

APA Style For English For Academic Purposes

APA Style For English For Academic Purposes

Mary Wuergler



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GETTING STARTED - EXAMPLES AND TEMPLATES

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What is the APA format and citation style and why do we need to use it?

- APA is a format and citation style developed by the American Psychological Association. There are many other format and citation styles such as MLA, Chicago, etc.
- Georgian College uses the APA format and citation style, and your professor may require that you submit your assignments in APA format.

Here are some examples and templates you may use to get started writing your assignment in APA format:

1. Overview of how to format your document in APA style using MS Word: [Perfect APA format L6-8 \[Word File\]](#) (Descriptive text of the document is available in the main chapters of this book).
2. MS Word document you can edit and use to write your assignment: [Template for APA formatted document EAP L5-8 \[Word File\]](#).
3. Eastern Institute of Technology (EIT) offers a [brief guide to APA referencing\[PDF\]](#).

The chapters in this APA Style for EAP book go into more detail and provide clear examples of APA formatting and referencing. We hope you find it helpful.

Attribution

Except where otherwise noted, content for the chapter “[Title Page](#)” in *[APA Style for English for Academic Purposes](#)* was created by Mary Wuergler, licensed under [CC BY-NC-SA 4.0](#).

TITLE PAGE

2 1 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 1

Page number on right side of header
(In MS Word: Insert => Header => Edit Header => Page Number => Alignment Right => Ok)

1

1-inch (2.54 cm) margin
(In MS Word: Layout => Margins => Normal)

Paper size: US Letter 8¹/₂ x 11 NOT A4
(In MS Word: Layout => Size => US Letter)

Title of Your Paper
3 or 4 lines down from the top of the page
Bolded
Capitalize Main Words
Extra blank line above your name
The title should be based on the topic of your paper

Your instructor may also ask for your student number

Your First and Last Name

Program name, school name English for Academic Purposes, Georgian College

Course Code: Course Name => Look in the top left corner of the Blackboard shell of the course you are taking:
Example:

Course Code: Course Name

Instructor's First and Last Name

December 16, 2022 Due date
Write the month in full

Course Name
22S Reading and Vocabulary 7 - 02
(EAPC1703-22S-32104)
Course Code

Centered and double spaced in the top half of the paper.
Font: Times New Roman – 12 point is recommended, but some other fonts are permitted:
<https://apastyle.apa.org/style-grammar-guidelines/paper-format/font>
For more information, see the APA Style Website:
<https://apastyle.apa.org/style-grammar-guidelines/paper-format/title-page>

How to structure an APA Title Page (Text version)

The title page for the APA Style has a 1-inch (2.54cm) margin. You can change the margins in Microsoft Word by clicking Layout, selecting Margins, and then Normal. Your paper size should be US Letter 8 ½ by 11, not A4. You can change the paper size in Microsoft Word by clicking Layout, then Size and select US Letter.

The title page for the APA Style has a page number located at the top right-hand side of the page. To add the numbered header in Microsoft Word click Insert, then Header, Edit Header, Page Number, alignment right, and then select Ok. The page number will be added automatically to each page.

Three to four lines down from the top of the page in size 12 Times New Roman font, centered and double spaced:

- Title of your paper
- Your first and last name
- Program name, school name
- Course code: Course Name
- Instructor's first and last name
- Due date

The title of the paper appears first. The title of your paper should be based on the topic of your paper. It should be bolded and the main words capitalized. There should be an extra blank line after the title above your name.

Your first and last name appears next. Your instructor may also ask for your student number which would also appear in this line.

The program name and school name is listed in the next line, for example: English for Academic Purposes, Georgian College.

The course code and course name appear next in the line after the program and school name. Course code is noted first then it is followed by a colon (:) and the course name. For the course code and course name, look at the top left corner of the Blackboard shell of the course you are taking.

Below the course code, the Instructor's Name is listed following the format First Name then Last Name.

The final line is the date the project is due: month day followed by a (,) and then the year. Be sure to write the month in full.

