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## CITATION STYLE FOR REFERENCE LIST

The APA (American Psychological Association) reference style is used which includes the following categories : periodicals, books, brochures, book chapters, technical and research reports, proceedings of meetings and symposia, doctoral dissertations and masters theses, unpublished work, reviews, audiovisual media, and electronic media.

A reference list cites works that specifically support a particular article. The reference list must be **one and half spaced**, and entries should start with a paragraph indent; entries will then be typeset with hanging indents.

Accepted abbreviations in the reference list for parts of books and other publication are:

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| DESCRIPTION | ABBREVIATION |
| Chapter | Chap. |
| Edition | Ed. |
| Revised edition | Rev. ed. |
| Second edition | 2nd ed. |
| Editor (Editors) | Ed. (Eds.) |
| Translator(s) | Trans. |
| no date | n.d. |
| Page (pages) | p. (pp.) |
| Volume (as in Vol. 4) | Vol. |
| Volumes(as in 4 vols) | Vols. |
| Number | No. |
| Part | Pt.  |
| Technical Report | Tech. Rep. |
| Supplement | Suppl. |

Order of reference in the reference list

### Alphabetizing names

Arrange entries in alphabetical order the surname of the first author, using the following rules for special cases:

* Alphabetize letter by letter
* Alphabetize the prefixes M’, Mc, and Mac literally, not as if they were all spelled Mac
* Surnames that use articles and prepostions (de, la, du, von, etc.) are alphabetized according to different rules for different languages
* Alphabetize entries with numerals as if the numerals were spelled out

### Order of several works by the same first author

Use the following rules to arrange the entries:

* Single author entries by the same author are arranged by year of publication, the earliest first

Kim, K. S. (1991)

Kim, K. S. (1994)

* Single author entries precede multiple author entries

Kaufman, J. R. (1991)

Kaufman, J. R., and Wong, D. F. (1989)

* References with the same first author and different second or third authors

Kaufman, J. R., Jones, K., and Cochran, D. F. (1982)

Kaufman, J. R., and Jones, K. (1980)

* References with the same surname are arranged alphabetically by the first initial

Eliot, A. C. (1983)

Eliot, G. R. (1980)

* References by the same author (or by the same two or more authors in the same order) with the same publication date are arranged alphabetically by the title (excluding A or The) that follows the date

*Exception:* If the references with the same authors published in the same year are identified as articles in a series (e.g. Part 1 and Part 2), order the references in the series order, not alphabetically by title

* Lowercase letters – a, b, c, and so on – are placed immediately after the year, within the parentheses

Kaufman, J. R. (1980a). Control …

Kaufman, J. R. (1980b). Roles of …

### Order of works with corporate authors or with no author, or agency, association, or institution as author

Alphabetize corporate authors, such as associations or government agencies, by the first significant word of the name. Full official names should be used (e.g. American Psychological Association, not APA). A parent body precedes a subdivision (e.g. University of Michigan, Department of Psychology).

If there is no author, the title move to the author position, and the entry is alphabetized by the first significant word of the title.

***Entry of non-western names (Authors and Corporate Bodies)***

For the entry of non-western names, reference is made to Mohammed M. Aman (Ed.). (1980). *Cataloguing and classification of non-western material: Concerns, issues and practices*. London: Oryx Press.

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| **DESCRIPTION** | **EXAMPLE** |
| MALAY NAMES* Enter a Malay name under the first element of his/her name unless it is known that he/she treats another element of his/her Merican, Faridah name as a surname; in that case, enter under the surname.
* If an abbreviation is used for a word denoting filial relationship, i.e. b. for bin, bt. or bte for bintie, use the full form of the word.
* If a person never uses the word denoting filial relationship, enter the name as found
* Add after the name titles of honour, rank or position that are commonly associated with the name
* If the titles of honour, rank or position are hereditary, enter by the titles
 | (‘Merican’ is a surname)Ali bin AbdullahRogayah binte AhmadIsmail HusseinAbdul Majid bin Zainuddin, HajiSopiee, Nordin, Dato’Ungku Abdul AzizSyed Hussin AliNik Safiah Haji A. Karim |
| CHINESE NAMES* Enter the surname first
* If a name of Chinese origin contains both Chinese and non-Chinese given names, record the non-Chinese given names preceding the Chinese given name
 | Foh, Kam BengChing, Francis K. W. (Name appears as Francis K. W. Ching)Loh, Phillip Fook Seng(Name appears as Phillip Loh Fook Seng) |
| INDIAN NAMES | P. Subramaniam(Name appears as P. Subramaniam)Subramaniam, P(Name appears as Subramaniam Periasamy) |
| CORPORATE NAMES* Spell out the full name of corporate names
* Give the name of the highest ranking, then, the name of the specific department or organization or division
 | Malaysia. Kementerian Kewangan,Malaysia. Kementerian Pendidikan. Bahagian Pendidikan Tinggi. |

