APA Style: In-text Citations

In-text citations identify the sources of quotations, data and other facts in a research paper. In-text citations appear within the body of the paper, and refer readers to the corresponding bibliographic citations in the reference list. If a citation appears at the end of a sentence, it precedes the period. (Examples are single spaced in this handout to conserve space. APA style calls for double spacing.)

RULE FOR CITING PARAPHRASED INFORMATION

When paraphrasing or summarizing information, the in-text citation includes the author's last name and the date of publication. There are two ways to include in-text citations in your manuscript: a signal phrase, or a parenthetical citation. In a signal phrase, you introduce the author's name in the narrative and add the date in parentheses, like this:

> According to Best, (2004) defensive marketing protects market share.

In a parenthetical citation, you place the author's name and the date in parentheses following the information you're citing, like this:

> Defensive marketing protects market share (Best, 2004).

RULE FOR CITING DIRECT QUOTATIONS

If using a direct quote, the in-text citation also includes the page number on which the quote appeared. The page number is preceded by "p." If there is no page number, such as a Web page, you can use a paragraph number, section number or a subheading, although it's not required. In an online PDF file, use the document's page numbers.

> Ormerod (2005) states that "For the first time in the history of capitalism, the distribution of world income between countries became more equal in the second half of the twentieth century, and in particular during its final quarter" (p. 46).

> "For the first time in the history of capitalism, the distribution of world income between countries became more equal in the second half of the twentieth century, and in particular during its final quarter" (Ormerod, 2005, p. 46).

> "Unlike traditional direct mail with its hefty postage, printing and handling costs, you can blast out an e-mail marketing campaign for little more than the list rental cost alone" ("Which ad," E-mail marketing section, para. 1).

2 AUTHORS

If a source has two authors, cite both names every time the source appears in the text. Note that the two names are linked by an ampersand (&) in the parenthetical citation, and by the word "and" in the narrative.

> "Social capital can be viewed as the web of connections that link people together, such as family, religious, civic, and social action groups" (Fusaro & Miller, 2002, p. 149).

Fusaro and Miller, (2002) define social capital as the connections people make as part of groups.

3-5 AUTHORS

If a source is authored by three to five people, use all authors' names in the first in-text citation. In subsequent citations, use the first name, followed by et. al.

First reference:

McNamara, Watson and Wittmeyer (2009) studied the culture change that accompanies succession in a small business enterprise.

Subsequent references:

Periodic review of the successor helps close the gap between skills and competencies (McNamara et al., 2009) .

6 OR MORE AUTHORS

If a source has six or more authors, use the first author's name, followed by et al. in all in-text citations.

According to Conroy et al. (2008), career intervention programs can help minority employees overcome barriers to advancement.

NO AUTHOR

If there is no author, use the work's title in the signal phrase, or use the first 1-2 words of the title in a parenthetical citation. Book, periodical or report titles are italicized. Article, chapter or Web page titles are enclosed in quotation marks. (If the author is listed as Anonymous, use the word "Anonymous" as the author.)

Yellow Pages Marketing (2007) advises advertisers to measure the effectiveness of their space ads.

"Federally insured reverse mortgages allow homeowners 62 and older to borrow against home equity and receive tax-free cash" ("Financial traps," 2009).

CORPORATE AUTHOR

If the document was produced by a government body, company or other organization, use the organization's full name in the first citation, and an abbreviation (if easily recognized) in subsequent citations.

First reference:

General Electric has partnered with Texas Tech University to produce water desalination systems to improve drinking water globally (General Electric, 2009).

Subsequent references:

The focus of the research partnership will be the integrated control and optimization of the two systems to improve operations, reduce capital cost and reduce energy consumption (G.E., 2009).

SECONDARY SOURCE

Sometimes one source is cited in another source. In this case, use the original author's name in the narrative. Use the secondary source (where *you* found the information) in the in-text citation, preceded by the words, "as cited in."

> Sociologist Cedric Herring found that companies with diverse workforces have higher sales than companies with low levels of diversity (as cited in Conner, 2009).

2 SOURCES, SAME AUTHOR

If you used two or more sources produced by one author in the same year, you should distinguish between the sources by adding a lower case letter after the date in the reference list citations. Use the same letters in the in-text citations.

> Approximately 37 percent of a marketing budget is spent on channel intermediaries (Bates, 2009b) .

2 OR MORE SOURCES IN SAME PARENTHESES

To cite two or more works in the same parentheses, list the sources alphabetically, as they appear in the reference list.

> Several studies (Nicholas, 2005; Sandlin, 2003; Zeller, 2008) conclude that transformational leadership benefits women in business.

Unknown Date

If the source doesn't list a publication date, use the abbreviation n.d. (for "no date"), just as you would in the reference list citation.

> Setting the VAT at 15 percent would produce $150 billion in revenue. (Tumavich, n.d.).

PERSONAL COMMUNICATIONS

Personal communications (emails, interviews, letters, phone calls, etc.) are not included in the reference list. They are cited in-text only. Use the source's last name and first initial, and the exact date the communication occurred.

> J. T. Madison (personal communication, August 18, 2009) explained that 70 percent of Kramer Industries' employees attended at least one training event in 2008.

> 70 percent of Kramer Industries' employees attended at least one training event in 2008 (J.T. Madison, personal communication, August 18, 2009).