Font: Times New Roman – 12 point is recommended, but some [other fonts are permitted \[New Tab\]](#).

For more information about title pages, see the [APA Style Website \[New Tab\]](#).

Font: Times New Roman – 12 point is recommended, but some [other fonts are permitted \[New Tab\]](#).

For more information about title pages, see the [APA Style Website \[New Tab\]](#).

[Perfect APA format L6-8 \[Word File\]](#) is a downloadable Word document which includes the image above (page 1).

MS Word document you can edit and use to write your assignment: [Template for APA formatted document EAP L5-8 \[Word File\]](#)

This video explains how to format an APA Style student title page and paper:

Watch the video: [APA Title Page and Paper Format](#) (3 minutes)

Attribution

Except where otherwise noted, content for the chapter “[Title Page](#)” in *[APA Style for English for Academic Purposes](#)* was created by Mary Wuergler, licensed under [CC BY-NC-SA 4.0](#).

BODY OF PAPER

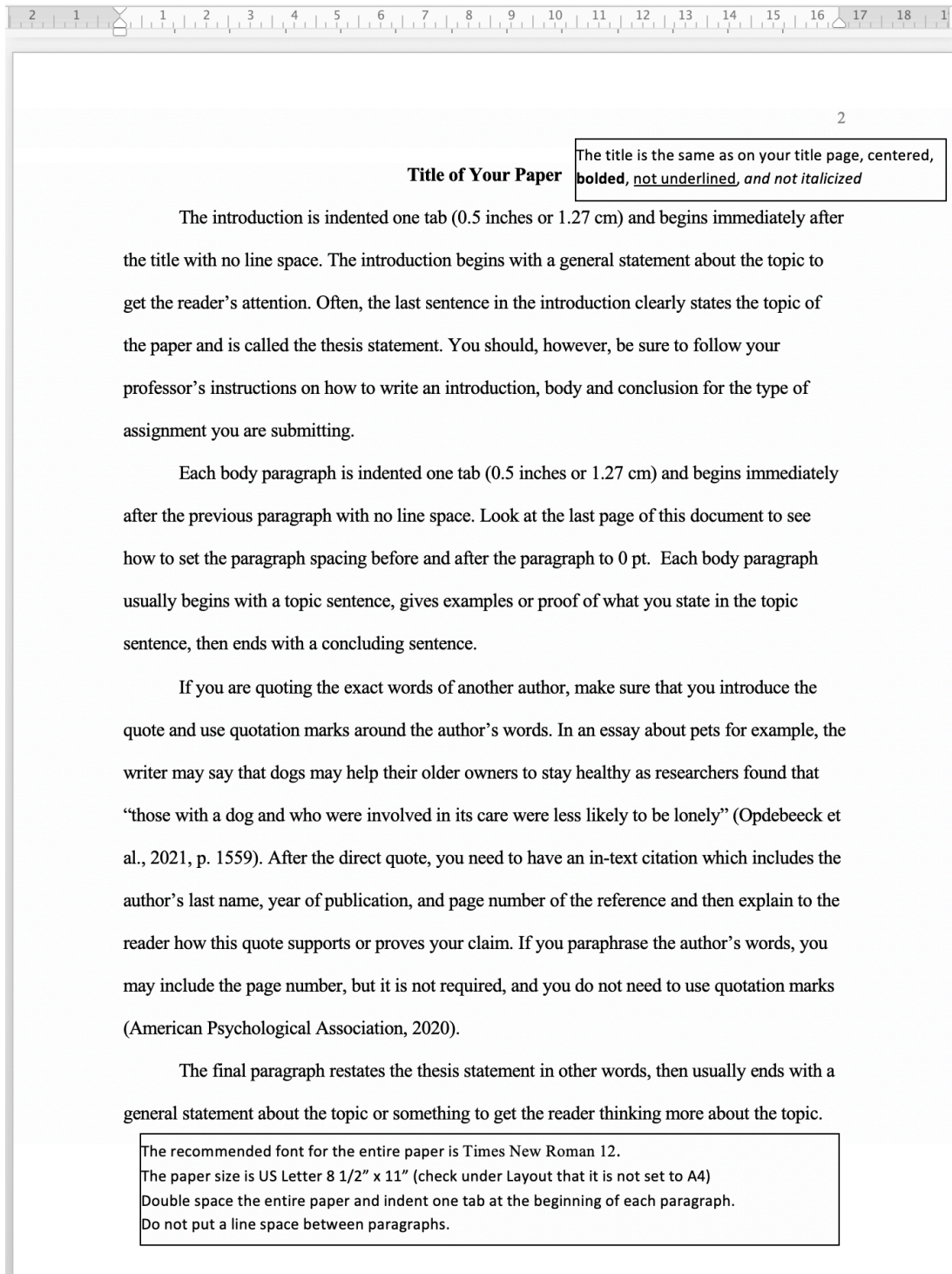


Image of body of APA style paper by Mary Wuergler, licensed under [CC BY-NC 4.0](https://creativecommons.org/licenses/by-nc/4.0/).

How to structure the Body of APA Style Paper (Text version).

The image above shows the perfect APA format for the body of a paper.

After the title page is the beginning of the paper. At the top of the page, the title of your paper appears again. The title is the same as on the title page, centered, bolded, not underlined, and not italicized.

The recommended font for the entire paper is Times New Roman 12. The paper size is US Letter 8 1/2" x 11" (check under Layout that it is not set to A4). Double space the entire paper and indent one tab at the beginning of each paragraph. Do not put a line space between paragraphs.

The introduction is indented one tab (0.5 inches or 1.27 cm) and begins immediately after the title with no line space. The introduction begins with a general statement about the topic to get the reader's attention. Often, the last sentence in the introduction clearly states the topic of the paper and is called the thesis statement. You should, however, be sure to follow your professor's instructions on how to write an introduction, body and conclusion for the type of assignment you are submitting.

