing-toddler-tantrums?utm_medium=social&utm_campaign=parenting



Zero To Three (2020) or (Zero To Three, 2020)

Webpage

Show the retrieval date if source material likely to change over time. In this example, NAEYC may add or remove resources on the list.

Author, A. A.(Date). *Title of work: Subtitle.* Site Name. URL/Retrieval Date NAEYC. (n.d.). *Coping with COVID-19*. Retrieved Febraray 2, 2021, from https://www.naeyc.org/resources/topics/covid-19

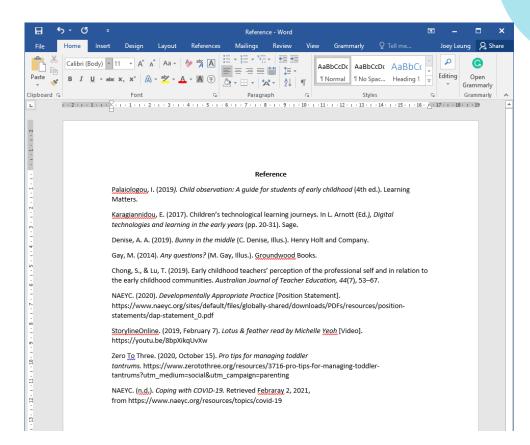


(NAEYC, n.d.) or NAEYC (n.d.)

Setting up the References Order & Indentation

Sort the References Alphabetically

1. Get your reference ready

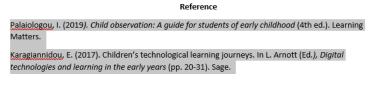


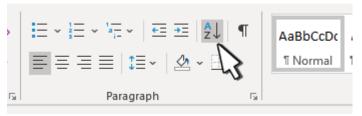
Sort the References Alphabetically

2. Highlight all the references

3. Go to **Home** > **Sort**.

- 4. Set Sort by to Paragraphs
- 5. Choose Ascending (A to Z)
- 6. Select OK





Sort Text					?	×
Sort by						
Paragraphs ~	Тұре:	Text	~		<u>A</u> scen Desce	ding nding
<u>T</u> hen by						
~	Type:	Text	~		Ascen	ding nding
Then <u>b</u> y					Desce	nuing
V	Type:	Text	~		Ascen	- 1
My list has					Desce	nding
○ Header <u>r</u> ow No header ro <u>w</u>						
<u>O</u> ptions			OK		Can	cel

Sort the References Alphabetically

7. Now it is in alphabetical order (A-Z)

Reference

Chong, S., & Lu, T. (2019). Early childhood teachers' perception of the professional self and in relation to the early childhood communities. *Australian Journal of Teacher Education*, 44(7), 53–67.

Denise, A. A. (2019). Bunny in the middle (C. Denise, Illus.). Henry Holt and Company.

Gay, M. (2014). Any questions? (M. Gay, Illus.). Groundwood Books.

Karagiannidou, E. (2017). Children's technological learning journeys. In L. Arnott (Ed.), Digital technologies and learning in the early years (pp. 20-31). Sage.

NAEYC. (2020). Developmentally Appropriate Practice [Position Statement]. https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/resources/position-statements/dap-statement 0.pdf

NAEYC. (n.d.). Coping with COVID-19. Retrieved Febraray 2, 2021, from https://www.naeyc.org/resources/topics/covid-19

Palaiologou, I. (2019). Child observation: A guide for students of early childhood (4th ed.). Learning Matters.

StorylineOnline. (2019, February 7). Lotus & feather read by Michelle Yeoh [Video]. https://youtu.be/8bpXikqUvXw

Zero To Three. (2020, October 15). *Pro tips for managing toddler tantrums*. https://www.zerotothree.org/resources/3716-pro-tips-for-managing-toddler-tantrums?utm_medium=social&utm_campaign=parenting

Indentation: hanging indent of 0.5 in

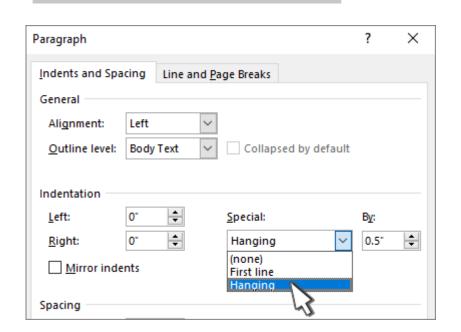
1. Highlight all the references

- Go to Home > Paragraph dialog launcher Button image > Indents and Spacing
- 3. Under **Special**, select **Hanging**
- 4. You can adjust the depth of the indent using the By field.
- 5. Select **OK**

Reference

Chong, S., & Lu, T. (2019). Early childhood teachers' perception of the professional self and in relation to the early childhood communities. *Australian Journal of Teacher Education*, *44*(7), 53–67.

