APA STYLE

AVT 405 Research Guide
http://libguides.lib.siu.edu/avt405

Mary Taylor
Morris Library
mtaylor@lib.siu.edu
618-453-5492
Disclaimers

- If the examples and instructions of the APA’s blog or website or *Publication Manual* differ from this presentation, follow the official APA resource’s instructions and please let me know (mtaylor@lib.siu.edu, 681-453-5492).

- This presentation does not include every kind of example of resource formats. Please E-mail me or call me (618-453-5492) or see the resources on the Aviation Technologies 405 Research Guide for more assistance: http://libguides.lib.siu.edu/avt405
More Disclaimers

- Although APA style recommends Times New Roman, 12 pt. font, the font in the examples will not be in 12 pt, and may not be in Times New Roman due to presentation requirements.
- According to APA style, hanging indentations should be indented 0.5 inch. This has been done with each indented example, although it may not appear to be the case.
- The margins are not one inch, although they should be one inch in your paper.
Resources for Formatting a Paper in APA Style

- See Chapter 2 of the *Publication Manual of the American Psychological Association, 6th edition*


- The Purdue Online Writing Lab (OWL) has information about formatting a document in APA style: http://owl.english.purdue.edu/owl/resource/560/01/
Writing Center

http://write.siu.edu

Has Online Writing Lab (OWL)
Basics of Formatting

- One inch margins, hanging indents 0.5 inch
- Times New Roman font, 12 pt.
- Double space throughout the paper, including the references
- The paper should include a Title Page, Abstract, Main Body, and References
- You should include a running title
- For more, see http://owl.english.purdue.edu/owl/resource/560/01/
Why Should We Cite the Resources We Use?

- Give credit where credit is due

- Show others how to find the information that we used in the article
Resources for Citing in APA

- Chapter 6 and Chapter 7, *Publication Manual*
- **APA Style Blog:** [http://blog.apastyle.org/](http://blog.apastyle.org/)
- Purdue OWL’s APA pages (starting with) [https://owl.english.purdue.edu/owl/resource/560/05/](https://owl.english.purdue.edu/owl/resource/560/05/)
Resources for Citing in APA

- Microsoft Word (References tab)
- Article database functions (Verify!)
- BibMe and other online software products (Verify!)
References Page

- Center the title at the top of the page

- Double-space the reference page if rest of your page is double-spaced

- Keep the first line of the entry even with the left margin and indent the following lines (hanging indent, 0.5 inch)

- List references alphabetically by the authors’ last names
Author Names: Reference Page

- Always use this format:
  - Last Name, First initial. Second initial. (put one space between each initial)
    - Patankar, M. S.
    - Use all initials: Brown, J. S. Y. T.

- Two authors
  - Put comma after the first authors name, and use an ampersand (&) to connect the names.
    - Patankar, M. S., & Taylor, J. C.
Authors’ Names (cont’d)

- Three to Seven Authors:
  Ex: Lawrence, D. A., Frew, E. W., & Pisano, W. J.

- More than Seven Authors:
  - List the first six, use an ellipsis, then the last.
  Ex: Wright, O., Wright, W., Yeager, C., Markham, B., Earhart, A., Gann, E. K., … Lovell, J.
Authors (Cont’d)

- If no author is listed, start the reference with the title of the work. For example:

Delta adds international routes. (2008, November 17).

What’s Wrong?

3. An investigation into the effect of **surveillance drones** on textile evidence at crime scenes


Bucknell, Alistair, & Bassindale, Tom.

Correct: Bucknell, A., & Bassindale, T.

Bassindale, T., & Bucknell, A.

Correct: Bucknell, A., & Bassindale, T.
Titles

- Capitalize the first word of the title, the first word after a colon, and all proper nouns.
  - Ex: *Lindbergh: Flight’s enigmatic hero* [book title]
  - Ex: Robins Air Force Base selects DDC-I for AC-130U software support [article title]

- Italicize the names of standalone items: books, journals, magazines, newspapers, reports, videos.

- Do not put quotation marks around the titles of articles, articles on a website, chapters, songs, etc.
Do not capitalize the second word in a hyphenated compound word:

*In-text citations and quotations: A manual*
What is wrong with this book title?

Corrected:

Basic Format for Journal Articles

Author’s Last Name, Initial. (year). Title of the article. *Title of the Journal, volume number, page numbers.* http://doi.org/DOI

DOI=Digital Object Identifier

Example:

http://doi.org/10.1016/j.scijus.2017.03.006

Do NOT use: Retrieved from http://doi.org/DOI
Journal Articles Located Online without a DOI.


(Use the Journal’s home page, not the direct article link.)
1. Lyapunov Vector Fields for Autonomous Unmanned Aircraft Flight Control.


Subjects: LYAPUNOV stability; VECTOR fields; VEHICLES, Remotely piloted; FLIGHT control; CONTROL theory

Database: Computers & Applied Sciences Complete
Basic Format for Magazine Articles

Author name. (year, month day). Title of the article. *Title of the Magazine, volume number* (issue number), page numbers.

Include http://doi.org/DOI if available

If not, use magazine home page URL or the database: Retrieved from http://www.xxx.com
Newspapers

Author name. (year, month day). Title of the article. *Title of the Newspaper, volume number* (issue number), pp. XX

- If print, include the page numbers with the section of the paper.
  - Section A, Page 1 and 5-6 = pp. A1, A5-A6

- If online, include DOI if available, or URL of Newspaper home page, or Database
Books

- Basic Format: Author’s Last Name, Initial. (year). Title of the book: First word in subtitle after colon is capitalized (xth ed.). Place of Publication: Publisher Name.