Each body paragraph is indented one tab (0.5 inches or 1.27 cm) and begins immediately after the previous paragraph with no line space. Look at the last page of this document to see how to set the paragraph spacing before and after the paragraph to 0 pt. Each body paragraph usually begins with a topic sentence, gives examples or proof of what you state in the topic sentence, then ends with a concluding sentence.

If you are quoting the exact words of another author, make sure that you introduce the quote and use quotation marks around the author's words. In an essay about pets for example, the writer may say that dogs may help their older owners to stay healthy as researchers found that "those with a dog and who were involved in its care were less likely to be lonely" (Opdebeeck et al., 2021, p. 1559). After the direct quote, you need to have an in-text citation which includes the author's last name, year of publication, and page number of the reference and then explain to the reader how this quote supports or proves your claim. If you paraphrase the author's words, you may include the page number, but it is not required, and you do not need to use quotation marks (American Psychological Association, 2020).

The final paragraph restates the thesis statement in other words, then usually ends with a general statement about the topic or something to get the reader thinking more about the topic.

Following the end of the paper on a new page should be your reference list, more on this in the next chapter.

[Perfect APA format L6-8 \[World File\]](#) is a downloadable Word document which includes the image above (page 2).

MS Word document you can edit and use to write your assignment: [Template for APA formatted document EAP L5-8 \[Word File\]](#)

Georgian College's APA Guide has helpful information to help with creating [in-text citations \[New Tab\]](#).

This video explains how to create in-text citations in an APA Style student paper:

Watch the video: [APA In-Text Citations](#) (9 minutes)

In-Text Citations for Paraphrasing & Quoting

What are in-text citations and why do we need to use them?

When you use the words or ideas of another author in your essay, you need to give credit to the other author (this is called ‘citation’). This helps you to avoid plagiarism, and it shows the reader where they can look to find the original source.

