

HELP! HOW DO I CITE A PAPER ACCORDING TO

APSA

EASY AS 1-2-3

1. Identify your source type.
2. Find an example.
(May not be on this handout!)
3. Mirror the example.



IN TEXT (PARENTHETICAL CITATIONS)

Remember: Citations are required for direct quotations, paraphrasing, and facts or opinions not generally known or easily checked.

Where do parenthetical citations go in my paper?

A parenthetical citation is usually placed at the end of a sentence before the punctuation. When using a direct quote, the citation follows the end quotation mark and before the punctuation. A source can be introduced into your paper in a variety of ways. For example,

Martinez (2008, 355) said... **OR** In a recent study (Martinez 2008), ... **OR** In 2008, Martinez said...

What should I include in my parenthetical citations?

Include the author's last name and year inside parentheses. If a direct quote is used, add a comma after the year, followed by the page number(s). Note: "p." and "pp." are not used.

Examples:

Book/Article

(Fraser 1989, 304)

Book/Article with multiple authors

Two or three authors = include all last names in each citation.
(Roberts, Smith, and Haptonstahl 2016)

Four or more authors = use only the first author's last name and "et al." in all citations.
(Angel et al. 1986)

Government documents

Use the normal author-date format (seen above). If the name of the government agency is long, use the full name initially and use an acronym for all following citations.

First mention: (U.S. International Trade Commission 1978, 12; hereafter USITC) All subsequent mentions: (USITC 1978, 16)

Law or Statute

Provide the full name of the law/statute and year. (No Child Left Behind Act 2001)



FORMAT YOUR PAPER

- Margins should be set at no less than 1"
- Times New Roman or Palatino, 12 pt. font preferred
- Double-space text except block quotations (5 or more lines, not enclosed in quotation marks)
- Page numbers begin in the header of the first page of text with Arabic number 1
- Title Page: Title should be centered, third of the way down the page. Name, class info, and the date should follow several lines later. All double-spaced.
- Reference list follows from main body, sorted alphabetically by first author's last name. Use hanging indentation (Not Shown)

REFERENCE LIST

The reference list should be titled **References**.

List all references **alphabetically by the author's last name**.

All sources cited in the text must appear in the reference list.

Book

Format: Last Name, First Name. Year. *Title of Book*. Place of Publication: Publisher.

Example: Gates, Robert M. 1997. *From the Shadows: the Ultimate Insider's Story of Five Presidents and How They Won the Cold War*. New York: Touchstone.

Part of an Edited Book

Format: Last Name, First Name. Year. "Title of Essay or Chapter." In *Title of Book*, ed, Editor's First Last Name. Place of Publication: Publisher, page range.

Example: Levine, Charles H. 1990. "Human Resource Erosion and the Uncertain Future of the U.S. Civil Service." In *Current Issues in Public Administration*, ed, Frederick S. Lane. Washington, DC: American Psychological Association, 329-353.

Journal Article from a Database

Format: Last Name, First Name. Year. "Title of Article." *Title of Journal* Volume (no. Issue): page range. DOI or URL.

Example: Aldrich, John H. 1980. "A Dynamic Model of Presidential Nomination Campaigns." *The American Political Science Review* 74 (3): 651-669. doi:10.2307/1958148.

Executive Department Document

Format: Corporate Author. Year. Title. Place of Publication: Publisher.

Example: U.S. Department of Commerce. Bureau of Census. 2006. *Statistical Abstract of the United States*. Washington, D.C.: Department of Commerce.

Law or Statute

Format: Name of Statute or Law. Year. U.S. Code or Statutes at Large. Vol. no., sec. no., page number.

Example: Administrative Procedure Act. 1946. Statutes at Large. Vol. 60, sec. 10, p. 243.

REMEMBER!

When you include a quote or borrowed idea in your paper, introduce it with a **signal phrase!**

This provides context for source material.



ADDITIONAL HELP

This handout is only a sample of basic APSA formatting. If you have questions, talk to a librarian or consult the *Style Manual for Political Science*, Revised 2018 Edition (available in the library).

Citing Subject Guide

<http://guides.mga.edu/citations>

Style Manual for Political Science Online

<https://connect.apsanet.org/stylemanual/>



Adapted from a guide created by Autumn Johnson at Savannah State University



Middle Georgia State University Library

<https://www.mga.edu/library/>