

Nursing Student's Guide for Citing Your Sources -- APA Citation Style – 6th ed.

This guide is a modification of the Publication Manual of the American Psychological Association, 6th edition in the printed form. A copy of the APA manual can be found at the reference desk in the Austin campus library.

General Rules for Nursing Assignments

1. Format of the paper:

- use size 12 font in either Times New Roman or Cambria
- margins – use the default setting for word 1" for sides, top and bottom
- introduction and body of the paper should be double spaced
- one space after the period or punctuation at the end of a sentence
- numbers nine and below should be written out (one, two, three)
- indent each paragraph five spaces
- second and succeeding lines of the reference needs to be indented five spaces

2. General rules for the title page (taken directly from APA manual)

- "...title should summarize the main idea of the paper"
- "...title should be fully explanatory when standing alone"
- "...avoid words like methods, results, study, experimental, investigation"
- "...avoid abbreviations"
- "...recommended length, no more that 12 words"
- all information should appear in the upper ½ of the page and centered left to right
- page header (short title) is upper left justified – use maximum 50 characters
- page headers and page numbers begin with title page
- include in this order
 - title of work
 - full author name(s)
 - institution affiliation
 - name and number of course
 - faculty name(s)
 - date

3. General rules for the introduction, body and conclusion of the paper (see sample)

- short and long quotations are treated differently
- parenthetical citation for direct quotes use (last name, date, p.)
- parenthetical citations for summaries of ideas use (last name, date)
- refer to the section in this document for book citations for the treatment of multiple authors
- list authors as they are listed on the title page

4. General rules for the reference page

- at the top of the page is the word References
- all entries are in alphabetical order
- all entries are double spaced
- note, punctuation, capitalization and italics
- do **not** use personal titles, i.e., Dr., Professor, etc. in citations or on reference page

The following information on the use of abbreviations was taken directly from Publication Manual of the American Psychological Association, 6th, page 180. Please note these apply to the reference list.

Acceptable abbreviations in the reference list for parts of books and other publications include:

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

Using quotations. Students using direct quotes and ideas from other sources need to identify the source of the information. These directions will help you understand how to include this information in your paper.

If you are using someone else's idea or information (not direct quote) it should be written using the following format. Basic parenthetical citation styles can be found on page 177, of Publication Manual of the American Psychological Association, 6th ed.

Examples using a parenthetical cite for research done by a single author:

Smith (1983) compared reaction times...

In a recent study of reaction times (Smith, 1983)...

In 1983 Smith compared reaction times...

Rule: A single work with two authors, cite both names every time the reference occurs in text, page 175.

Example of two authors.

Walker and Allen (2004) or (Walker and Allen, 2004)

Rule: A single work by three, four or five authors, all last names are used the first time the reference occurs. In subsequent citations include only the surname of the first author followed by et al. and the year if it is the first citation of the reference within the paragraph, page 175.

Examples using a parenthetical cite for research done by three to five authors:

Smith, Doe, Johnson, Evans and Jones (1983) compared reaction times...

In a recent study of reaction times (Smith, Doe, Johnson, Evans and Jones, 1983)...

Smith et al. (1983) in a study of reaction times...

Rule: A single work by six or more authors, cite only the surname of the first author followed by et al., page 175. Examples using a parenthetical cite for research done by six authors or more:

Smith, et al. (1983) compared reaction times...

In an early 1983 Smith, et al., compared reaction times...

In a recent study of reaction times Smith, et al. (1983)...

If you are using someone else's idea as a direct quote it should be written using the following format.

Rule: Quote should be used in text if the quotation is 40 words or less. Use quotation marks. Page number(s) and date should be included in the citation. Page 92.

Examples using a parenthetical cite for a direct quote by single author:

Miele (1993) found that "The placebo effect...disappeared when..." (p. 276).

She stated, "The placebo effect...disappeared when studied" (Miele, 1993, p. 276).

Miele (1993) found the following: "The placebo effect, which had been verified in previous studies, disappeared..." (p. 276).