There are 2 ways to give credit to another author:

1. in the body of your essay beside the words or ideas of the other author (this is called ‘in-text’ citation), and has only the name of the author(s), the year of publication and the page or paragraph number for a direct quote.
 2. on the last page of your essay – the References page. The full citation for each of the resources you used in your essay are listed on the References page. You can find more information about this in the next chapter.
- TIP: It is usually easier to do your References first, then use them to write your in-text citations.

Table 1: In-text citations by author type including parenthetical and narrative citation examples

Author Type	Parenthetical citation	Narrative citation
One author	(Chopak, 2018)	Chopak (2018)
Two authors	(Hogan & Hiro, 2017)	Hogan and Hiro (2017)
Three or more authors	(Chander et al., 2017)	Chander et al. (2017)
Group author with abbreviation		
First citation	(Alberta Health Services [AHS], 2018)	Alberta Health Services (AHS, 2018)
Subsequent citations	(AHS, 2018)	AHS (2018)
Group author without abbreviation	(NorQuest College, 2019)	NorQuest College (2019)
	... (Gill, 2020a, p. 47).	
Same author, same year	... (Gill, 2020b, p. 58).	Gill ... (2020a). Gill (2020b) also... .

Table Source: This table is modeled on the example provided in the Publication Manual of the American Psychological Association, 7th edition. [Table created & used under Fair Dealing by [NorQuest College Library](#)]

Paraphrasing

Paraphrasing is when you put another person's ideas into your own words. When paraphrasing, you do not have to cite the page number, you name the author and include the publication date but you do not have to cite the page number.

An example of in-text citations that are paraphrased:

Chopak (2018) found that dogs bark to get attention.

OR

Dogs typically bark as a means of seeking attention (Chopak, 2018).

Quotes

Direct quotes should be used sparingly in your papers. There are two types of quotes: short and block (long) quotes.

Short quotes

If your quote is less than 40 words, put it in "quotation marks". In addition to the author(s) name(s) and year of publication, the page number is included if the citation is for a direct quote.

An example of in-text citation using short quotes:

As Milaney et al. (2020) stated, "Women's experiences of homelessness are largely influenced by high rates of adverse childhood experiences and mental health diagnoses" (p. 5).

OR

(Milaney et al., 2020, p. 5).

Block (long) quotes

If your quote is more than 40 words, the complete quote must be indented another 1/2 inch (1.27 cm) from the left margin. The paragraph will be double-spaced with the page number in parentheses after the final punctuation of the paragraph. There is no punctuation after the parentheses. Block quotes do not have quotation marks, unless there is a quotation within the block quote itself.

An example of a block quote:

Many famous persons have commented on the process of lifelong learning. Krishnamurti (1981) noted the following:

There is no end to education. It is not that you read a book, pass an examination, and finish with education. The whole of life, from the moment you are born to the moment you die, is a process of learning. (p. 57).

Videos

If a direct quote is from audiovisual material, cite the screen name/author, publish date, and timestamp.

An example of how to cite a direct quote from an audiovisual work:

(16x9onglobal, 2016, 2:09)

Sources with no page numbers (e.g. websites)

If a direct quote is from online material without pagination then do one of the following:

- Cite the paragraph number if there is one: (Healing Lodges, 2013, para. 4).
- Cite the heading or section and number of the paragraph: (Johnson, 2020, Social Penalty section, para. 3).
- Cite the chapter: (Bailey, 2021, Chapter 14).
- If the heading is very long, use a shortened heading title in quotation marks: (Federal Accessibility Legislation Alliance, n.d., “How would organizations” section).

Editing Quotes

You can make the following changes without an explanation:

- first letter of the first word in a quotation to upper or lowercase.
- punctuation at the end of a sentence in order to make it grammatically correct.
- single quotation marks to double and vice versa.

- signals to footnotes or endnotes can be removed.

Omitting words

Three ellipsis points (. . .) may be used to indicate that you have omitted words from the original quotation.

Original Sentence:

“Qualitative research tries to gain in-depth understanding of life *as it unfolds* in a natural setting without manipulating it” (Davies & Logan, 2012, p. 9).