#### REFERENCE CITATION STYLE FOR VARIOUS FORMATS OF MATERIALS

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| FORMATS |
| PERIODICALS(include items published on a regular basis: journals, magazines, scholarly newsletter, and so on.General format:Author, A. A., Author, B. B., and Author, C. C. (date of publication). Title of article. *Title of Periodical, volume number*(issue number.), page number.E.g.Spetch, M. L., and Wilkie, D. M. (1983). Subjective shortening : A model of pigeons’ memory for event duration. *Journal of Experimental Psychology: Animal Behavior Processes, 9*(4), 14-30. |
| NON-PERIODICALS(include items published separately: books, reports, brochures, certain monographs, manuals, and audiovisual media)General format:Author, A. A. (date of publication). *Title of work*. Location: Publisher.E.g.Cone, J. D., and Foster, S. L. (1993) *The careful writer: A modern guide to English usage*. New York: Atheneum. |
| PART OF A NON-PERIODICALS(e.g. book chapter)General format:Author, A. A. and Author, B. B. (date of publication). Title of chapter. In A. Editor, B. Editor, and C. Editor (Eds.), *Title of book* (pp. xx-xx). Location: Publisher.E.g.Massaro, D. (1992). Broadening the domain of the fuzzy logical model of perception. In H. L. Pick, Jr., P. van den Broek, and D. C. Knill (Eds.), *Cognition: Conceptual and methodological issues* (pp. 51-84). Washington, DC: American Psychological Association. |

# PERIODICAL

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| DESCRIPTION | **EXAMPLE** |
| Journal article with one author | Bekerian, D. A. (1993). In search of the typical eyewitness. *American Psychologist, 48*, 574-576. |
| Journal article, two authors | Klimoske, R., and Palmer, S. (1993). The ADA and the hiring process in organizations. *Consulting Psychology Journal: Practice and Research, 45*(2), 10-36. |
| Journal article, three to six authors | Horowitz, L. M., Post, D. L., French, R. S., Wallis, K. D., and Siegelman, E. V. (1981). The prototype as a construct in abnormal psychology: Clarifying disagreement in psychiatric judgements. *Journal of Abnormal Psychology, 90*, 575-585. |
| Journal article, six or more authors | Kneip, R. C., Delamater, A. M., Ismond, T., Milford, C., Salvia, L., and Schwartz, D. (1993). Self-and spouse ratings of anger and hostility as predicators of coronary heart disease. *Health Psychology, 12*, 301-307.(note: in text, use Kneip et al., 1993 when citing). |
| Journal article, paginated by issue | Klimoske, R., and Palmer, S. (1993). The ADA and the hiring process in organizations. *Consulting Psychology Journal: Practice and Research, 45*(2), 10-36. |
| Entire issue of a journal | Barlow, D. H. (Ed.). (1991). Diagnoses, dimensions, and DSM-IV: The science of classification [Special issue]. *Journal of Abnormal Psychology, 100*(3).Testing, concepts, policy, practice and research [Special issue]. (1981). *American Psychologist, 36*(10).Note:* To cite an entire issue of a journal (in this example, special issue), give the editors of the issue and the title of the issue
* If no editors, issue title is placed before the year of publication. Alphabetize the reference entry by the first significant word in the title.
* For retrievability, provide the issue number instead of page numbers. To reference an article within a special issue, follow the general format of periodical.
 |
| Journal supplement | Regier, A. A., Narrow, W. E., and Rae, D. S. (1990). The epidemiology of anxiety disorders: The epidemiologic catchment area (ECA) experience. *Journal of Psychiatric Research, 24*(Suppl. 2), 3-14.Note:* Give the supplement numbers in parentheses immediately after the volume number
 |
| Journal article, in press*(articles accepted for publication but not yet published)*  | Zuckerman, M., and Kieffer, S. C. (in press). Race differences in face-ism: Does facial prominence imply dominance? *Journal of Personality and Social Psychology*.Note:* do not give year, volume no. or page no. until being published
* if another reference by the same author (or same order of authors for multiple authors) is included in the list of reference, place the in-press entry after the published entry. If there is more than one in-press entry, list the entries alphabetically by the first word after the date element, and assign lowercase letter suffixes to the date element, for e.g., in press-a.
 |
| Magazine article | Poster, M. I. (1993, October 29). Seeing the mind. *Science, 262*, 673-674.Note:* Give the date shown on the publication-month for monthlies or, month and day for weeklies