- Note: If the publisher’s name is the same as the author’s name, use this format: Place of publication: Author
- You do not have to include the edition if you are using the first edition of a book.

If a person is named on the title page, use her or him as author.

If no person is named, use the government agency, department, or branch as a group author.”
Government Documents: Cont’d

- “Give the name of the group author exactly as it appears on the title page. If the branch or agency is not well known, include its higher department first.

- If the group author is also the publisher, just use the word Author after the location.

- If there is a series or report number, include it after the title” (Butera, 2018).
Government Documents

Basic Format:

Author Initial. (year). *Title of work* (Report No. xxx).

Location: Publisher

- Note: If available, include report numbers in parentheses immediately after the title of the work
- Use the name of the report number as listed on the document, e.g., if it called a Contract No., use Contract No.
  - Ex: (NIH Publication No. 02-2650)
Gov Docs Continued

- If the report was published by the Government Printing Office, use this for the publisher name and location: Washington, DC: Government Printing Office

- Reports found online: “For reports retrieved online, identify the publisher as part of the retrieval statement unless the publisher has been identified as the author: Retrieved from Agency name website: [http://www.xxxx](http://www.xxxx)” (p. 205, *Publication Manual of the American Psychological Association*)
Another Gov Docs example

Items From a Database

- In general, do not include the database name
  - Exceptions:
    - ERIC database
    - Items that will be difficult to locate

- Include phrase: Retrieved from X database


Personal Communications

- Use for
  - E-mail messages not posted online
  - Phone calls
  - Personal interviews (you interviewed the person)

- Put only in the text of your paper, not in the References.

- Basic Format: (Author name [initials first], personal communication, complete date):

  Others say this is not true (S. Graves, personal communication, January 12, 2012).
Basic Format for a Web Page

- Basic Format: Author. (year). Title of page. Retrieved from URL

http://www.geaviationsystems.com/products
/avionics.asp
Online Video

- Author Name. (upload year, month day). Title [Video file]. Retrieved from URL

- If only the screen name is available, use that in place of the author name


Retrieved from http://www.youtube.com/watch?v=OXU4gDoDj6c
In-text Citations

- Basic Format: (Author’s last name, date of the resource)
  Ex: Dogs are not good pilots (Jones, 2002).

- If you include the author’s name in the sentence, put just the year in the parentheses.
  Ex: Meyers believes that cars may fly in near future (2001).
Two Authors

- Basic Format: (Last name 1 & Last Name 2, year)
  
  Ex: (Markham & Kuznetsova, 1999)

- If you include the authors’ names in a sentence, enclose just the year in parentheses
  
  Ex: Markham and Kuznetsova disagree (1999).

- Use both authors’ names every time you cite them in the text.
Three or More Authors

- If a work has 3-5 authors, cite them all the first time you cite them. After the first time, use only the first author’s name followed by et al. and the year if it is the first citation of the reference in a paragraph.

- If a work has 6 or more authors, cite only the first author’s name followed by et al. and the year for all citations in the text.

Ex: (Ride et al., 2002)
Group Authors

- Use the name of the organization, business, agency, etc. that created the resource.

Ex: (ABC News, 2008)

Ex: According to the American Psychological Association (2010)
Group Authors (Cont’d)

- Some group authors have extremely long names (e.g., most government agencies). You must use the complete name the first time you cite the author in the text, but you may abbreviate it after that. (Include the abbreviation the first time you use it in the text).

Ex: (Federal Aviation Administration [FAA], 1999)
Ex: In 1999, the Federal Aviation Administration (FAA) said that...
No Author

- Basic format: (First few words from the title, Year)

- Ex:

  (Delta adds international routes, 2008)
Citing two or more works

If you are citing two more works, list the authors’ names in the order that they appear in the references list. Separate each set of authors with a semicolon.

Ex: (Moir & Seabridge, 2008; Schofield, 2008)
Direct Quotations

- For direct quotations give the page number (or paragraph number if no pages listed) as well.

Ex: "Isabelle Arthur, a spokeswoman for Air Canada, told CBC News in an email that the cat got into the cockpit avionics." (CBC News, 2012, para. 10).

Ex: Jones states, “Chuck Yeager defeated the sound barrier” (2009, p. 66).
More about Quotations

Introduce direct quotations with a “signal phrase,” that is, a phrase that leads into the quote:

Ex: Jones (2002) states, “Cats, on the other hand, are excellent pilots” (p. 64).

Ex: Playing hockey “ruins your teeth” (Wright, 1896, p. 12).
More Quotations (Cont’d)

- Enclose short quotations (up to 40 words) in quotation marks.

- Indent longer quotations 0.5 inch from the left margin for the length of the quotation (block quote)
Mantrescu (1991) has this to say:

Sometimes the pilot himself maintained the aircraft. If he did have a mechanic, the pilot simply discussed the problem with the mechanic and later made a check flight to determine if the problem had been corrected. Aircraft maintenance has undergone drastic changes since those days (p. 1).
Titles of Resources used In-Text:

- Capitalize the first word and all longer words except conjunctions, adverbs, pronouns, etc.
  - Example: *Wind, Sand, and Stars*
Titles of Resources Used In-Text (cont’d)

- Italicize or underline the titles of all longer works including books, journals, newspapers, movies, albums, and television series.
  - Ex: *Introduction to Avionics*

- Put quotation marks around titles of shorter works, including articles, chapters from books, songs, and episodes from television series.
  - Ex: “Robins Air Force Base Selects DDC-I for AC-130U Software Support”
In-Text Capitalization

- Capitalize all proper nouns (names of people, places, etc.):
  - O. Wright
  - Kill Devil Hill