Example:

Qualitative research is a type of research “to gain in-depth understanding of life . . . in a natural setting without manipulating it” (Davies & Logan, 2012, p. 9).

Omitting words between two sentences

Use a **period and 3 points (. ...)** if the omission is between two sentence:

Original Sentence:

“Please note that using a structured questionnaire with a few open-ended items for the participants to state their views and opinions is not “qualitative” research. *Although the researcher will use a simplified content coding process similar to methods used in qualitative research, the overall spirit of the study is an attempt to quantify,* and thus is considered a quantitative and not a qualitative study.”

Example (using a period and three spaced ellipsis points):

Davies and Logan (2012) stated that “using a structured questionnaire with a few open-ended items for the participants to state their views and opinions is not “qualitative” research”. ... and thus is considered a quantitative and not a qualitative study” (p. 18).

Additions/corrections to quotes

Use square brackets [] to insert an addition or explanation to give a quote context or make it grammatically correct (e.g. capital letter):

Example 1 showing how to correct grammar:

Original sentence: There were over a hundred cat staying at the local shelter.

Example (with correct grammar): There were over a hundred cat[s] staying at the local shelter.

Example 2 showing how to add an explanation:

Original sentence: “Its members are 22 years old or younger, so it’s too soon to tell how Gen Z will fare in the nursing workplace” (College of Licensed Practical Nurses of Alberta, 2018, p. 13).

Example (with explanation): “Its members are 22 years old or younger, so it’s too soon to tell how Gen Z [born between mid-1990s to mid-2000s] will fare in the nursing workplace” (College of Licensed Practical Nurses of Alberta, 2018, p. 13).

Attribution

Except where otherwise noted, this chapter is adapted from “[In-Text Citations](#)” In *APA 7th edition* by NorQuest College Library, licensed under [CC BY-NC-4.0](#). Retrieved August 9, 2022.

Adaptations include:

- The removal of the following sections: indirect quotes, citing images, tables, personal communications, classical works, Indigenous Elders & Knowledge Keepers, paraphrasing (two authors, three or more authors, organization as author, organization known by abbreviation, wo or more sources), and reprinted materials.
- The addition of body of APA style paper image and [Perfect APA format L6-8 \[Word File\]](#) document created by Mary Wuerbler, licensed under [CC-BY-NC 4.0](#).
- The addition of APA in-text citations Video.

References

American Psychological Association. (2020). *Publication manual of the American Psychological Association: The official style guide to APA style* (7th ed). American Psychological Association.

REFERENCE PAGE

The image shows a Microsoft Word document titled "References" on page 3. The document contains two references with annotations:

References


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

Opdebeeck, C., Katsaris, M. A., Martyr, A., Lamont, R. A., Pickett, J. A., Rippon, I., Thom, J. M., Victor, C., & Clare, L. (2021). What are the benefits of pet ownership and care among people with mild-to-moderate dementia? Findings from the IDEAL programme. *Journal of Applied Gerontology*, 40(11), 1559-1567. <https://doi.org/10.1177/0733464820962619>

Annotations include:

- A box pointing to the heading "References" with the text: "Use the singular heading **Reference** if you have only one reference."
- A box pointing to the DOI in the first reference with the text: "Give the DOI if available, not the URL."

Below the references is a box titled "For your reference page:" containing a list of instructions:

- Every source you have an in-text citation for should also be listed on the reference page.
- If there is more than one author, do not change the order in which the authors' names are listed in the source.
- Put the references in alphabetical order using the last name of the first author listed or by the organization name if the organization is the author.
- Use a hanging indent so that author's name is further left than the rest of the citation.
-  In MS Word click the line and spacing icon then choose hanging indent

Below this is another box titled "For your whole document: from the Line and Paragraph spacing icon" containing a list of instructions:

- Set the alignment to "Left" not justified.
- Select double spacing
- Set the spacing Before and After a paragraph to 0 pt.