 e.g. (1993, June) for monthly magazines,  newsletters and newspapers (1998, November 10) for dailies and  weeklies* Give the volume no.
 |
| Newsletter article | Brown, L. S. (1993, Spring). Antidomination training as a central component of diversity in clinical psychology education. *The Clinical Psychologist, 46*, 83-87.Note:* Give the date as it appears on the issue
* Give the volume no.
 |
| Newsletter article, no author | The new health-care lexicon. (1993, August/September). *Copy Editor, 4*, 1-2. |
| Newspaper article, no author | Study finds free care used more. (1982, April 5). *APA Monitor*, p. 14.Note:* use the first significant word in the title
* precede page numbers with p. or pp.
 |
| Newspaper article, corporate author | Staff, (1980, September 1). Professional face tax rises as IRS targets personal service corporations. *Behavior Today*, p. 5. |
| Newspaper article, letter to the editor | Markovitz, M. C. (1993, May). Inpatient vs. outpatient [Letter to the editor]. *APA Monitor*, p. 3. |
| Newspaper article, discontinuous pages | Schwartz, J. (1993, September 30). Obesity affects economic, social status. *The Washington Post*, p. A1, A4.Note:* If an article appears on discontinuous pages, give all page numbers, and separate numbers with a comma (e.g. p. B1, B3, B5-B7)
 |
| Monograph with issue number and serial (or whole) number | Hood, L., and Bloom, L. (1979). What, when, and how about why: A longitudinal study of early expressions of causality. *Monographs of the Society for Research in Child Development, 44* (6, Serial No. 181).Note:* Give the volume no., follow by issue and serial (or whole) numbers in parentheses. Use the word *Whole* instead of *Serial* if the monograph is identified by a whole number.
 |
| Monograph bound separately as a supplement to a journal | Batting, W. F., and Montague, W. E. (1969). Category norms for verbal items in 56 categories: A replication and extension of the Connecticut category norms. *Journal of Experimental Psychology Monographs, 80*(3, Pt. 2).Note:* Give the issue number and supplement or part number in parentheses immediately after the volume no.
 |
| Monograph bound into journal with continuous pagination | Ganster, D. C., and Mayes, B.T. (1991). The nomological validity of the Type A personality among employed adults [Monograph]. *Journal of Applied Psychology, 76*, 143-168.Note:* Include *Monograph* in brackets as a description form
 |
| Periodical published annually | Fiske, S. T. (1993). Social cognition and social perception. *Annual Review of Psychology, 44*, 155-194.Note:* Treat series that have regular publication dates and titles as periodicals, not books.
* If the subtitle changes in series published regularly, such as topics of published symposia (e.g. the Nebraska Symposium on Motivation and the Annals of the New York Academy of Sciences), treat the series as a book or chapter in an edited book. Please refer to citation style for non-periodical items.
 |
| Abstract (as original source) | Woolf, N. J., and Young, S. L. (1991). MAP-2 expression in cholinoceptive pyramidal cells of rodent cortex altered by Pavlovian conditioning. *Society for Neurascience Abstract, 17*, 480.Note:* If the title of the periodical does not include the word *abstracts*, place Abstract in brackets between the abstract title and the period.
 |
| Abstract (as a secondary source) | Nakazato, K., Shimonaka, Y., and Homma, A. (1992). Cognitive functions of centerarians: The Tokyo Metropolitan Centenarian Study. *Japanese Journal of Development Psychology, 3*, 9-16. (From *PsycSCAN: Neuropsychology*, 1993, *2*, Abstract No. 604)Note:* If only the abstract and not the entire article is used as the source, cite the collection of abstracts in parentheses at the end of the entry.
* If the date of the secondary source is different from the date of the original publication, cite both dates, separated by a slash, with the original date first. E.g. (1963/1984)
 |
| Non-English journal article, title translated into English | Zajonc, R. B. (1989). Bischofs gefuhlvolle Verwirrunggen uber die Gefuhle [Bischof’s emotional fluster over the emotions]. *Psychologische Rundschau, 40*, 218-221.Note:* If the original version of a non-English article is used as the source, cite the original version: Give the original title, follow by the English translation in brackets
 |
| English translation of a journal article, journal paginated by issue | Stutte, H. (1972). *Transcultural child psychiatry. Acta Paedopsychiatrica, 38*(9), 229-231.Note:* If the English translation of a non-English article is used as the source, cite the English translation: Give the English title without brackets.
 |
| Citation of a work discussed in a secondary source (e.g. for a study by Seidenberg and McClellan cited in Coltheart et al.) | Coltheart, M., Curtis, B., Atkins, P., and Haller, M. (1993). Models of reading aloud: Dual-route and parallel-distributed-processing approaches. *Psychological Review, 100*, 589-608.Note:* Give the secondary source in the reference list; in text, name the original work, and give the citation for the secondary source.
* For e.g., if Seidenberg and McClelland’s work is cited in Coltheart et al. and you did not read the work cited, use the following format:

In reference list, follow the example above.In text, use the citation below:Seidenberg and McClelland’s study (as cited in Coltheart, Curtis, Atkins, and Haller, 1993) |