Rule: In the sixth edition, on page 171, of the Publication Manual of the American Psychological Association (2010) are directions for long quotations of 40 or more words.

If the quotation comprises 40 or more words, display it in a freestanding block of

text and omit the quotation marks. Start such a bloc quotation on a new line and indent

the block about a half inch from the left margin (in the same position as a new paragraph).

If there are additional paragraphs within the quotation, indent the first line of each an

additional half inch. Double-space the entire quotation. At the end of a block quotation,

cite the quoted source and the page or paragraph number in parentheses after the final

punctuation mark. (Publication Manual, p. 171)

Rule: If a webpage does not contain page numbers use headings and the number of the paragraph. Use the abbreviation, para for paragraph, page 172.

Example: In their study, Verbunt, Pernot and Smeets (2008) found that... (Discussion section, para. 1)

General information for citations on the reference page.

According to the *APA Publication Manual* (2010) if the manual "...does not provide a specific example...choose the example that is most like your source and follow that format. .

Additional reference examples may be found on the APA Style website (www.apastyle.org)" (p. 193). The manual further states that consistency is the most important element.

The only difference between print and online resources is the addition of the URL at the end of the citation. Putting references on the reference page, examples:

Book with single author -- Basic Format – Print & Electronic

Author's Last Name, [space] Author's First and Middle Initial. (Date of Publication). *Title of book*
[capitalize only the first word of the title and subtitle and any proper noun, italicize all
words]. Place of Publication: Publisher.

Sample Citations

Pillitteri, A. (2007). *Maternal & child health nursing: care of the childbearing and child rearing family*. Philadelphia: Lippincott Williams & Wilkins.

Polan, E. (2007). *Journey across the life span: human development and health promotion* (3rd ed.). Philadelphia: F.A. Davis. Retrieved from
<http://rvlproxy.mnpals.net/login?url=http://www.netlibrary.com/>

Book with Two to Seven Authors -- Basic Format – Print & Electronic

Include all authors in this format: Author's Last Name, [space] Author's First and Middle Initial., &
Author's Last Name, [space] Author's First and Middle Initial. (Date of Publication). Title of
book [capitalize only the first word of the title and subtitle and any proper noun, italicize
all words]. Place of Publication: Publisher.

Sample Citations

Brunner, L. S., Suddarth, D. S., & Smeltzer, S. C. O. (2008). *Brunner & Suddarth's textbook of medical-surgical nursing* (11th ed.). Philadelphia: Lippincott Williams & Wilkins.

Workman, B. A. & Bennett, C.L. (2003). *Key nursing skills*. Philadelphia: Whurr. Retrieved from
<http://rvlproxy.mnpals.net/login?url=http://www.netlibrary.com/>

Book with Eight or More Authors – Basic Format – Print & Electronic

Include first six authors in this format: Author's Last Name, [space] Author's First and Middle
Initial., Author's Last Name, [space] Author's First and Middle Initial., Author's Last Name,
[space] Author's First and Middle Initial., Author's Last Name, [space] Author's First and

Middle Initial., Author's Last Name, [space] Author's First and Middle Initial., Author's Last Name, [space] Author's First and Middle Initial., Author's Last Name [space] Author's First and Middle Initial. (Date of Publication). Title of book [capitalize only the first word of the title and subtitle and any proper noun, italicize all words]. Place of Publication: Publisher.

Sample Citations

Abel, E., Christian, B., Smith, A., Jones B., Nelson, M., Moglen, H., ..., Thomas, K. (1997). Female subjects in black and white. Berkeley: University of California Press.

Abel, E., Christian, B., Smith, A., Jones B., Nelson, M., Moglen, H., ...Thomas, K. (1997). *Female subjects in black and white*. Berkeley: University of California Press. Retrieved from <http://www.netlibrary.com/urlapi.asp?action=summary&v=1&bookid=5414>

Encyclopedia Article – Basic Format – Print & Electronic

Last name [space] First and Middle Initial. (Date of Publication). Title of chapter or entry. In Editor First and Middle Initial Last name (Ed.), *Title of Work* [capitalize only the first word of the title and subtitle and any proper noun, italicize all words] (edition). Place of Publication: Publisher.

