Electronic books: include author(s), year, title, edition (other than first edition), and the DOI, if available, or the web address from which it was retrieved.

> Melchers, G., Shaw, G., & Shaw, P. (2013). *World Englishes* (2nd ed.). Retrieved from http://lib.myilibrary.com
>
> Miller, D. (2016). *Social media in an English village*. doi:10.14324/111.9781910634431

Journal, magazine and newspaper articles: include author(s), year, title of article, full journal or magazine title, volume number, issue number and page numbers. For newspaper articles, give the full date and page number.

> Jones, P. (2011). Revisit: Reframing Park Hill. *Architectural Review, 230*(1376), 83-93.
>
> Harford, T. (2010, May 29). Does free Internet access really exist? *Financial Times*, p. 14.

Electronic journal, magazine and newspaper articles: give the same details, where available, as for print but add the DOI. If there is no DOI give the web address of the article or the service used to access it.

> Shute, V. J., Wang, L., Greiff, S., Zhao, W., & Moore, G. (2016). Measuring problem solving skills via stealth assessment in an engaging video game. *Computers in Human Behavior, 63*, 106 -117. doi:10.1016/j.chb.2016.05.047
>
> Hobson, R. (2016, June 4). MCC could cut bats down to size. *The Times.* Retrieved from http://www.lexisnexis.com

Web pages: include the author(s), year, title and the web address. If you cannot identify an author, reference the web page by title. For some sources, it may be appropriate to include the full date if available, e.g. blog posts.
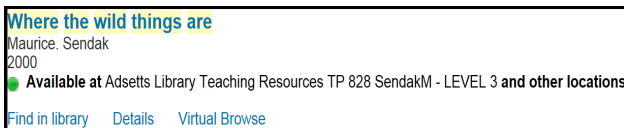
> British Film Institute. (2016). BFI Film Fund. Retrieved from http://www.bfi.org.uk/supporting-uk-film/film-fund
>
> Young, H. (2016, June 2). What do 'skills' mean for school governing bodies? [Blog post]. Retrieved from https://ioelondonblog.wordpress.com/2016/06/02/what-do-skills-mean-for-school-governing-bodies/
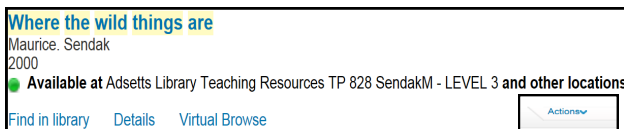
Advice on using italics when referencing websites can vary depending on the referencing guidance you use - the above now follows APA best practice.

Why not try using Library Search to create an APA reference!

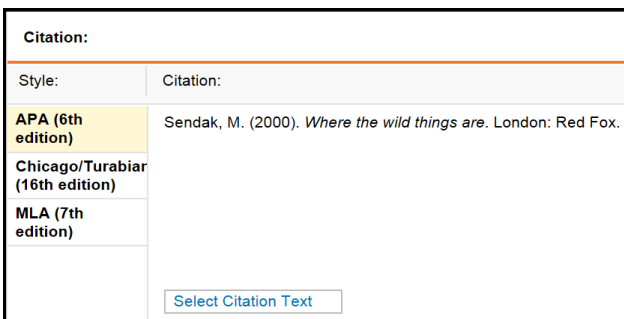Go to the Library Gateway and, in Library Search, search for your research interest.

Where the wild things are
Maurice. Sendak
2000
● Available at Adsetts Library Teaching Resources TP 828 SendakM - LEVEL 3 **and other locations**

Find in library   Details   Virtual Browse

The example shown here is a print book.

Where the wild things are
Maurice. Sendak
2000
● Available at Adsetts Library Teaching Resources TP 828 SendakM - LEVEL 3 **and other locations**

Find in library   Details   Virtual Browse   Actions▾

Click on the title of the item and click on the **Actions** link and select **Citation**.

A Citation box will open. Make sure you choose the APA style. You can now copy and paste the APA citation.

Citation:

Style:	Citation:
APA (6th edition)	Sendak, M. (2000). *Where the wild things are*. London: Red Fox.
Chicago/Turabian (16th edition)	
MLA (7th edition)	
	Select Citation Text

Warning: online tools and apps like Library Search are quick to generate references but you still need to check for any missing or incorrect information to ensure you provide accurate APA references.

For example, Library Search does not include DOIs or web addresses in the APA reference for online resources. You need to add in either a DOI or web address to references for online resources.

