Disclosure

• None

• This Roundtable Topic was first presented at the 28th Annual APSNA Scientific Conference, using the 6th edition of the American Psychological Association referencing style.

• This presentation was edited on July 18, 2021, to address notable changes published in the 7th edition of the American Psychological Association referencing style.
Objectives

1. Discuss the purpose, uses, and pitfalls of American Psychological Association formatting for live presentations.
2. Develop professional slide presentations following best practice techniques and successful delivery using the 7th edition guidelines of the APA referencing style.
**Please note that APA does not have guidelines for presentations. These guidelines are based on best practice recommendations.**
This Is What APA Looks Like to Most
Your New Best Friend


7th edition (2020)
What’s changed?

• Better guidelines for citing online media
• Updated guidelines for inclusive and bias-free language
• Minor changes in how to cite sources
What is APA?

• Guidelines of the American Psychological Association

• Purpose of APA (other than to annoy you):
  - *Standardize the many components of scientific writing*
  - *Improve comprehension of written material*
  - *Eliminate the distraction of trying to find the “correct” way to write*
  - *Adhere to form and rigor*
Why All the Fuss?

- Why are we so concerned about APA?

- Why do we need to be good writers?
  
  - Writing professionally helps lend credibility to your content.
  - Your work may be viewed by professionals from various disciplines.
  - APA helps to decrease writing mistakes. This may be important should your writing undergo scrutiny.
APA Regulates

- In-text citations
- References
- Formatting and punctuation
- Construction of tables
- Presentation of statistics
Use Slide Template Provided by Conference Planning Committee, if applicable
To Cite or Not to Cite: That Is the Question

• What is a citation?
  • An abbreviated version of a reference used to give credit to the information source

• When should you use a citation?
  • A citation should be used whenever you paraphrase, quote, or retrieve an idea from a journal, book, website, video, or any other medium.
  • A citation should always be used whenever there is a statement of fact.
    • Example: Children have an average of six to eight colds each year (UpToDate, 2018)
7 Notable Changes

References and in-text citations
6th Edition vs. 7th Edition

X

✓

2. In-text citations are shortened

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 Author</strong></td>
<td><strong>1 Author</strong></td>
</tr>
<tr>
<td>(Printz, 2012)</td>
<td>(Printz, 2012)</td>
</tr>
<tr>
<td><strong>2 Authors</strong></td>
<td><strong>2 Authors</strong></td>
</tr>
<tr>
<td>(Hunter &amp; Simmons, 2015)</td>
<td>(Hunter &amp; Simmons, 2015)</td>
</tr>
<tr>
<td><strong>3-5 Authors</strong></td>
<td><strong>3 or More Authors</strong></td>
</tr>
<tr>
<td>First time citing, include all authors: (Poole-Wilson, Walsh, O'Rourke, &amp; Fuster, 2013)</td>
<td>(Poole-Wilson et al., 2013)</td>
</tr>
<tr>
<td>Subsequent citing, use et al.: (Poole-Wilson et al., 2013)</td>
<td></td>
</tr>
<tr>
<td><strong>6 or More Authors</strong></td>
<td></td>
</tr>
<tr>
<td>(Cooney et al., 2013)</td>
<td></td>
</tr>
</tbody>
</table>
3. Up to 20 authors in the reference list


5. Citing web pages

Webpages: Italicize the webpage title. Leave out “retrieved from” unless a date of retrieval is needed.


In-Text Citations

Organization as an Author

• Cite the source by its title in the signal phrase or use the first word or two of the title in the parentheses.

• Use quotation marks or italics as appropriate for the source:
  • -Quotation marks for article or book chapter
  • -Italics for book or website
    • “Title of work” … (2012).
    OR
    • … (“First words of title,” 2012).
In-Text Citations

Two or More Works in the Same Parentheses:
*Order the works alphabetically, separated by a semi-colon*

(Smith & Jones, 2014; Williams, 2008)

Authors with the Same Last Name:
*Use initials with last name*


Two or More Works by an Author in the Same Year:
*Use lower-case letters (a, b, c) with the year*

(Cook, 2012a) (Cook, 2012b)
In-Text Citations

Quoting Sources

- Use direct quotes sparingly and only when critical for meaning
- Instead summarize argument or evidence
- Include page number in the in-text citation

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

OR
According to the researcher, “Students often had difficulty using APA style, especially when it was their first time” (Jones, 1998, p. 199).
4. DOIs are formatted as URLs

- Most journal articles and books have a DOI (Digital Object Identifier) assigned to them. This unique link is stable (it doesn’t change over time) and makes retrieving a source easier for readers.
- DOIs are formatted the same as URLs. The label “DOI:” is no longer used.

X doi: 10.1080/02626667.2018.1560449

✓ https://doi.org/10.1080/02626667.2018.1560449
6. Citing ebooks

- For ebooks, the format, platform, or device (e.g. Kindle) is no longer included in the reference.
- The publisher is included in the reference.