At the bottom is a screenshot of the "Paragraph" dialog box, "Indents and Spacing" tab. The settings are:

- Alignment: Left
- Outline Level: Body Text
- Indentation: Left: 0 cm, Right: 0 cm, Special: Hanging, By: 1.27 cm
- Spacing: Before: 0 pt, After: 0 pt, Line spacing: Double, At: []

Arrows from the text boxes point to these specific settings in the dialog box.

How to structure APA reference list (7th edition).

At the top of the reference page, use the heading **References**; this should be bolded and centered. If you only have one reference listed, then use the singular heading **Reference**.

Your reference page should do the following:

- Every source you have an in-text citation for should also be listed on the reference page.
- If there is more than one author, do not change the order in which the authors' names are listed in the source (see below for information on how to reference and cite multiple authors).
- Put the references in alphabetical order using the last name of the first author listed or by the organization name if the organization is the author.
- Use a hanging indent so that author's name is further left than the rest of the citation.
- When creating references, use the [digital object identifier \[New Tab\]](#) (doi) if provided. If there is no doi, use the URL link.

In Microsoft Word, click the line and paragraph spacing icon and then select Line spacing options. In the options available ensure that:

- The alignment of the document is set to "Left" not justified.
- Under spacing options the line spacing is set to double – not single.
- Set the spacing for Before and After a paragraph to 0 pt.

Example references:

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

Opdebeeck, C., Katsaris, M. A., Martyr, A., Lamont, R. A., Pickett, J. A., Rippon, I., Thom, J. M., Victor, C., & Clare, L. (2021). What are the benefits of pet ownership and care among people with mild-to-moderate dementia? Findings from the IDEAL programme. *Journal of Applied Gerontology*, *40*(11), 1559-1567. <https://doi.org/10.1177/0733464820962619>

[Perfect APA format L6-8 {Word File}](#) is a downloadable Word document which includes the image above (page 3).

MS Word document you can edit and use to write your assignment: [Template for APA formatted document EAP L5-8 \[Word File\]](#)

For more information about what a DOI is, take a look at the [International DOI Foundation \[New Tab\]](#) website.

For quick reference, Eastern Institute of Technology (EIT) offers a [brief guide to APA referencing \[PDF\]](#).

Georgian College's APA Guide has helpful information to help with writing a [reference list \[New Tab\]](#).

This video explains how to create references in an APA Style student paper:

Watch the video: [APA References](#) (10 minutes)

Reference information:

- If a resource does not have a date include: (n.d.), where the date should go.
- When listing an author use the author(s)' last name and initials only.
- If there is no author, cite the title first, then the date.
- For books, ebooks and newspapers use **p.** for a single page, and **pp.** for succession of pages, e.g.: pp. 312-322.
- For journal and magazine articles use only the **number(s) of pages**, e.g.: 223-475.
- Take a look at [Missing Reference Information \[New Tab\]](#) on the APA Style website for what to do when you are missing information such as a title, author, or date.

Journal Articles

Journal article with a DOI

- Include DOI after periodical information starting with <https://doi.org/>.....

Journal article with a DOI follows the format:

Author, A. A. (yyyy). Title of article: Subtitle if there is one. *Title of Journal in Italics: Subtitle of Journal, volume(issue), xx-xx.* <https://doi.org/10.>

Example of a Journal article with a DOI:

Kuder, S. J., & Accardo, A. (2018). What works for college students with Autism Spectrum Disorder. *Journal of Autism & Developmental Disorders*, 48(3), 722–731. <https://doi.org/10.1007/s10803-017-3434-4>

Journal article with no DOI

Journal article with no DOI follows the format:

Author, A. A. (yyyy). Title of article: Subtitle if there is one. *Title of Journal in Italics: Subtitle of Journal*, volume(issue), xx-xx.

Example of a Journal article with no DOI:

Seon, J., Prock, K. A., Bishop, J. D., Hughes, A. K., Woodward, A. T., & MacLean, M. (2019). Formal and informal social support and academic achievement among college students with unstable childhood experiences. *Child Welfare*, 97(1), 21–43.