Sample Citation - Electronic

De Milto, L. & Wells, K.R. (2007). Heart attack. In J.L. Longe (Ed.), *Gale encyclopedia of medicine* (2nd ed.). Detroit: Thomson Gale. Retrieved from <http://rvlproxy.mnpals.net/login?url=http://find.galegroup.com/menu/start?prod=NRC&userGroupName=mnariver>

Sample Citation - Print

De Milto, L. & Wells, K.R. (2007). Heart attack. In J.L. Longe (Ed.), *Gale encyclopedia of medicine* (2nd ed.). Detroit: Thomson Gale.

Print Journal Article – Basic Format – Print & Electronic

Author's Last Name, [space] Author's First and Middle Initial. (Date of Publication). Title of article

[capitalize only the first word of the title and subtitle and any proper noun]. *Title of Journal*

[italicize all words], *Volume* [italicize], (Issue number), Page Numbers.

Sample Citations

Wong, C., Holroyd-Leduc, J., & Straus, S. (2009, January 21). Does This Patient Have a Pleural Effusion?

JAMA: Journal of the American Medical Association, 301(3), 309-317.

Braiteh, F., Malik, I. (2008). Pneumopericardium. *Canadian Medical Association*.

Journal, 179(10), 1087. Retrieved from

<http://rvlproxy.mnpals.net/login?url=http://proquest.umi.com/pqdweb?did=1584150791>

&sid=1&Fmt=3&clientId=44151&RQT=309&VName=PQD

Boulet, L. (2008, December). Influence of obesity on the prevalence and clinical features of

asthma. *Clinical & Investigative Medicine*, 31(6), E386-E390. Retrieved from

<http://rvlproxy.mnpals.net/login?url=http://search.ebscohost.com/login.aspx?direct=true>

&AuthType=cookie,ip,uid&db=aph&AN=35765187&site=ehost-live&scope=site

Newspaper Article -- Basic Format – Print & Electronic

Author's Last Name, [space] Author's First and Middle Initial. (Date of Publication). Title of article

[capitalize only the first word of the title and subtitle and any proper noun]. *Title of*

Newspaper [italicize all words], Page Numbers.

Sample Citations

Lublin, J. S. (1980, December 5). On idle: The unemployed shun much mundane work, at least for

a while. *The Wall Street Journal*, pp. 1, 25.

Laflamme, M. (2009, February 1). Inside a sleep clinic. *Sun Journal*, B.1. Retrieved from

<http://rvlproxy.mnpals.net/login?url=http://proquest.umi.com/pqdweb?did=1636470631>

&sid=2&Fmt=3&clientId=44151&RQT=309&VName=PQD

Technical/Research Reports -- Print & Electronic

Author's Name. (Date of Publication). *Title of* [capitalize only the first word of the title and subtitle and any proper noun, italicize all words]. (Report No.) Retrieved from source. (if electronic)

Sample Citations

U.S. Department of Health and Human services, National Institutes of Health, National Heart, Lung and Blood Institute. (2003). *Managing asthma: A guide of schools* (NIH Publication No. 02-2650). Retrieved from http://www.nhlbi.nih.gov/health/prof/lung/asthma/asth_sch.pdf

American Psychological Association. (2008). *Electronic references, electronic media and URLs*. Retrieved from <http://www.apastyle.org/electmedia.html>

Center for Disease Control. (2001). *Updated U.S. Public Health Service Guidelines for the Management of Occupational Exposures to HBV, HCV, and HIV and Recommendations for Postexposure Prophylaxis*. Retrieved from <http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5011a1.htm>

Online Message Boards, Etc.**Blog Post**

Author (full name if available). (Date of posting). Subject line of the message [description of post]. Retrieved from URL.