**NON-PERIODICALS (BOOKS, BROCHURES)**

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| DESCRIPTION | **EXAMPLE** |
| Book, edition, Jr. in name | Mitchell, T. R., and Larson, J. R., Jr. (1987). *People in organizational behavior* (3rd ed.). New York: McGraw-Hill. |
| Book, corporate author (government agency) as publisher | American Psychiatric Association. (1980). *Diagnostic and statistical manual of mental disorders* (3rd ed.). Washington, DC: Author.Note:* Alphabetize corporate authors by the first significant word of the
* When the author and publisher are identical, use the word *Author* as the name of the publisher
 |
| Book, edited | Gibbs, J. T., and Huang, L. N. (Eds.). (1991). *Children of colour: Pshychological interventions with minority youth*. San Francisco: Jossey-Bass. |
| Book, revised edition | Rosenthal, R. (1987). *Meta-analytic procedures for social research* (Rev. ed.). Newbury Park, CA: Sage. |
| Book, no author or editor | *Merriam-Webster’s Collegiate dictionary* (10th ed.). (1993). Springfield, MA: Merriam-Webster.Note:* Place the title in the author position
* Alphabetize books with no author or editor by the first significant word in the title
 |
| Several volumes in a multivolume edited work, publication over period of more than 1 year | Koch, S. (Ed.). (1959-1963). *Psychology: A study of science* (Vols. 1-6). New York: McGraw-Hill. |
| Encyclopaedia or dictionary | Sadie, S. (Ed.). (1980). *The new Grove dictionary of music and musicians* (6th ed., Vols. 1-20). London: Macmillan.  |
| Non-English book | Piaget, J., and Inhelder, B. (1951). *La genese de l’idee de hasard chez l’enfant* [The origin of the idea of chance in the child]. Paris: Presses Universitaires de France.Note:* If the original version of a non-English book is used as the source, cite the original version: Give the original title follow by the English translation in square brackets.
 |
| English translation of a book | Laplace, P. –S. (1951). *A philosophical essay on probabilities* (F. W. Truscott and F. L. Emory, Trans.). New York: Dover. (Original work published 1814).Note:* If the English translation of a non-English work is used as the source, cite the English translation: Give the English title without brackets.
* In text, cite the original publication date and the date of the translation: (Laplace, 1814/1951).
 |
| Brochure, corporate author | Research and Training Center on Independent Living. (1993). *Guidelines for reporting and writing about people with disabilities* (4th ed.) [Brochure]. Lawrence, KS: Author.Note:* Format reference to brochures in the same way as those to entire books
* In square brackets, identify the publication as a brochure
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**NON-PERIODICALS (BOOK CHAPTERS)**

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| **DESCRIPTION** | **EXAMPLE** |
| Article or chapter in an edited book, two editors | Bjork, R. A. (1989). Retrieval inhibition as an adaptive mechanism in human memory. In H. L. Roediger III and F. I. M. Craik (Eds.), *Varieties of memory and consciouness* (pp. 309-330). Hillsdale, NJ: Erlbaum. |
| Article or chapter in an edited book, book in press, six or more editors, separately titled volume in a multivolume work (two-part title) | Woodward, J. T. (in press). Children’s learning systems. In J. T. Woodward, A. Pimm, S. S. Keman, M. N. Blum, H. A. Hanmen, and P. Sellzner (Eds.), *Research in cognitive development: Vol. 1. Logical cognition in children*. New York: Springer.Note:* Do not give the year unless the book is published. In text, use the following parenthetical citation (Author name, in press)
* No page number is required for in press work
 |
| Chapter in a volume in a series | Maccoby, E. E., and Martin, J. (1983). Socialization in the context of the family: Parent-child interaction. In P. H. Mussen (Series Ed.) and E. M. Hetherington (Vol. Ed.), *Handbook of child psychology: Vol. 4. Socialization, personality, and social development* (4th ed., pp. 1-101). New York: Wiley.Note:* List the series editor first and the volume editor second so that they will be parallel within the titles of the work.
 |
| Non-English article or chapter in an edited book, title translated into English | Davydov, V. V. (1972). De introductive van het begrip grootheid in de eerste klas van de basisschool: Een experimenteel onderzoek [The introduction of the concept of quantity in the first grade of the primary school: An experimental study]. In C. F. Van Parreren and J. A. M. Carpay (Eds.), *Sovietpsychologen aan het woord* (pp. 227-289). Groningen, The Netherlands: Wolters-Noordhoff.Note:* If the original version of a non-English article or non-English book is used as the source, cite the original version: Give the original title, follow by the English translation in square brackets.
 |
| Entry in an encyclopedia | Bergmann, P. G. (1993). Relativity. *In The new encyclopedia Britannica* (Vol. 26, pp. 501-508). Chicago: Encyclopedia Britannica. |
| English translation of an article or chapter in an edited book, volume in mulitvolume work, republished work | Freud, S. (1961). The ego and the id. In J. Strachey (Ed. And Trans.), *The Standard edition of the complete psychological works of Sigmund Freud* (Vol. 19, pp. 3-66). London: Hogarth Press. (Original work published 1923).Note:* If the English translation of a non-English work is used as the source, cite the English translation.
* For translator, use Trans. and place the translator’s name after the editor’s name
* In text, include both original and republished publication date: (Freud, 1923/1961)
 |
| English translation of an article or chapter in an edited book, reprint from another source | Piaget, J. (1988). Extracts from Piaget’s theory (G. Gellerier and J. Langer, Trans.). In K. Richardosn and S. Sheldon (Eds.), *Cognitive development to adolescence: A reader* (pp. 3-18). Hillsdale, NJ: Erlbaum. (Reprinted from Manual of child psychology, pp. 703-732, by P. H. Mussen, Ed., 1970, New York: Wiley)Note:* Use the English title if the English translation of a non-English work is used as the source
* In text, use the following parenthetical citation: (Piaget, 1970/1988).
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**NON-PERIODICALS (TECHNICAL AND RESEARCH REPORTS)**