Journal article with up to 20 authors

- List each author using Surname, A. A. format.

Journal article with up to 20 authors follows the format:

Surname, A., Surname, B., Surname, C., & Surname, D. (Year). Title of article: Subtitle if there is one. *Title of Journal in Italics: Subtitle of Journal*, volume(issue), xx-xx. <https://doi.org/10>.

Example of a Journal article with up to 20 authors:

Manigault, A. W., Woody, A., Zoccola, P. M., & Dickerson, S. S. (2018). Education is associated with the magnitude of cortisol responses to psychosocial stress in college students. *International Journal of Behavioral Medicine*, 25(5), 532–539. <https://doi.org/10.1007/s12529-018-9727-y>

Webpages

Webpage with known author

Webpage with a known author follows the format:

Author, A. (Year). *Title of webpage in italics*. Site Name. URL

Example of a website with a known author:

Smith, M., & Robinson, L., & Segal, J. (2019). *Depression symptoms and warning signs*. HelpGuide. <https://www.helpguide.org/articles/depression/depression-symptoms-and-warning-signs.htm>

Webpage with an unknown author

Webpage with an unknown author follows the format:

Name of Group. (Date). *Title of webpage in italics*. URL

Example of a webpage with an unknown author:

Mayo Clinic. (n.d.) *Depression (major depressive disorder)*. <https://www.mayoclinic.org/diseases-conditions/depression/symptoms-causes/syc-20356007>

Webpage of an association

- When using multiple pages from the same site, each page has a separate reference.

Webpage of an association follows the format:

Name of Association. (Date). *Title of webpage in italics*. URL

Example of a Webpage of an association:

Website with publication date:

Zero to Three. (2016, February 25). *Learning to write & draw*. <https://www.zerotothree.org/resources/305-learning-to-write-and-draw>

Website with no publication date:

Federal Accessibility Legislation Alliance. (n.d.). *Accessible Canada Act in plain language*. <https://www.include-me.ca/federal-accessibility-legislation-alliance/resource/accessible-canada-act-plain-language>

Webpage with retrieval date

- Retrieval information is included only if information may be updated or modified, such as census or population data.

Webpage with retrieval date follows the format:

Name of association. (Date). *Title of webpage in italics*. Retrieved Month Day, Year, from URL

Example of a webpage with a retrieval date:

Worldometer. (n.d.). *Countries in the world by population*. Retrieved January 26, 2020, from <https://www.worldometers.info/world-population/population-by-country/>

Videos & Film

Films

Films follow the format:

Director, D. (Director). (Year). *Title of film in italics* [Film]. Production Company.

Example of a film:

Wright, J. (Director). (2013). *The soloist* [Film]. Dreamworks.

YouTube or streaming video

YouTube or streaming video follows the format:

Author, A. (Year, Month Day). Title of video in italics [Format]. Platform. URL

Example of Online film:

Obomsawin, A. (2014). *Trick or treaty?* [Film]. National Film Board of Canada. https://nfb.ca/film/trick_or_treaty/

Examples of YouTube videos:

Henry, M. (2013, June 12). *How cancer spreads (Metastasis)* [Video]. YouTube. https://www.youtube.com/watch?v=Tc1CO9D_kMs

National Cancer Institute. (2017, February 17). *Metastasis: How cancer spreads* [Video]. YouTube. https://www.youtube.com/watch?v=fQwar_-QdiQ

Example of TED Talk from TED Talk website:

Urban, T. (2016, February). *Inside the mind of a master procrastinator* [Video]. TED 2016 Conference. https://www.ted.com/talks/tim_urban_inside_the_mind_of_a_master_procrastinator/up-next

Example of TED Talk from YouTube:

TED. (2016, April 6). *Tim Urban: Inside the mind of a master procrastinator* [Video]. YouTube. <https://www.youtube.com/watch?v=arj7oStGLkU>

Social Media

Take a look at the APA style website for information on [how to reference and cite social media posts \[New Tab\]](#) (Facebook, LinkedIn, Twitter, etcetera).