Denise, A. A. (2019). *Bunny in the middle* (C. Denise, Illus.). Henry Holt and Company.



Indentation: hanging indent of 0.5 in

6. Now the reference list entries have a hanging indent of 0.5 in.

Reference

- Chong, S., & Lu, T. (2019). Early childhood teachers' perception of the professional self and in relation to the early childhood communities. Australian Journal of Teacher Education, 44(7), 53–67.
- Denise, A. A. (2019). Bunny in the middle (C. Denise, Illus.). Henry Holt and Company.
- Gay, M. (2014). Any questions? (M. Gay, Illus.). Groundwood Books.
- Karagiannidou, E. (2017). Children's technological learning journeys. In L. Arnott (Ed.), Digital technologies and learning in the early years (pp. 20-31). Sage.
- NAEYC. (2020). Developmentally Appropriate Practice [Position Statement].

 https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/resources/position-statements/dap-statement 0.pdf
- NAEYC. (n.d.). Coping with COVID-19. Retrieved Febraray 2, 2021, from https://www.naeyc.org/resources/topics/covid-19
- Palaiologou, I. (2019). Child observation: A guide for students of early childhood (4th ed.). Learning Matters.
- <u>StorylineOnline</u>. (2019, February 7). Lotus & feather read by Michelle <u>Yeoh</u> [Video]. https://youtu.be/8bpXikqUvXw
- Zero To Three. (2020, October 15). Pro tips for managing toddler tantrums. https://www.zerotothree.org/resources/3716-pro-tips-for-managing-toddler-tantrums?utm_medium=social&utm_campaign=parenting

08 In-text Citation

3 Elements



Last name(s) of the author(s)



Year of publication



(Sometimes)
Page or location of the information

Use in the paper body, to mention the works / ideas you have used

Correspondence between a Reference List Entry and an In-Text Citation

Reference list entry:

Alexander, P.A. (2018). Past as prologue: Educational psychology's legacy and progeny. *Journal of Educational Psychology*, 110(2). http://doi.org/10.1037/edu0000200

Parenthetical citation: (As part of the text)

The legacies and progenies of the discipline of educational psychology are explored (Alexander, 2018).

Narrative citation: (As a note of the text)

Alexander (2018) explored the legacies and progenies of the discipline of educational psychology.

Number of Authors

• 1 author: (Walker, 2007)

• 2 authors: (Walker & Allen, 2004)

• 3 or more: (Bradley et al., 1999) et al. = and others

- Parenthetical citation:
- Student teachers who use technology in their lessons tend to continue using technology tools throughout their teaching careers (Bradley et al., 1999).
- Narrative citation:
- Bradley et al. (1999) found that student teachers who use technology in their lessons tend to continue using technology tools throughout their teaching careers.

Citing Multiple Works

- List the citations in alphabetical order by the author's last name
- Separate them with semicolon ";"
- Parenthetical citation:
- Student teachers who use technology in their lessons tend to continue using technology tools throughout their teaching careers (Bradley et al., 1999; Walker, 2007; Walker & Allen, 2004).
- Narrative citation:
- Bradley et al. (1999), Walker (2007) and Walker and Allen (2004) found that student teachers who use technology in their lessons tend to continue using technology tools throughout their teaching careers.

Direct Quote

- Readers need to know where the Author mentioned the passage or sentence in the book
- 1. Last name(s) of the author(s)
- 2. Year of publication
- 3. (Now's the time) Page or location of the information
 - Parenthetical citation:
 - One study found that "the listener's familiarity with the topic of discourse greatly facilitates the interpretation of the entire message" (Gass & Varonis, 1984, p. 85).
 - Narrative citation:
 - Gass and Varonis (1984) found that "the listener's familiarity with the topic of discourse greatly facilitates the interpretation of the entire message" (p. 85).

