

Discover APA Referencing

Question	Answer
What is APA?	It stands for <i>American Psychological Association</i> (APA). This organisation has produced a writing style guide, and we are using the latest version (7th edition, 2020) on our campus.
What is a reference?	It is the name of a source used to get information (for essays, reports, PowerPoint slides, and talks).
What do I reference?	You need to reference the words and ideas you use to develop your argument. These may come from: books, journals, newspapers, lecture notes and slides, YouTube downloads, interviews, web documents, photos, graphs, tables, movies, songs, poems, podcasts, TV programs ...
What if I read something and put it into my own words?	Great! This is what you are supposed to do! However, even if you take someone else's words or ideas and express them in your own words, you still need to include a reference.
Where does the reference go?	It goes in two places: next to the words/ideas you borrowed (an in-text citation) and at the end of your paper (the reference list).
How do I reference?	This depends on what kind of source you use. Have a look at the document "Use the APA Reference Guide."
What if I don't have all the information?	<p>It is your job to find all the information needed to reference correctly, but if something is missing, follow these rules (APA, 2020).</p> <ul style="list-style-type: none"> • No copyright date? Use (n.d.) = no date (9.17, p. 291). • No page number? Web pages often have no page number, so—for a direct quote—include the paragraph number instead (e.g. para. 7). • No author? Use the name of the editor, followed by (Ed.), where the author's name would be. • No author or editor? Use the name of the organisation (e.g. Department of Education) where the author's name would be (9.7, p. 286). • No author, editor, or organisation? Use the first few words of the source's title where the author's name would be (9.12, p. 289).
What if the pattern I need is not on this sheet?	<ul style="list-style-type: none"> • Google your question (e.g. How do I reference a dictionary using APA 7th edition?) • Follow this link: www.apastyle.apa.org
What if I forget to reference?	You may lose marks or even fail the assignment. Correct referencing is a skill you must pick up. Ask for help if you need it.

References

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). Author.