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| DESCRIPTION | **EXAMPLE** |
| Element of a reference to a reportMazzro, J., Druesne, B., and Muhlstein, A. (1991). *Comparatibility of computer and paper-and-pencil scores for two CLEP general examinations* (College Board Rep. No. 91-5). Princeton, NJ: Educational Testing Service.Report authors: Mazzro, J., Druesne, B., and Muhlstein, A.Date of publication: (1991)Report title*: Comparatibility of computer and paper-and-pencil scores for two CLEP general examinations* (College Board Rep. No. 91-5)* If the issuing organization assigned a number (e.g. report number, contract number, monograph number) to the report, give the number in parentheses immediately after the title.
* Do not use a period between the report title and the parenthetical material
* Do not underline the parenthetical material
* If the report carries two numbers, give the number that best aids identification and retrieval

Publication information: Princeton, NJ: Educational Testing Service.* Give the name, exactly as it appears on the publication, of the specific department office, agency, or institute that published or produced the report. Also give the higher department, office, agency, or institute only if the office that produced the report is not well known. In this case, give the higher department first, then the specific department.
* For report from a document deposit service (e.g. NTIS or ERIC), enclose the document number in parentheses at the end of the entry.
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| Report available from the Government Printing Office (GPO), government institute as corporate author | National Institute of Mental Health. (1990). *Clinical training in serious mental illness* (DHHS Publication No. ADM 90-1679). Washington, DC: U. S. Government Printing Office.Note:* Government documents available from GPO should show GPO as the publisher
 |
| Report available from the Educational Resources Information Center (ERIC) | Mead, J. V. (1992). *Looking at old photographs: Investigating the teacher tales that novice teachers bring with them* (Report No. NCRTL-RR-92-4). East Lansing, MI: National Center for Research on Teacher Training. (ERIC Document Reproduction Service No. ED 346 082)Note:* Give the ERIC number in parentheses at the end of the entry
 |
| Government report not available from GPO or a document deposit service such as ERIC | U. S. Government of Health and Human Services. (1991). *Pressure ulcers in adults: Prediction and prevention* (AHCPR Publication No. 92-0047). Rockville, MD: Author. |
| Government report not available from GPO or a document deposit service, article or chapter in an edited collection | Matthews, K. A. (1985). Assessment of Type A behavior, anger and hostility in epidemiologic studies of cardiovascular disease. In A. M. Ostfield and E. D. Eaker (Eds.), *Measuring psychological variables in epidemiologic studies of cardiovascular disease* (NIH Publication No. 85-2270, pp. 153-183). Washington, DC: U. S. Department of Health and Human Services. |
| Report from a university | Broadhurst, R. G., and Maller, R. A. (1991). *Sex offending and redidivism* (Tech. Rep. No. 3). Nedlands, Western Australia: University of Western Australia, Crime Research Centre.Note:* Give the name of the university first, then the name of the specific department or organization within the university that produced the report.
 |
| Report from a university, edited report, monograph | Shuker, R., and Soler, J. (Eds.). (1990). *Youth, media, and moral panic in New Zealand: From hooligans to video nasties* (Delta Research Monograph No. 11). Palmerston North, New Zealand: Massey University, Department of Education. |
| Report from a private organization | Employee Benefit Research Institute. (1992, February). *Sources of health insurance and characteristics of the uninsured* (Issue Brief No. 123). Washington, DC: Author.Note:* Use this form for issue briefs, working papers, and other corporate documents, with the appropriate document number for retrieval in parentheses
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**NON-PERIODICALS (PROCEEDINGS OF MEETINGS AND SYMPOSIA)**