### 7. Contributors other than authors

<table>
<thead>
<tr>
<th>Media type</th>
<th>Include as author</th>
</tr>
</thead>
<tbody>
<tr>
<td>Film</td>
<td>Director</td>
</tr>
<tr>
<td>TV series</td>
<td>Executive producer(s)</td>
</tr>
<tr>
<td>Podcast episode</td>
<td>Host of episode</td>
</tr>
<tr>
<td>Webinar</td>
<td>Instructor</td>
</tr>
<tr>
<td>Online streaming video</td>
<td>Person or group who uploaded the video</td>
</tr>
<tr>
<td>Photograph</td>
<td>Photographer</td>
</tr>
</tbody>
</table>
Reference Slide

• Format references exactly as they would appear in a paper
• No bullets
• Hanging indent
• Alphabetize references
• Use more than one slide if needed
• ✓ The word “Reference” is bolded in slide or paper
Examples by Type

• Chapters 9-11 (APA, 2020).
• Most examples of reference citations can be found in this section.
• Sometimes a reference can be tricky to cite correctly and you will not be able to find a good example in the APA manual. So, what do you do?
• **Locate an online resource. There are some great websites listed at the end of this presentation!**
Remember

• APA uses two types of capitalization for titles of works and headings within works
  o Title case – major words capitalized *(Example – Title of Journal or Book)*
  o Sentence Case – most words are lower cases *(Example – title of manuscript or chapter)*

For more information, please refer to pages 167-168 of APA (2020).
EXAMPLES
References

Crediting Authors

• Single Author:
  Last name first, followed by author initials

• Two Authors:
  List by last names and initials; use the ampersand instead of “and”
Crediting Authors

• Three to Twenty Authors:

List by last names and initials; separate with commas; last author name preceded by ampersand; up to 20 authors may be listed.

References

More Than Twenty Authors:

*After the twentieth author's name, use an ellipsis in place of the author names; provide the final author name*

Two or More Works by the Same Author:

*Use the author's name for all entries and list the entries by the year (earliest comes first)*


When an author appears both as a sole author and in another citation as the first author of a group, list sole author entries first

References

• **Two or More Works by the Same Author:**
  
  For references that have the same first author and different second and/or third authors, arrange alphabetically by last name of second author.


References

• Two or More Works by the Same Author in the Same Year:
  Organize sources alphabetically by the title of the article or chapter; assign lower-case letter suffixes to the year


References

Books

Basic Form:
Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Publisher.

Example:

*Publisher name should be what is shown on the work, even if references show different variations of publisher names.*
References

Articles in Periodicals

Basic Form:

Example:
References

Journal Articles in Electronic Sources

• General principles:
  o Include the DOI in the reference if one is assigned
  o If there is no DOI, include the URL (but not for a database)
  o Do not include the name of the database or the phrase “retrieved from”
  o Do not include retrieval dates unless the source material is likely to change over time such as Wikipedia or the UpToDate database. In this case only, use the phrase “retrieved date, from https://xxxx”
References

Journal Articles Online With No DOI

Basic Form:

Title of Periodical, volume number(issue), pages.

http://xxxxx

Include URL only if the article is available online (not including databases)
References

Journal Articles Advance Online Publication


Conference session or presentation:
Presenter, A. A., & Presenter, B. B (2020, September 18-20). Title of contribution [Type of contribution]. Conference Name, Location. https://doi.org/xxxx
References

Dissertation/Theses Online

Doctoral dissertation or master’s thesis retrieved from a database service:

Author, A. A. (year). *Title of dissertation* [Doctoral dissertation, Name of Institution Awarding the Degree]. Database Name or Archive Name. https://xxxxx


Unpublished dissertation or master’s thesis:

Author, A. A. (year). *Title of dissertation or thesis* 
Electronic Sources: Periodicals

Magazine Article:

Newspaper Article:

For magazines and newspapers, include the month or day of publication.
References

Electronic Sources: Press Releases


Electronic Sources: Continued

Unpublished Manuscript:
Author, A. A. (year). *Title of manuscript* [Unpublished manuscript]. Department Name, University Name. [https://xxxx](https://xxxx)

PowerPoint slides or lecture notes:
Canan, E., & Vasilev, J. (2019, May 22). [Lecture notes on resource allocation]. Department of Management Control and Information Systems, University of Chile. [https://uchilefau.academia.edu/ElseZCanan](https://uchilefau.academia.edu/ElseZCanan)

Housand, B. (2016). *Game on! Integrating games and simulations in the classroom* [PowerPoint slides]. SlideShare. [https://www.slideshare.net/brianhousand/game-on-iagc-2016/](https://www.slideshare.net/brianhousand/game-on-iagc-2016/)
A word about citing or using PowerPoints

• DO NOT INTERPOSE OR CUT AND PASTE AN OLD PERSANTATION ONTO A NEW TEMPLATE.

