

REMEMBER THAT IN APA WE NEED TO GIVE AUTHOR/DATE/LOCATION IN OUR TEXT TO PROPERLY REFER TO OUR SOURCE.

When you give an author's name in the sentence—whether it's a person or a company—and you're also quoting or paraphrasing from the source, put the date right after that name—only the year!

Lopez (2004) says, ". . . .

That takes care of the **author/date** part. You also need the **location**. If you have a print source or a pdf, one with page numbers that looks just like the document would, like this [Lopez](#) article, use the page number:

Lopez (2004) says, "Mise-en-scene (set and setting inside camera frame) creates cultural and ideological context" (p. 1).

Notice that I moved the period to after the citation, and that I put a space after the p and before the number: (p. 1).

Now we've given ♪ Author-Date-Location ♪

What if you don't have page numbers and it's a reading?

If you don't have page numbers and it's something you read, you will give the section heading and paragraph number. For example, the article "[The Power of Images: Creating Myths of Our Times](#)" is on the web and has no page numbers. So, using it in our essay might look like this:

According to Davis (1992) "in our culture pictures have become tools used to elicit specific and planned emotional reactions in the people who see them" and many ads do just that. ("What are Images," para. 1).

In this case, I've used both the title of the section from the article and the paragraph number in that section where the quote is from. If the section heading is long, shorten it.

If you don't have page numbers give the section and paragraph number you found the quote in. If you don't have the section, give at least the paragraph number. (I know this is a change from my instructions in the video, but APA just updated this, so we'll follow their guidelines.)

See this page on the Purdue OWL for information on the [basics of APA In-Text Citations](#). See this page for information about [weird things with authors' names](#) and other stuff—organization as author, source with no page numbers, etc.

Video or Audio Locations

As of the newest version of the APA rules, putting in the time stamp for quotes or paraphrases from video or audio is required. In that case, only provide the time stamp for the *beginning* of the section you are quoting or paraphrasing from. Give it in hours, minutes, and seconds, skipping hours or seconds if not available. Put a colon between each section: hh: mm: ss.

People often "confuse a semicolon with a colon. They are not the same" (Wood, 2015, 05:22).

♪ Author-Date-Location ♪ Author-Date-Location ♪ Author-Date-Location ♪

References Page Citation for a Video Advertisement

Company Name [Advertisement]. (YYYY, Month #). *Title of video ad in italics* [Video file]. YouTube.
<http://youtube.com/dajf;dkjf; dfj;l/kdjf;a>

For Example:

Pepsi [Advertisement]. (2010, July 22). *Pepsi commercial HD - we will rock you (feat. Britney Spears, Beyonce, Pink & Enrique Iglesias)* [Video file]. YouTube. https://youtu.be/W7jkygJ_QNo

Cite an Article from the Web for Your References Page

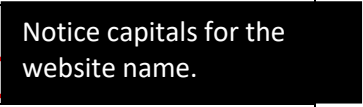
The basic format for a webpage or article looks like this:

Author, F. M. (Date). *Title of article or page in italics*. Name of Website. <http://www.whatever.zen>

For example:

Simler, K. (2014, September 10) *Ads don't work that way*. Melting Asphalt.

<http://www.meltingasphalt.com/ads-dont-work-that-way/>



Notice capitals for the website name.

If the source is from the author or organization's website *and* listing the title would be a repeat of their name(s), don't give the name of the website after the article title:

Centers for Disease Control and Prevention. (2012, December 10). *Concussion in winter sports*.
<http://www.cdc.gov/Features/HockeyConcussions/index.html>

Sometimes you will not have a publication or upload date. In that case you use n.d. (no date) in place of the date. That looks like this:

Wood, K. (n.d.). *In-text citations*. Kelli Dot Ninja. <http://kelli.ninja/1301/e3/Cite%20Ad%20Website.pdf>

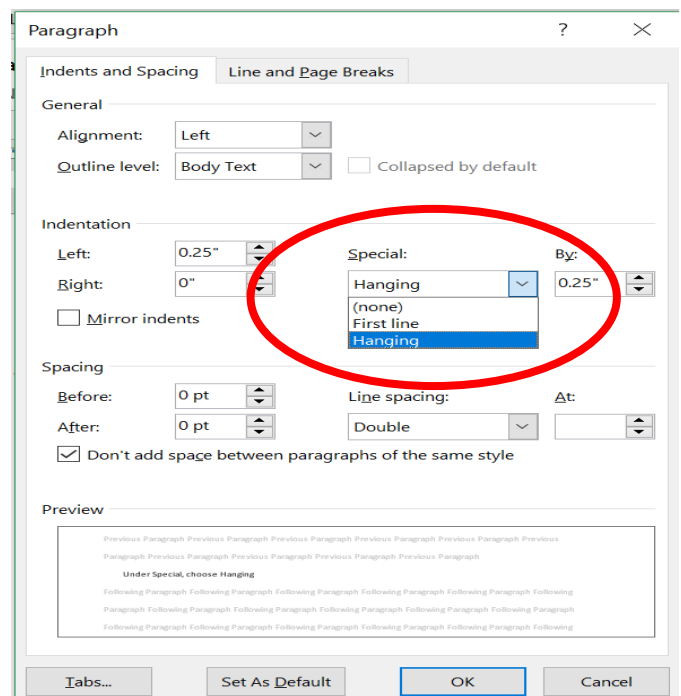
Use n.d in BOTH the References page citation and in the in-text citation when you don't have a date.