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| **DESCRIPTION** | **EXAMPLE** |
| Published proceedings, published contribution to a symposium, article or chapter in an edited book | Deci, E. L., and Ryan, R. M. (1991). A motivational approach to self: Integration in personality. In R. Dienstbier (Ed.), *Nebraska Symposium on Motivation: Vol. 38. Perspectives on motivation* (pp. 237-288). Lincoln: University of Nebraska Press.Note:* Capitalize the name of the symposium, which is a proper name
 |
| Proceedings published regularly | Cynx, J., Williams, H., and Nottebohm, F. (1992). Hemispheric differences in avian song discrimination. *Proceedings of the National Academy of Sciences, USA, 89*, 1372-1375.Note:* Treat regularly published proceedings as periodicals
 |
| Unpublished contribution to a symposium | Lichstein, K. K., Johnson, R. S., and Childers, C. K. (1990, June). Relaxation therapy for polypharmacy use in elderly insomniacs and noninsomniacs. In T. L. Rosenthal (Chair), *Reducing medication in geriatric populations*. Symposium conducted at the meeting of the First International Congress of Behavioral Medicine, Uppsala, Sweden.Note: * Give the month of the symposium if it is available
 |
| Unpublished paper presented at a meeting | Lanktree, C., and Briere, J. (1991, January). *Early data on the Trauma Symptom Checklist for Children (TSC-C)*. Paper presented at the meeting of the American Professional Society on the Abuse of Children, San Diego, CA. |

**NON-PERIODICALS (DOCTORAL DISSERTATIONS AND MASTERS THESES)**

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| **DESCRIPTION** | **EXAMPLE** |
| Doctoral dissertation abstracted *in Dissertation Abstracts International (DAI)* and obtained on university microfilm | Bower, D. L. (1993). Employee assistant programs supervisory referrals: Characteristics of referring and nonreferring supervisors. *Dissertation Abstracts International, 54*(01), 534B. (University Microfilms No. AAD93-15947).Note:* If the microfilm of the dissertation is used as the source, give the university microfilms number as well as the volume and page numbers of DAI.
 |
| Doctoral dissertation abstracted in Dissertation Abstracts International (DAI) and obtained from the university | Ross, D. F. (1990). Unconscious transference and mistaken identity: When a witness misidentifies a familiar but innocent person from a lineup (Doctoral dissertation, Cornell University, 1990). *Dissertation Abstracts International, 49*, Z5055. |
| Unpublished doctoral dissertation, university outside the United States | Devins, G. M. (1981). *Helpness, depression, and mood in end-stage renal disease*. Unpublished doctoral dissertation, McGill University, Montreal. |
| Unpublished masters theses | Ryerson, J. F. (1983). *Effective management training: Two models*. Unpublished master’s thesis, Clarkson College of Technology, Potsdam, NY. |

**NON-PERIODICALS (REVIEWS)**

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| **DESCRIPTION** | **EXAMPLE** |
| Review of a book | Baumeister, R. F. (1993). Exposing the self-knowledge myth [Review of the book *The self-knower: A hero under control]. Contemporary Psychology, 38*, 466-467.Note:* If the review is untitled, use the material in square brackets as the title, and retain the brackets to indicate that the material is a description of form and content, not a title.
* Use film, book, television program, etc. in brackets to specify the type of medium
 |
| Review of a film | Webb, W. B. (1984). Sleep, perchance to recall a dream [Review of the film *Theater of the night: The science of sleep and dreams]. Contemporary Psychology, 29*, 260. |
| Review of a video | Kraus, S. J. (1992). Visions of psychology: A videotext of classic studies [Review of the video program *Discovering Psychology] Contemporary psychology, 37*, 1146-1147. |

###### UNPUBLISHED WORK AND PUBLICATIONS OF LIMITED CIRCULATION

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| **DESCRIPTION** | **EXAMPLE** |
| Unpublished manuscript not submitted for publication | Stinson, C., Milbrath, C., and Bucci, W. (1992). *Thematic segmentation of psychotherapy transcripts for convergent analyses*. Unpublished manuscript. |
| Unpublished manuscript with a university cited | Depret, E. F. (1993). *Perceiving the powerful:* *Intriguing individuals versus threatening groups*. Unpublished manuscript, University of Massachusetts at Amherst. |
| Manuscript in progress or submitted for publication but not yet accepted | McIntosh, D. N. (1998). *Religion as schema, with implications for the relation between religion and coping*. Manuscript submitted for publication.Note:* Do not give the name of the journal or publisher to which the manuscript has been submitted.
* Treat a manuscript accepted for publication but not yet published as an in-press reference
* Use the same format for a draft or work in progress, but substitute the words *Manuscript in preparation* for the final sentence. Use the year of the draft you read (not “in preparation”) in the text citation
* Give the university if available.
 |
| Unpublished raw data from study, untitled work | Bordi, F., and LeDoux, J. E. (1993). [Auditory response latencies in rat auditory cortex], Unpublished raw data.Note:* Do not underline the topic, use brackets to indicate that the material is a description of content, not a title.
 |
| Publication of limited circulation | Klombers, N. (Ed.). (1993, Spring). *ADAA Reporter*. (Available from the Anxiety Disorders Association of America, 6000 Executive Boulevard, Suite 513, Rockville, MD 20852)Note:* For a publication of limited circulation, give in parentheses immediately after the title a name and address from which the publication can be obtained.
 |

