FAQs on APA

Who uses it APA Style and what is it?
Developed by the American Psychological Association, APA Style is a formatting and referencing system that is now widely used across the Social Sciences. It follows the Harvard approach of double referencing, using:

- brief references each time a source is mentioned or used in-text
- matching, fuller descriptions of each source, placed end-of-text.

This leaflet contains examples of APA style for both in-text and end-of-text referencing.

So what is the Harvard approach to referencing?
In the Harvard approach, a short reference, surname and date, is placed in the body of the essay each time a source is drawn upon. Source page numbers are often also included. This source reference is placed within parentheses (brackets) - hence the other common term, parenthetical referencing.

Why is Harvard referencing so-called?
The first use of parenthetical referencing is traditionally attributed to a work published in 1881 by a certain Professor Edward Laurens Mark of Harvard University. See picture inside this leaflet.

How is the final list organised, and what should go in it?
The list is organised alphabetically by author surname. Any source mentioned in your text must be listed in your alphabetical list – and vice versa, all sources you use must be mentioned not only in the alphabetical list, but also each time you draw on it in your essay.

So I must list all my sources and nothing but my sources?
Yes, follow that principle and you can't go wrong i.e. be sure to acknowledge all your sources at the point of (each) use in your text. Be sure not to list any references at the end of your work which are not mentioned in your text.

So is APA style suitable for my all course work assignments?
You need to take care on selection of a reference style. Different academic disciplines and departments use different referencing styles. That is why many Essex Departments provide very full and detailed guidance on how to reference for each of their modules. So be sure to look through the relevant handbooks to find out what system you should use for each piece of your Essex course work.

This leaflet shows layout for only common types of sources – where can I find a full APA Style Guide?
The official site, www.apastyle.org provides more examples. Essex Sloman Library contains a copy of the full APA Style guide.

Examples of quotation layout

Short quotation: integrated into your own text

Researching the presence of modern behaviour, Henshilwood & Marean (2003) point out that indicative criteria are often "context-specific to the richer European record" and therefore, in their opinion, "of limited value" (p.627).

Full end-of-text reference:

Longer quotation: use indented paragraph(s) to distinguish from your own text

In the debate over when behavioural modernity emerged, McBrearty and Brooks (2000) provide a comprehensive list of behaviours once considered diagnostic of the European Upper Palaeolithic but which have been now been identified as first occurring in the earlier African Middle Palaeolithic:

These features include blade and microbladestone technology, bone tools, increased geographic range, specialized hunting, the use of aquatic resources, long distance trade, systematic processing and use of pigment, and art and decoration. (p.453)

The important point here is that identification of such systematic behaviour earlier in the archaeological record not only resolves the discrepancy between the emergence of modern morphology and behaviour, but also adds weight to the continuity hypothesis.

Full end-of-text reference:

Essex Referencing Quick Guides

- APA Style
- Chicago
- MLA
- OSCOLA
- IEEE

Essex University Talent Development Centre
Reference List


Example of an alphabetical list of references in APA Style

References list


Examples of in-text references in APA Style

First names or initials are not needed for in-text reference.

… Brumm & Moore (2005, p.157) suggest that all cases of …

Source page numbers are important. Always record page details when taking notes while reading. (2005, p.157) can be written as (2005: 157)

…Brumm & Moore also suggest that current assessment criteria need to be reviewed (2005, p.157).

‘Top and tailing’ - using reference details each side of the reference – makes quite clear the start and end of the citation.

…several studies propose that a number of artefacts are indicative of modern behaviour (McBrearty & Brooks, 2000, p.453; Henshilwood & Marean, 2003, p.627).

‘End-position only’ citation – needs to be used with caution. The start and end of the reference must be clear. Here, the phrase ‘several studies propose,’ indicates the beginning.

… according to Clark and Lindly (as cited in Henshilwood & Marean, 2003, p.627), the characteristics …

‘Secondary source’ citation needs to refer to both sources – here Clark and Lindly’s ideas were not sourced from an original article, but from one written by Henshilwood and Marean.

… The National Renewable Energy Laboratory in a 2008 report provides statistics on …

No author given on your source? Then use information such as the name of the organisation instead.

…. a recent public information leaflet entitled ‘Important information about swine flu’ (n.d.) seeks to reassure its readers about….

Some printed material such as information leaflets are undated. Use the abbreviation n.d. to indicate this.

… Gibbs, Collard & Wood (2000, p.13) use several examples for this use of … Gibbs et al. also provide … (p.45).

Source co-authored? For two co-authors - cite both each time. For more than two co-authors - cite all first time, then use ‘et al.’ for subsequent references. ‘et al.’ is derived from the Latin phrase for ‘and others’

Photo gallery image from NCEAS website: An Informal History of Evolutionary Biology

Harvard Professor Edward Laurens Mark, author of the 1st article to use parenthetic referencing.