Sheffield Hallam University

APA Referencing
A quick guide

Help

You can find more information and resources, including online tools and apps, on the Help with Referencing guide on the Library Gateway:

libguides.shu.ac.uk/referencing

Go to libguides.shu.ac.uk/help/contact for information about Helpdesks, email, and 24 hour chat and phone support.

Introduction

Accurate and consistent referencing is essential in all academic work. This leaflet sets out the basics of the APA referencing style (6th edition). Some lecturers may require you to use a different method or style.

Whenever you use work by someone else, you must acknowledge it in two places:

- By citation in the main body of your text. Citations should enable a reader of your work to find the full details of your sources in your reference list.

- By reference in a list at the end of your work. References should enable a reader of your work to find your sources.

You are strongly advised to keep detailed records of all the sources you use.

Online tools and apps

APA is a widely recognized style supported by Library Search and a range of tools and apps. You can find more information and resources on the Help with Referencing guide at libguides.shu.ac.uk/referencing

Using online tools and apps may make your referencing easier. When using them, take care to check the accuracy of references/citations produced and correct when necessary.

Please be aware that, although sharing of documents is possible using many of these tools, documents are covered by copyright law and sharing them is a breach of the law unless you own the copyright, copyright has been waived, or the document is out of copyright.

Citing sources in your work

Referring to someone else's work or ideas in the main body of the text of your work is known as 'citing'. In the body of your text, cite by giving both the author's family name (usually their last name) and the year of the source in brackets.

> In a recent study (Gibbs, 2009) it is argued...

If you have already identified the author, give only the year in brackets.

> Gibbs (2009) believes that...

Include page numbers, if available, for direct quotations or when referring to a particular part of the source.

> Gibbs (2009, p. 2) states that "..."...

For two authors, give the family names of both authors linked by **&** inside brackets or **and** outside brackets.

> It has been argued...(Jindal & Kapoor, 2015)
>
> Jindal and Kapoor (2015) argue...

If you cannot identify the year, use **(n.d.)** to show that there is no date.

> (Smith, n.d.)

The table below shows how to cite different numbers and types of authors.

Authors	Example citations
One	(Gibbs, 2009) or Gibbs (2009)
Two	(Jindal & Kapoor, 2015) or Jindal and Kapoor (2015)
Three, four, or five - **first citation**	(Klitzke, Schroeder, Selinka, Szewzyk & Chorus, 2015) or Klitzke, Schroeder, Selinka, Szewzyk and Chorus (2015)
Three, four or five - **subsequent citations**	(Klitzke et al., 2015) or Klitzke et al. (2015)
Six or more - **every citation**	(Shirokova et al., 2013) or Shirokova et al. (2013)
Corporate author or organisation	(British Airways, 2015) or British Airways (2015)
No author whole work - **cite the title**	(*Dictionary of Biology*, 2004) or *Dictionary of Biology* (2004)
No author part of work - **cite the title**	("Editorial," 2015) or "Editorial" (2015)

Reference lists

At the end of your work, there should be a reference list.

Your reference list should include details of each source you have quoted or referred to in the body of your text.

References should be arranged in one alphabetical sequence, by name of author or corporate author. If there is no author, list the source by title. Use authors' initials rather than full given names in your reference.

The table below shows examples of how to reference authors in most situations. This is the same for all sources.

Number of authors	Example of names at the start of reference
Up to seven authors - **list all**	Brown, C. V., DeHayes, D. W., Hoffer, J. A., Martin, W. E., & Perkins, W. C. (2009)
Eight or more authors - **list first six, link with …** **then add last author**	Paredes, B., Widera, A., Murg, V., Mandel, O., Fölling, S., Cirac, I., … Bloch, I. (2004)
Corporate author	British Airways. (2015)
No author whole work	*Dictionary of Biology*. (2004)
No author part of work	Editorial. (2015)

The following shows different examples of APA references . You can find more examples on the Help with Referencing guide at libguides.shu.ac.uk/referencing

About DOI: for electronic sources, include the DOI (Digital Object Identifier) if you have it. If there is no DOI, include a web address.

Books: include the author(s), year, title, edition (if it is not the first edition), place of publication and publisher. You will usually find the relevant information on the title page and following pages. If a book is an edited collection, show this by adding (Ed.) or (Eds.) after the last editor's name.

> Rigby, J. (2015). *English gothic: Classic horror cinema 1897 -2015* (4th ed.). Cambridge: Signum.
>
> Hall, A., Scott, S., & Buckland, M. (Eds.). (2016). *Clinical immunology*. Oxford: Oxford University Press.