

An Example of APA Formatting

Your Name

West Shore Community College

Abstract

An abstract is a brief, comprehensive summary of the contents of the article; it allows readers to survey the contents of an article quickly, and, like a title, it enables persons interested in the document to retrieve it from abstracting and indexing databases. Most scholarly journals require an abstract, but your professor may not require one. Word limits typically range from 150 to 250 words.

Title of Your Paper

This begins the introduction of your essay. Notice how the paragraph is indented a half inch from the left margin. All of your paragraphs should be indented, except for the abstract and blocked quotes.

First we are going to focus on examples of in-text citations. “Ohio is the whole nation in miniature,” write Alex Altman and Michael Scherer (2012). “The northeast is a Democratic stronghold, home to Cleveland, Akron, and Youngstown” (p. 26). Because I included the names of the authors in the text of my sentence, I did not have to list their names in the citation. You should keep the author and year together, which is why 2012 is in parentheses after the authors’ names and the page number is listed after the quote.

You should not start a paragraph with a quotation unless it flows well with the previous paragraph, because quotes require explanation. For example, I would not start a paragraph by saying “the average health care cost per employee in Chicago rose 5.7 percent to a cost of \$10,616 this year, including employer and employee contributions, but excluding employee co-pays” (Sun-Times Media, 2012, para. 5) without an introduction for that quote.

If you have a quote that is more than four lines or forty words long, you should block the quote. This means setting it off from the rest of your text by beginning it on a new line and indenting the whole paragraph a half inch on the left side. For example, in his book *Grow*, Jim Stengel suggests:

You might find it useful, as I do, to think of the fields as different types of soil that are advantageous for different types of ideals. There’s no hierarchy among the ideals fields. Equally valuable things take root and grow in all of them. And these fields are not

mutually exclusive; they can overlap. The possible overlap of two or more of the five areas represents a powerful strategic tool. (2012, p. 41)

Note that in this example, no quotations are used and the citation (the year and page number) comes after the period at the end of the sentence.

If you are not quoting your source directly, but working it into your paper using your own words, this is called paraphrasing. Here is an example of a paraphrased statement: Companies like Dart Container Corp. have found ways to recycle foam from school lunch trays and movie sets (Smith-Teutsch, 2011). This citation does not include a page number because only direct quotes require page numbers. Websites do not have page numbers, so when you are quoting them directly, use paragraph numbers instead.

If you retrieve articles from a database, they sometimes have DOIs, or Digital Object Identifiers; if your article has one, be sure to include it after the period at the end of your citation; an example of a citation with a DOI can be found on the next page. You will notice that citations from periodicals include the year, month, and day of publication, and citations from books only include the year.

For additional assistance with APA formatting, check out the Purdue OWL website (<https://owl.english.purdue.edu/owl/resource/560/01/>) and the APA Style Blog (<http://blog.apastyle.org/>). You can also use free online citation makers like KnightCite (<http://www.calvin.edu/library/knightcite/index.php>), just make sure you are using APA style and check for errors.

References

Altman, A. & Scherer, M. (2012, November 5). Town and country. *Time*, 180(19), 24-28.

American Academy of Orthopaedic Surgeons. (2009). Carpal tunnel syndrome. *OrthoInfo*.

Retrieved from <http://orthoinfo.aaos.org/topic.cfm?topic=a00005>

Baveja, S. M., & Dalal, P. J. (2012). Awareness of the Revised National Tuberculosis Control Programme and attitude to tuberculosis patients amongst medical undergraduates.

Journal Of Academy Of Medical Sciences, 2(2), 68-72. doi:10.4103/2249-4855.118663

Orthopedic also orthopaedic. (2012). In *Merriam-Webster's Collegiate Dictionary*. Retrieved

from <https://westshore.edu:443/authentication.html?login=1382961268025http>

%3A%2F%2Fsearch.credreference.com%2Fcontent%2Fentry%2Fmwcollegiate%2Fort
hopedic_also_orthopaedic%2F0

Smith-Teutsch, A. (2011, February 21). Going Hollywood. *Waste & Recycling News*, 16(21), 29.

Stengel, J. (2011). *Grow: How ideals power growth and profit at the world's greatest companies*. New York, NY: Crown Business.

Sun-Times Media. (2012, October 5). Health care costs to rise 9% in '13. *Oak Leaves*. Retrieved from <http://oakpark.suntimes.com/business/15561673-420/health-care-costs-to-rise-9-in-13.html>

Need more help? Email rsnodgrass@westshore.edu, call (231) 843-5529, or visit the library!