• YOU WILL NEED TO REFORMAT AND ADAPT TO THE NEW TEMPLATE.
Electronic Sources: Film or Video

Film:
Forman, M. (Director). (1975). *One flew over the cuckoo’s nest* [Film]. United Artists.

YouTube or other streaming video:

TED Talk:
References

**Electronic Sources: TV**

**Entire Television Series:**

**Episode or Webisode:**
Electronic Sources: Podcasts

Podcast:

Podcast episode:
Electronic Sources: Timestamps for Audiovisual Materials

A timestamp is like a page number, showing the point at which the quotation begins.

In-Text Citation:
One patient who experienced the effectiveness of cognitive behavioral therapy stated that it was so remarkable for her that “I began to think impossible things, like I could even invite people home” (OCD-UK, 2009, 4:50).

Reference:
References

Electronic Sources: Art (DO YOU HAVE PERMISSION?)

Artist, A. A. (copyright year). Title of work [Painting, Drawing, Sculpture, Photograph, etc.]. https://xxxx

https://www.moma.org/collection/work...%27s+World&with_images=1

Electronic Music

Full Album:


Single Track:


References

Instagram

Instagram Account:

Instagram photo or video:
Twitter Profile

Twitter profile:
APA Style [@APA_Style]. (n.d.). Tweets [Twitter profile].
Twitter. Retrieved November 1, 2019, from
https://twitter.com/APA_Style

Tweet:
APA Education [@APAEducation]. (2018, June 29). College students are forming mental-health clubs-and they’re making a difference @washingtonpost [Thumbnail with link attached] [Tweet]. Twitter. https://twitter.com/apaeducation/status/1012810490530140161
References

Facebook Page

Facebook Page or Note:

Parenthetical Citation: (Smithsonian’s National Zoo and Conservation Biology Institute, n.d.)

Facebook Post:

Parenthetical Citation: (News From Science, 2018).
Blog Post

Parenthetical Citation: (Klymkowsky, 2018).

Comment on an online periodical article or post:
KS in NJ. (2019, January 15). From this article, it sounds like men are figuring something out that women have known forever. I know of many [Comment on the article “How workout buddies can help stave off loneliness”]. The Washington Post. https://wapo.st/2HDTGoJ

Parenthetical Citation: (KS in NJ, 2019).
A personal communication is cited in the body of the paper but not included in the reference list.

The journal has reported a large increase in submissions (M. Knight, personal communication, October 3, 2018)
Retrieving Your References

• Always remember your retrieval information should lead you directly to the referenced item
• Your reference must be publicly accessible
• CORRECT: https://www.ncbi.nlm.nih.gov/pubmedhealth/PMHT0024671/
• INCORRECT: https://eds-b-ebscohost-com.libproxy.usouthal.edu/eds/detail/detail?vid=1&sid=8c030f89-35c7-41b3-8fc7-38d50633d18a%40pdc-v-sessmgr04&bdata=JnNpdGU9ZWRzLWxpdmU%3d#AN=edsdoj.b1a864184dd8425db7604d1c4ba12f6e&db=edsdoj

Only persons with access to USA libraries can access this site.
Did You Know???

• Did you know that not all journals use APA formatting?

• If you retrieve a citation from a journal, you **must** convert it to APA if it is not already in APA style
Did You Know???

• Some libraries provide citation generators through their software?
• As with all citation generators, it is up to YOU to assure the citation is correct
Author Responsibilities

• Producing quality writing is the responsibility of every presenter
• Here are some tips:
  • Use a grammar checker and spellcheck programs to review your work.
  • Rehearse your presentation out loud. You will catch a lot of mistakes this way.
  • Have someone else review your presentation and offer suggestions.
Author Responsibilities

- Additional items to keep in mind:
  - With few exceptions, references should be current within the past five years.
  - Your reference list should always be alphabetized.
  - The APA Manual may not have all the answers.
✓ Updated Guidelines

Inclusive and bias-free language
APA Style

Avoiding Bias

• Respect people’s preferences.
• Call people by the pronouns or other designations they prefer if known.
• Make an effort to determine what is appropriate for your situation; you may need to ask your participants what they prefer.
• Singular “they/their” has become increasingly accepted in many publication venues.
Use singular “they” – Gender Neutral

❌ A researcher’s career depends on how often he is cited.

✓ A researcher’s career depends on how often they are cited.

❌ Each examiner submitted his or her assessment.

✓ Each examiner submitted their assessment.
Be sensitive to labels

✗ The poor
✓ People living in poverty
✗ Transsexuals
✓ Transgender people
Appropriate level of specificity

X Over-65s
✓ People aged 65 to 75

X Asian participants
✓ Vietnamese, Cambodian, and Thai participants
APA Resources


https://apastyle.apa.org/blog?_ga=2.62197292.1040078668.1626631923-1288722601.1626631923


https://guides.himmelfarb.gwu.edu/c.php?g=27779&p=170351

https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_style_introduction.html

Wayne State College. (2021). Citation quicksheets: APA Citation Style Guide - 7th Edition.