OSE Examples for self-study

1. Journal article with a DOI

McCauley, S. M., & Christiansen, M. H. (2019). Language learning as language use: A cross-linguistic model of child language development. *Psychological Review, 126*(1), 1–51. https://doi.org/10.1037/rev0000126

Parenthetical citation: (McCauley & Christiansen, 2019) **Narrative citation:** McCauley and Christiansen (2019)

2. Journal article without a DOI, with a nondatabase URL

Ahmann, E., Tuttle, L. J., Saviet, M., & Wright, S. D. (2018). A descriptive review of ADHD coaching research: Implications for college students. Journal of Postsecondary Education and Disability, 31(1), 17–39. https:// www.ahead.org/professional-resources/publications/jped/archived-jped/ jped-volume-31

3. Journal, magazine, or newspaper article without a DOI, from most academic research databases or print version

Anderson, M. (2018). Getting consistent with consequences. Educational Leadership, 76(1), 26–33.

Goldman, C. (2018, November 28). The complicated calibration of love, especially in adoption. Chicago Tribune.

Parenthetical citations: (Anderson, 2018; Goldman, 2018)
Narrative citations: Anderson (2018) and Goldman (2018)

 Do not include the database name or URL. See Section 9.30 for more on excluding or including database information in references.

16. Newspaper article

Guarino, B. (2017, December 4). How will humanity react to alien life? Psychologists have some predictions. *The Washington Post.* https://www.washingtonpost.com/news/speaking-of-science/wp/2017/12/04/how-will-humanity-react-to-alien-life-psychologists-have-some-predictions

Hess, A. (2019, January 3). Cats who take direction. The New York Times, C1.

Parenthetical citations: (Guarino, 2017; Hess, 2019)
Narrative citations: Guarino (2017) and Hess (2019)

21. Authored book without a DOI, from most academic research databases or print version

Burgess, R. (2019). Rethinking global health: Frameworks of power. Routledge.

Parenthetical citation: (Burgess, 2019)
Narrative citation: Burgess (2019)

 See Section 9.30 for more on including database information in references.

25. Edited book without a DOI, from most academic research databases or print version

Hacker Hughes, J. (Ed.). (2017). Military veteran psychological health and social care: Contemporary approaches. Routledge.

Parenthetical citation: (Hacker Hughes, 2017)
Narrative citation: Hacker Hughes (2017)

 See Section 9.30 for more on including database information in references.

39. Chapter in an edited book without a DOI, from most academic research databases or print version

Weinstock, R., Leong, G. B., & Silva, J. A. (2003). Defining forensic psychiatry: Roles and responsibilities. In R. Rosner (Ed.), *Principles and practice of forensic psychiatry* (2nd ed., pp. 7–13). CRC Press.

Parenthetical citation: (Weinstock et al., 2003)
Narrative citation: Weinstock et al. (2003)

50. Report by a government agency or other organization

Australian Government Productivity Commission & New Zealand Productivity Commission. (2012). Strengthening trans-Tasman economic relations. https://www.pc.gov.au/inquiries/completed/australia-new-zealand/report/trans-tasman.pdf

Canada Council for the Arts. (2013). What we heard: Summary of key findings: 2013 Canada Council's Inter-Arts Office consultation. http:// publications.gc.ca/collections/collection_2017/canadacouncil/K23-65-2013-eng.pdf

National Cancer Institute. (2018). Facing forward: Life after cancer treatment (NIH Publication No. 18-2424). U.S. Department of Health and Human Services, National Institutes of Health. https://www.cancer.gov/publications/patient-education/life-after-treatment.pdf

Parenthetical citations: (Australian Government Productivity Commission & New Zealand Productivity Commission, 2012; Canada Council for the Arts, 2013; National Cancer Institute, 2018)

Narrative citations: Australian Government Productivity Commission and New Zealand Productivity Commission (2012), Canada Council for the Arts (2013), and National Cancer Institute (2018)

55. Code of ethics

American Counseling Association. (2014). 2014 ACA code of ethics. https://www.counseling.org/knowledge-center

American Nurses Association. (2015). Code of ethics for nurses with interpretive statements. https://www.nursingworld.org/coe-view-only

American Psychological Association. (2017). Ethical principles of psychologists and code of conduct (2002, amended effective June 1, 2010, and January 1, 2017). https://www.apa.org/ethics/code/index.aspx

Parenthetical citations: (American Counseling Association, 2014; American Nurses Association, 2015; American Psychological Association, 2017)

Narrative citations: American Counseling Association (2014), American Nurses Association (2015), and American Psychological Association (2017)