Books

- Books & ebooks are referenced in the same manner unless an ebook has a DOI.

ebook with DOI

ebook with DOI follows the format:

Surname, A. A. (Year). *Title in italics: Subtitle if there is one*. Publisher name. <https://doi.org/10.xxxxxxx>

Example of an ebook with DOI:

Toki, V. (2018). *Indigenous courts, self-determination and criminal justice*. Routledge. <https://doi.org/10.4324/9781351239622>

Book with one author

Book with one author follows the format:

Surname, A. A. (Year Published). *Title of books in italics: Subtitle*. Publisher.

Example of a book with one author:

Balzer-Riley, J. W. (2012). *Communication in nursing*. Elsevier/Mosby.

Book with up to 20 authors

- Include all authors/editors

Book with up to 20 authors follows the format:

Surname, A.A., Surname, B.B., Surname, C.C., Surname, D.D., & Surname, E.E. (Year of Publication). *Title of books in italics: Subtitle*. Publisher.

Example of a book with up to 20 authors:

Doenges, M. E., Moorhouse, M. F., & Murr, A. C. (2015). *Nurse's pocket guide: Diagnoses, prioritized interventions, and rationales* (3rd ed.). F.A. Davis.

Book with more than 20 authors

- Include the first 19 authors, use ... , and then the last author on the list.

Book with more than 20 authors follows the format:

Surname, A., Surname, B., Surname, C., Surname, D., Surname, E., Surname, F., Surname, G., Surname, H., Surname, I., Surname, J., Surname, K., Surname, L., Surname, M., Surname, N., Surname, O., Surname,

P., Surname, Q., Surname, R., Surname, S., ... Surname, Z. (Year). *Title of the book in italics: Subtitle if there is one.* Publisher.

Book with no author

Book with no author follows the format:

Title in italics: Subtitle if there is one (xx ed.). (Year). Publisher.

Example of a book with no author:

Mosby's dictionary of medicine, nursing & health professions (10th ed.). (2017). Elsevier.

Edited book

- List up to 20 editors, acknowledge their role with (Eds.). If there are more than 20 editors: list first 19, use ... , final editor, and then (Eds.)

Edited book follows the format:

Surname, A.A., Surname, B.B., Surname, C.C., Surname, D.D. & Surname, E.E. (Eds.). (Year of Publication). *Title of books in italics: Subtitle if there is one* (Edition). Publisher.

Example of an edited book:

Potter, P. A., Perry, A. G., Stockert, P. A., Hall, A. M., Astle, B. J., & Duggleby, W. (Eds.). (2019). *Canadian fundamentals of nursing* (9th ed.). Mosby/Elsevier Canada.

Book with editor(s) and author(s)

- Include Author information as Author, A. A. (Surname, Initials) and Editor information as B. B. Editor (Initials, Surname):

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Author, A. A. (Year). *Title in italics: Subtitle if there is one.* A. Editor (Ed.). Publisher.

Example of a book with editor(s) and author(s):

Graff, G. (2015). *“They say/I say”: Moves that matter in academic writing, with readings*. C. Birkenstein & R. K. Russell (Eds.). W. W. Norton & Company.

Chapter, article, essay, story, or poem in a collection or edited book

- Author name written in Surname, A. format. Editor information in A. Surname format.

A chapter or article from a book format:

Author, A., Author, B., & Author, C. (Year). Title of chapter. In E.E. Editor & F.F. Editor (Eds.), *Title of book in italics* (x ed., pp. x-xx). Publisher Name.

Example of a chapter from a book:

McCance, K. L., Grey, T. C., & Rodway, G. (2014). Altered cellular and tissue biology. In K. L. McCance, S. E. Huether, V. L. Brashers, & N. S. Rote (Eds.), *Pathophysiology: The biologic basis for disease in adults and children* (7th ed., pp. 49-102). Mosby Elsevier.

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