Format a Hanging Indent

1. Type up your citation according to the directions. Press Enter at the end of each citation.
2. Once you're done with all of them, highlight the citations
3. Right click and select Paragraph
4. Under Special, choose Hanging

In Google Docs, select Format→
Align & indent→ Indentation Options→
Special→ Hanging

[Instructions to get a hanging indent in other word processors.](#)



Reminders for Citations with URLs

IF you are turning in a PRINT copy, remove the active hyperlinks

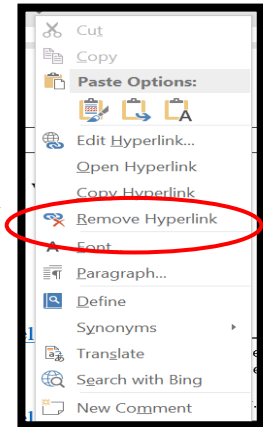
Right click on the hyperlink, and select "Remove Hyperlink" on each section of the hyperlink as needed.

Wood, K. (2017, August). *Writing down the basics*. Kelli dot Ninja.

<http://kelli.ninja/ Writing down the Basics.pdf>

Wood, K. (2017, August). *Writing down the basics*. Kelli dot Ninja.

http://kelli.ninja/ Writing_down_the_Basics.pdf



Below are some of the comments I make most often on student papers in APA format.
Read them so we can both avoid seeing them in your paper! 😊

NO IN-TEXT OR SIGNAL PHRASE

Make sure to use signal phrases to show where your information came from and to help with the formal voice and academic tone.

- [Signal Phrases and How to Use Them](#)
- [A Guide to Rhetoric, Genre, and Success: Signal Phrases](#)
- [Capella University: Signal Phrases](#)
- [Purdue OWL guide to signal phrase differences in MLA vs APA and verb tense](#)
- [Avoiding Dropped Quotations](#)
- [Writing down the Basics](#), "Punctuating He/She Quotes" and the APA In-Text Citation pages
- In-text citation: [the basics](#)
- In-text citation: [multiple authors and organizations](#)

INTEGRATING QUOTES—He/She says vs. colon

Remember that the quotes you use always need to be connected to one of your sentences.

If you have any version of he/she says (she points out, he writes, they claim) and it's right before the quote use a comma after it. If you have a quote that is not connected to any of your sentences, most of the time you can put a colon at the end of the sentence right before the quote. Make sure it reads smoothly from your sentence into the quote. See the section "Punctuating He/She Quotes" in the Quotation Mark section of [Writing down the Basics](#).

TREATING TITLES IN-TEXT

In the text of your paper always put the titles of short works in "quotation marks" and the titles of long works in *italics*. On the References page, do whatever APA instructs—it is often different from the standard rules.

PUNCTUATION

When the quote is in with your sentence like this (not a long quote) remember to move the period over after the citation. If there was a question mark or an exclamation point at the end of the quote, you'd leave it there *and* put a period at the end of the citation. However, if both are periods, the first one is cancelled out and you only need the last one.

... quoted text" (citation).

... quoted text?" (citation).

If you have a long quote—more than forty words, make sure to indent it, and then put the punctuation *before* the citation:

Pretend this is the sentence leading into the quote:

These are 40 or more of someone else's words. (citation)

DROPPED QUOTE

This is a dropped quote. Integrate your quote—don't just drop it in without connection. Review the Integrating Sources section. Pay special attention to the section on Using Signal Phrases. Check this out too: [APA Signal Phrases for Quotes/Paraphrases](#).

LONG QUOTES

Remember, when you use a quote in APA that is longer than 40 words, you need to enter, and indent to set it off. Do not use quotation marks unless there are existing quotation marks in the quote you use. Put the period before the final in-text citation (location). [Check out the Purdue OWL's discussion of this.](#)

NO PERSONAL PRONOUNS

Avoid the personal pronouns (I/me/my/you/your) in formal academic writing unless they're in quotes you use from sources. In my classes, you may use we/us/our in formal papers when referring to society at large, but always check with other professors—some do not even allow those.

On the other hand, do NOT use *one*, as in "One must not use one, or one will be scolded by one's English teacher about the pretentious nature of using one." 😊 Review the section "Avoiding Personal Pronouns" in the Formal Writing section of [Writing down the Basics](#) for some examples of changing wording with personal pronouns, and this webpage, ["How to Avoid Using Personal Language,"](#) for more suggestions and examples.

MISCELLANEOUS

- Don't start by saying "In this ad" when you haven't even mentioned the ad and the company. That applies even if the name of the ad and/or the company is in your title.
- Don't use the assignment, question, or the topic of your paper as a title. Don't use the title of your reading or sources as your title. Those titles are already taken. Notice the titles of the samples we read as we go through the class on the essay webpage and check out this handout on [How to Find a Catchy Title for Your Paper/Essay](#).