61. Dissertation or thesis published online (not in a database)

Hutcheson, V. H. (2012). Dealing with dual differences: Social coping strategies of gifted and lesbian, gay, bisexual, transgender, and queer adolescents [Master's thesis, The College of William & Mary]. William & Mary Digital Archive. https://digitalarchive.wm.edu/bitstream/handle/10288/16594/ HutchesonVirginia2012.pdf

Parenthetical citation: (Hutcheson, 2012)
Narrative citation: Hutcheson (2012)

79. YouTube video or other streaming video

Cutts, S. (2017, November 24). Happiness [Video]. Vimeo. https://vimeo. com/244405542

Fogarty, M. [Grammar Girl]. (2016, September 30). How to diagram a sentence (absolute basics) [Video]. YouTube. https://youtu.be/deiEY5Yq1ql

University of Oxford. (2018, December 6). How do geckos walk on water?
[Video]. YouTube. https://www.youtube.com/watch?v=qm1xGfOZJc8

Parenthetical citations: (Cutts, 2017; Fogarty, 2016; University of Oxford, 2018)

Narrative citations: Cutts (2017), Fogarty (2016), and University of Oxford (2018)

- The person or group who uploaded the video is credited as the author for retrievability, even if they did not create the work. Note the contributions of others who appear in the video in the text narrative if desired (see Example 77).
- See Section 9.8 for how to present usernames. To cite a quotation from a YouTube or other streaming video, see Section 8.28.

99. Webpage on a website with a group author

Centers for Disease Control and Prevention. (2018, January 23). People at high risk of developing flu-related complications. https://www.cdc.gov/flu/about/disease/high_risk.htm

World Health Organization. (2018, March). Questions and answers on immunization and vaccine safety. https://www.who.int/features/qa/84/en/

Parenthetical citations: (Centers for Disease Control and Prevention, 2018; World Health Organization, 2018)

Narrative citations: Centers for Disease Control and Prevention (2018) and World Health Organization (2018)

100. Webpage on a website with an individual author

Martin Lillie, C. M. (2016, December 29). Be kind to yourself: How self-compassion can improve your resiliency. Mayo Clinic. https://www.mayoclinic.org/healthy-lifestyle/adult-health/in-depth/self-compassion-can-improve-your-resiliency/art-20267193

Parenthetical citation: (Martin Lillie, 2016) Narrative citation: Martin Lillie (2016)

101. Webpage on a website with no date

Boddy, J., Neumann, T., Jennings, S., Morrow, V., Alderson, P., Rees, R., & Gibson, W. (n.d.). Ethics principles. The Research Ethics Guidebook: A Resource for Social Scientists. http://www.ethicsguidebook.ac.uk/ EthicsPrinciples

National Nurses United. (n.d.). What employers should do to protect nurses from Zika. https://www.nationalnursesunited.org/pages/whatemployers-should-do-to-protect-rns-from-zika

Parenthetical citations: (Boddy et al., n.d.; National Nurses United, n.d.)

Narrative citations: Boddy et al. (n.d.) and National Nurses United (n.d.)

- In the Boddy et al. example, the authors are listed on the acknowledgments page of the site (see Section 9.7 for more on determining the author).
- When the author and site name are the same, omit the site name from the source element.

102. Webpage on a website with a retrieval date

U.S. Census Bureau. (n.d.). U.S. and world population clock. U.S. Department of Commerce. Retrieved July 3, 2019, from https://www.census.gov/popclock/

Parenthetical citation: (U.S. Census Bureau, n.d.)
Narrative citation: U.S. Census Bureau (n.d.)

- When the author and site name are the same, omit the site name from the source element.
- Include a retrieval date because the contents of the page are designed to change over time and the page itself is not archived (see Section 9.16).

External website:

- 01 Books & Book Chapter
- 02 Children's Book
- 03 Journal Article
- 04 Report & Code of Ethics
- 05 YouTube video
- 06 Webpage
- 07 <u>Indentation</u>: hanging indent of 0.5 in.
- 08 In-text Citation

Major differences between the 6th and 7th edition can be found here.

THANKS!

http://lib.yccece.edu.hk/en/get-help/study-guides/apa-citation-7th

Phone: 3977 9880

Email: library@yccece.edu.hk

WhatsApp: 5576 4404

Zoom: Library Virtual Help Desk

CREDITS: This presentation template was created by Slidesgo, including icons by Flaticon, and infographics & images by Freepik and illustrations by Stories