###### AUDIO-VISUAL MATERIAL

|  |  |
| --- | --- |
| **DESCRIPTION** | **EXAMPLE** |
| Film, limited circulation | Harrison, J. (Producer), and Schmiechen, R. (Director). (1992). *Changing our minds: The story of Evelyn Hooker* [Film]. (Available from Changing Our Minds, Inc., 170 West End Avenue, Suite 25R, New York, NY 10023)Note:* Give the name and, in parentheses, the function of the originator or primary contributors (in this example, Harrison as the producer and Schmiechen as the director
* Specify the medium in square brackets. E.g. film, videotapes, audiotapes, slides, charts, and works of art.
* Give the location and name of the distributor. (In this example, because Changing Our Minds is a small establishment, a complete address is provided.)
 |
| Television broadcast | Crystal, L. (Executive Producer). (1993, October 11). *The MacNeil/Lehrer news hour*. New York and Washington, DC: Public Broadcasting Service. |
| Television series | Miller, R. (Producer). (1989). *The mind*. New York: WNET. |
| Single episode from a television series | Restak, R. M. (1989). The rules of the game (J. Bender, Director). In J. Sander (Producer), *I’II fly away*. New York: New York Broadcasting Company. |
| Music recordingGeneral format:Writer, A. (Date of copyright). Title of song [Recorded by artist if different from writer]. On *Title of album* [Medium of recording: compact disk, record, cassette, etc.]. Location: Label. (Recording date if different from copyright date.) |  |
| Recording | Shocked, M. (1992). Over the waterfall. On *Arkansas traveler* [CD]. New York: PolyGram Music. |
| Re-recording by artist other than writer | Goodenough, J. B. (1982). Tails and trotters [Recorded by G. Bok, A. Mayo, and E. Trickett]. On *And so will we yet* [CD]. Sharon, CT: Folk-Legacy Records. (1990). |
| Cassette recording | Costa, P. T., Jr. (Speaker). (1988). *Personality, continuity, and changes of adult life* (Cassette Recording No. 207-433-88A-B). Washington, DC: American Psychological Association. |

###### ELECTRONIC SOURCES

### INDIVIDUAL WORKS

Basic forms, commercial supplier, and using an Internet protocol:

Author/editor. (Year). *Title* (edition), [Type of medium]. Producer (optional). Available: Supplier/Database identifier or number [Access date].

Author/editor. (Year). *Title* (edition), [Type of medium]. Producer (optional). Available Protocol (if applicable): Site/Path/File [Access date].

Examples:

*Oxford English dictionary computer file: On compact disc* (2nd ed.), [CD-ROM]. (1992). Available: Oxford UP [1995, May 27].

Pritzker, T. J. (No date). *An Early fragment from central Nepal* [Online]. Available:

http://www.ingress.com/~astanart/pritzker/pritzker.html [1995, June 8].

* Write "No date" when the electronic publication date is not available.
* When citing information retrieved on the World Wide Web, it is not necessary to repeat the protocol (HTTP) after "Available" since that is stated in the URL.

###### PART OF WORKS

Basic forms, commercial supplier, and using an Internet protocol:

Author/editor. (Year). Title. In *Source* (edition), [Type of medium]. Producer (optional). Available: Supplier/Database identifier or number [Access date].

Author/editor. (Year). Title. In *Source* (edition), [Type of medium]. Producer (optional). Available Protocol (if applicable): Site/Path/File [Access date].

Examples:

Bosnia and Hercegovina. (1995). In *Academic American Encyclopedia* [Online]. Available: Dow Jones News Retrieval Service/ENCYC [1995, June 5].

* This is an article from an encyclopedia with no author given.

Daniel, R. T. (1995). The history of Western music. In *Britannica online: Macropaedia* [Online]. Available:

http://www.eb.com:180/cgi-bin/g:DocF=macro/5004/45/0.html [1995, June 14].

* When citing information retrieved on the World Wide Web, it is not necessary to repeat the protocol (HTTP) after "Available" since that is stated in the URL.

**JOURNAL ARTICLES**

Basic forms, commercial supplier, and using an Internet protocol:

Author. (Year). Title. *Journal Title* [Type of medium], *volume*(issue), paging or indicator of length. Available: Supplier/Database name (Database identifier or number, if available)/Item or accession number [Access date].