Sample Citation

MiddleKid. (2007, January 22). Re: The unfortunate prerequisites and consequences of partitioning your mind [Web log message]. Retrieved from http://scienceblogs.com/pharyngula/2007/01/the_unforutnate_prerequisites.php

Discussion Group/Online Forum

Author (full name if available). (Date of posting). Subject line of the message [description of post]. Retrieved from URL.

Sample Citation

Rampersad, T. (2005, June 8). Re: Traditional knowledge and traditional cultural expressions

[Online forum comment]. Retrieved from

http://www.wipo.int/roller/comments/ipisforum/Weblog/theme_eight_how_can_cultural#comments

Film/Video/DVD/Podcast -- Basic Format

Author's Last Name, [space] Author's First and Middle Initial. (Producer). (Date). *Title of*

work[capitalize only the first word of the title and subtitle and any proper noun, italicize all words] [identify the work]. Country of origin: Studio.

Sample Citation-DVD/Video

Denver Developmental Materials. (Producer). (1990). *Introduction to the Denver II* [Motion picture]. USA: Denver Developmental Materials.

Sample Citation-Podcast

Van Nuys, D. (Producer). (2007, December 19). *Shrink rap radio* [Audio podcast]. Retrieved from <http://www.shrinkradio.com/>

Information and samples for this section comes from the 2010, Publication Manual of the American Psychological Association, 6th ed. , pages 205-210.

Personal Communication***Instructions for using an interview and other personal communications in your paper.***

According to the *APA Publication Manual (2010)* "personal communications may be letters, memos, ... lectures, personal interviews, telephone conversation and the like. Because they do not provide recoverable data, personal communications are not included in the reference list. Cite personal communications in the text only." (p. 214) Following are samples as they should appear in text of your paper:

Sample of in text citation:

J.A. Doe (personal communication, February 11, 2002) recommended the Google search engine. An experienced librarian recommended Google as a search engine for the internet. (J.A. Doe, personal communication, February 11, 2002)

Document created by Kathleen Nelson assisted by Danyel Helgeson, Shirley Nelson and Judy Hanscom. Information from APA Publication Manual, 6th ed. Copyright 2010.

A short sample document follows:

Review of Directive Communication Video

Jane Doe

Riverland Community College

Nursing N2020

Faculty: Goslee and Nelson

February 3, 2009

Review of Directive Communication Video

Start your first page out after centering the title of the paper, again (see above). This and every page after this page should also have a header with a page number (this page starts with page 2 not 1). Don't forget to also have a header and page number on the reference page.

Indent each paragraph 5 spaces and double space body of paper. Be careful not to write such long paragraphs and group alike thoughts. Review your APA formats when you are quoting a long piece of information.

Please continue to work on spelling, grammar, and sentence structure, because sometimes sentences are very long —they look like a paragraph! A paper is made up of 5 parts: cover sheet, introduction paragraph, body of paper, summary paragraph, and references. Submitted papers should follow this guideline.

Be careful to cite information in the paper. Ideas whether rephrased or quoted need parenthetical citations. Good writers vary the form of in text citations. Examine the samples in earlier pages of this document. Short and lengthy quotations are treated differently, samples are supplied in the first few pages of this document.

Start your reference page as the paper is being developed, this is helpful in tracking references.

References

American Psychological Association. (2008). *Electronic references, electronic media and URLs*.

Retrieved from <http://www.apastyle.org/electmedia.html>

Boulet, L. (2008, December). Influence of obesity on the prevalence and clinical features of

asthma. *Clinical & Investigative Medicine*, 31(6), E386-E390. Retrieved from

[http://rvlproxy.mnpals.net/login?url=http://search.ebscohost.com/login.aspx?direct=true
&AuthType=cookie,ip,uid&db=aph&AN=35765187&site=ehost-live&scope=site](http://rvlproxy.mnpals.net/login?url=http://search.ebscohost.com/login.aspx?direct=true&AuthType=cookie,ip,uid&db=aph&AN=35765187&site=ehost-live&scope=site)

Braiteh, F., Malik, I. (2008). Pneumopericardium. *Canadian Medical Association*.

