TISHK International University

FASE | Accounting, Banking & Finance & IRD Departments
ACC 153/IRD 155 - **Academic Research and Writing**

Chapter 7B:

Referencing: APA Style

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Instructor:

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Referencing: APA (American Psychological Association) Style

- Referencing means acknowledging the sources you have used in your writing.

- Including references helps you support your claims and ensures that you avoid **plagiarism**.

- There are many referencing styles, such as Harvard, Vancouver, APA, MLA, MHRA, OSCOLO, but they usually consist of two things:

- A **citation** wherever you refer to a source in your text.

- A **reference list or bibliography** at the end, listing full details of all your sources.

Note:

APA is used at the Faculty of Administrative Sciences and Economics, Tishk International University.

Cont.

APA referencing, used in the social and behavioural sciences, uses author–date in-text citations corresponding to an alphabetical reference list at the end.

In-text citation	Sources should always be cited properly (Pears & Shields, 2019).
Reference list	Pears, R., & Shields, G. (2019). *Cite them right: The essential referencing guide* (11th ed.). London, England: MacMillan.

Cont.

- The in-text citation could also start with the scholars above. For example, Pears & Shields (2019) argued that sources should be acknowledged regularly.

- APA Style is widely used by students, researchers, and professionals in the social and behavioral sciences. The Scribbr APA Reference Generator automatically generates accurate references and in-text citations for free.

- This citation guide outlines the most important citation guidelines from the **7th edition** APA Publication Manual (2020). Scribbr also offers free guides for the older APA 6th edition, MLA Style, and Chicago Style.

APA In-text Citations: The Basics

- In-text citations are brief references in the running text that direct readers to the reference entry at the end of the paper. You include them every time you quote or paraphrase someone else's ideas or words.

- An APA in-text citation consists of the author's last name and the year of publication (also known as the author-date system). If you're citing a specific part of a source, you should also include a locator such as a page number or timestamp. For example: (Smith, 2020, p. 170).

Parenthetical vs. Narrative Citation

- The in-text citation can take two forms: parenthetical and narrative. Both types are generated automatically when citing a source with Scribbr's APA Citation Generator.

- **Parenthetical citation:** According to new research … (Smith, 2020).

- **Narrative citation:** Smith (2020) notes that …

Multiple Authors and Corporate Authors

- The in-text citation changes slightly when a source has multiple authors or an organization as an author. Pay attention to punctuation and the use of the ampersand (&) symbol.

Author type	Parenthetical citation	Narrative citation
One author	(Smith, 2020)	Smith (2020)
Two authors	(Smith & Jones, 2020)	Smith and Jones (2020)
Three or more authors	(Smith et al., 2020)	Smith et al. (2020)
Organization	(Scribbr, 2020)	Scribbr (2020)

Missing Information

- When the author, publication date or locator is unknown, take the steps outlined below.

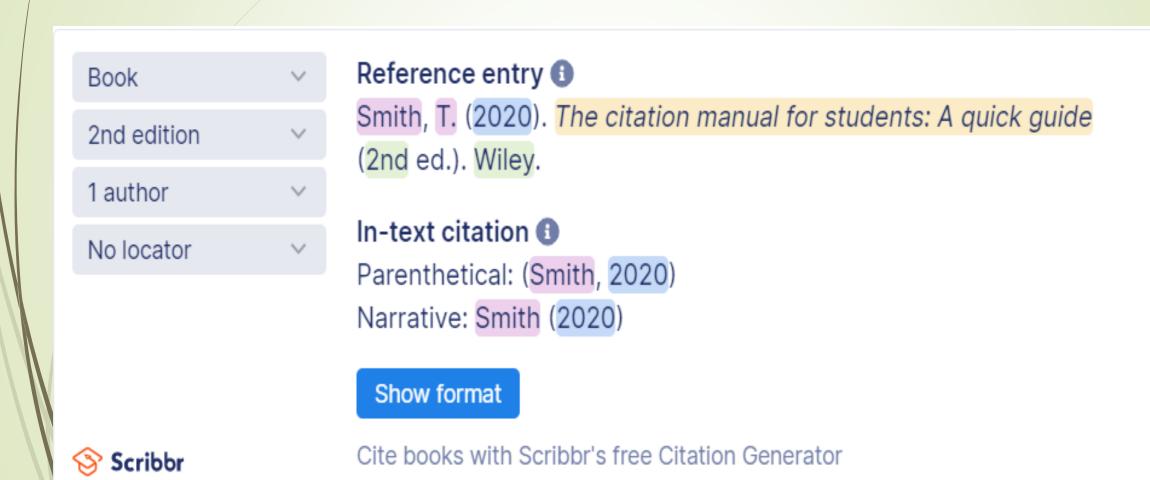| Missing element	What to do	Parenthetical citation
Author	Use the source title.*	(*Source Title*, 2020)
Date	Write "n.d." for "no date".	(Smith, n.d.)
Page number	Either use an alternative locator or omit the page number.	(Smith, 2020, Chapter 3) or (Smith, 2020)

*Format the title in the same way as in the corresponding reference entry (either italicized or, if the title in the reference entry is not italicized, placed in quotation marks). Use title case capitalization.

APA References: The basics

- APA references generally include information about the author, publication date, title, and source. Depending on the type of source, you may have to include extra information that helps your reader locate the source.

- **Reference examples**

- Citing a source starts with choosing the correct reference format. Use Scribbr's Citation Example Generator to learn more about the format for the most common source types. Pay close attention to punctuation, capitalization, and italicization.

Cont.

Book ⌄

2nd edition ⌄

1 author ⌄

No locator ⌄

Reference entry ⓘ
Smith, T. (2020). *The citation manual for students: A quick guide* (2nd ed.). Wiley.

In-text citation ⓘ
Parenthetical: (Smith, 2020)
Narrative: Smith (2020)

[Show format]

Cite books with Scribbr's free Citation Generator

Scribbr

Missing information

- It is not uncommon for certain information to be unknown or missing, especially with sources found online. In these cases, the reference is slightly adjusted.

Missing element	What to do	Reference format
Author	Start the reference entry with the source title.	Title. (Date). Source.
Date	Write "n.d." for "no date".	Author. (n.d.). Title. Source.
Title	Describe the work in square brackets.	Author. (Date). [Description]. Source.

How to Avoid Plagiarism | Tips on Citing Sources

- Plagiarism means using someone else's words or ideas without properly crediting the original author. Sometimes plagiarism involves deliberately stealing someone's work, but more often it happens accidentally, through carelessness or forgetfulness.

- When you write an academic paper, you build upon the work of others and use various credible sources for information and evidence. To avoid plagiarism, you need to correctly incorporate these sources into your text.

Cont.

- Plagiarism can become an issue at various stages of the writing process. You can avoid plagiarism by:

- Keeping track of the **sources** you consult in your research

- **Paraphrasing or quoting** from your sources (and adding your own ideas)

- Crediting the original author in an in-text **citation** and in your reference list

- Using a **plagiarism checker or Turnitin** before you submit

- Even accidental plagiarism can have serious consequences, so take care with how you integrate sources into your writing.

Thank You!