Author. (Year). Title. *Journal Title* [Type of medium], *volume*(issue), paging or indicator of length. Available Protocol (if applicable): Site/Path/File [Access date].

Examples:

Clark, J. K. Complications in academia: Sexual harassment and the law. *Siecus Report* [CD-ROM], *21*(6), 6-10. Available: 1994 SIRS/SIRS 1993 School/Volume 4/Article 93A [1995, June 13].

Carriveau, K. L., Jr. [Review of the book Environmental hazards: Marine pollution]. *Electronic Green Journal* [Online], *2*(1), 3 paragraphs. Available:

gopher://gopher.uidaho.edu/11/UI\_gopher/library/egj03/carriv01.html [1995, June 21].

* This is a reference for a book review; brackets indicate title is supplied.
* When citing information retrieved on the World Wide Web, it is not necessary to repeat the protocol (Gopher) after "Available" since that is stated in the URL.

Inada, K. (1995). A Buddhist response to the nature of human rights. *Journal of Buddhist Ethics* [Online], 2, 9 paragraphs. Available: http://www.cac.psu.edu/jbe/twocont.html [1995, June 21].

* When citing information retrieved on the World Wide Web, it is not necessary to repeat the protocol (HTTP) after "Available" since that is stated in the URL.

**MAGAZINE ARTICLES**

Basic forms, commercial supplier, and using an Internet protocol:

Author. (Year, month day). Title. *Magazine Title* [Type of medium], *volume* (if given), paging or indicator of length. Available: Supplier/Database name (Database identifier or number, if available)/Item or accession number [Access date].

Author. (Year, month day). Title. *Magazine Title* [Type of medium], *volume* (if given), paging or indicator of length. Available Protocol (if applicable): Site/Path/File [Access date].

Examples:

Goodstein, C. (1991, September). Healers from the deep. *American Health* [CD-ROM], *60-64*. Available: 1994 SIRS/SIRS 1992 Life Science/Article 08A [1995, June 13].

Viviano, F. (1995, May/June). The new Mafia order. *Mother Jones Magazine* [Online], 72 paragraphs. Available: http://www.mojones.com/MOTHER\_JONES/MJ95/viviano.html [1995, July 17].

* When citing information retrieved on the World Wide Web, it is not necessary to repeat the protocol (HTTP) after "Available" since that is stated in the URL.

###### NEWSPAPAR ARTICLES

Basic forms, commercial supplier, and using an Internet protocol:

Author. (Year, month day). Title. *Newspaper Title* [Type of medium], paging or indicator of length. Available: Supplier/Database name (Database identifier or number, if available)/Item or accession number [Access date].

*Author. (Year, month day). Title. Newspaper Title* [Type of medium], paging or indicator of length. Available Protocol (if applicable): Site/Path/File [Access date].

Examples:

Howell, V., and Carlton, B. (1993, August 29). Growing up tough: New generation fights for its life: Inner-city youths live by rule of vengeance. *Birmingham News* [CD-ROM], p. 1A(10 pp.). Available: 1994 SIRS/SIRS 1993 Youth/Volume 4/Article 56A [1995, July 16].

Johnson, T. (1994, December 5). Indigenous people are now more combative, organized. *Miami Herald* [Online], p. 29SA(22 paragraphs).Available: gopher://summit.fiu.edu/Miami Herald--Summit-Related Articles/12/05/95—Indigenous People Now More Combative, Organized [1995, July 16].

* This reference gives beginning page and the number of paragraphs; this information is useful if one wishes to refer to material in text references.
* When citing information retrieved on the World Wide Web, it is not necessary to repeat the protocol (HTTP) after "Available" since that is stated in the URL.

###### DISCUSSION LIST MESSAGES

Basic forms:

Author. (Year, Month day). Subject of message. *Discussion List* [Type of medium]. Available E-mail: DISCUSSION LIST@e-mail address [Access date].

Author. (Year, Month day). Subject of message. *Discussion List* [Type of medium]. Available E-mail: LISTSERV@e-mail address/Get [Access date].

Examples:

RRECOME. (1995, April 1). Top ten rules of film criticism. *Discussions on All Forms of Cinema* [Online]. Available E-mail: CINEMA-L@american.edu [1995, April 1].

* Author's login name, in uppercase, is given as the first element.

Discussions on All Forms of Cinema [Online]. Available E-mail: LISTSERV@american.edu/Get cinema-l log9504A [1995, August 1].

* Reference is obtained by searching the list's archive.

**PERSONAL ELECTRONIC COMMUNICATIONS (E-MAIL)**

Basic forms:

Sender (Sender's E-mail address). (Year, Month day). Subject of Message. E-mail to recipient (Recipient's E-mail address)

Examples:

Day, Martha (MDAY@sage.uvm.edu). (1995, July 30). Review of film -- Bad Lieutenant. E-mail to Xia Li

(XLI@moose.uvm.edu).