Journal, 179(10), 1087. Retrieved from

[http://rvlproxy.mnpals.net/login?url=http://proquest.umi.com/pqdweb?did=1584150791
&sid=1&Fmt=3&clientId=44151&RQT=309&VName=PQD](http://rvlproxy.mnpals.net/login?url=http://proquest.umi.com/pqdweb?did=1584150791&sid=1&Fmt=3&clientId=44151&RQT=309&VName=PQD)

Brunner, L. S., Suddarth, D. S., & Smeltzer, S. C. O. (2008). *Brunner & Suddarth's textbook of medical-surgical nursing* (11th ed.). Philadelphia: Lippincott Williams & Wilkins.

De Milto, L. & Wells, K.R. (2007). Heart attack. In J.L. Longe (Ed.), *Gale encyclopedia of medicine* (2nd ed.). Detroit: Thomson Gale. Retrieved from

[http://rvlproxy.mnpals.net/login?url=http://find.galegroup.com/menu/start?prod=NRC&u
serGroupName=mnariver](http://rvlproxy.mnpals.net/login?url=http://find.galegroup.com/menu/start?prod=NRC&userGroupName=mnariver)

Denver Developmental Materials. (Producer). (1990). *Introduction to the Denver II* [Motion picture]. USA: Denver Developmental Materials.

Institute for Women's Policy Research and Women's Foundation of Minnesota. (2008) *Status of*

Girls Report. Retrieved from

http://download.publicradio.org/podcast/minnesota/podcasts/hows_the_family/2008/03/05062008_64.mp3

Laflamme, M. (2009, February 1). Inside a sleep clinic. *Sun Journal*, B.1. Retrieved from

[http://rvlproxy.mnpals.net/login?url=http://proquest.umi.com/pqdweb?did=1636470631](http://rvlproxy.mnpals.net/login?url=http://proquest.umi.com/pqdweb?did=1636470631&sid=2&Fmt=3&clientId=44151&RQT=309&VName=PQDLehman, M. A. & Brown, R. H.)

(1994). *Intellectual property and the national information infrastructure*. Retrieved from

<http://www.uspto.gov/nii/ipwg.html>

MiddleKid. (2007, January 22). Re: The unfortunate prerequisites and consequences of

partitioning your mind [Web log message]. Retrieved from

http://scienceblogs.com/pharyngula/2007/01/the_unforutnate_prerequisites.php

Pillitteri, A. (2007). *Maternal & child health nursing: care of the childbearing and child rearing family*. Philadelphia: Lippincott Williams & Wilkins.

Polan, E. (2007). *Journey across the life span: human development and health promotion* (3rd ed.).

Philadelphia: F.A. Davis. Retrieved from

<http://rvlproxy.mnpals.net/login?url=http://www.netlibrary.com/>

Rampersad, T. (2005, June 8). Re: Traditional knowledge and traditional cultural expressions

[Online forum comment]. Retrieved from

http://www.wipo.int/roller/comments/ipisforum/Weblog/theme_eight_how_can_cultural#comments

U.S. Department of Health and Human services, National Institutes of Health, National Heart, Lung and Blood Institute. (2003). *Managing asthma: A guide of schools* (NIH Publication No. 02-

2650). Retrieved from http://www.nhlbi.nih.gov/health/prof/lung/asthma/asth_sch.pdf

Van Nuys, D. (Producer). (2007, December 19). *Shrink rap radio* [Audio podcast]. Retrieved from <http://www.shrinkradio.com/>

Wong, C., Holroyd-Leduc, J., & Straus, S. (2009, January 21). Does This Patient Have a Pleural Effusion? *JAMA: Journal of the American Medical Association*, 301(3), 309-317.

Workman, B. A. and Bennett, C.L. (2003). *Key nursing skills*. Philadelphia: Whurr. Retrieved from <http://rvlproxy.mnpals.net/login?url=http://www.netlibrary.com/>