APA Citation Basics
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At the end of this worksheet, students will be able to

- Acknowledge the contributions of others
- Establish credibility for their own work
- Direct readers to source materials
- Apply basic knowledge of how to create and format APA citations

Why do I need a citation?

- Citations are a way to credit the work of others who have made your own research possible
- Citations allow your readers to find your source material
- Citations allow your readers to examine your topic by further reading
- Citations help establish the credibility of your own research

What is a citation?

A citation is a written reference to a specific work such as a book, report, article, or music score produced by a creator (a particular author, editor, or composer). APA style is used primarily in the social sciences. APA style requires acknowledgement of a source within the text of a paper along with a corresponding entry on the References page, located at the end of a document.

Example of an In-text Citation

| ENVIRONMENTAL SOLUTIONS TO FUEL-BASED VEHICLES | 10 |

Penetrating the mass market of hydrogen fuel cell cars involves recognizing a series of challenges; from the car manufacturers’ point of view “The challenge is to create an aesthetic that is of the moment and in keeping with the spirit of an age in which people value the planet and its resources (Hordeski, 2009, p. 154).

Figure 1 Two-Part Citation Process: In-Text Citation Example
**Part 1: Documenting your sources within your paper**

**What is an In-text Citation?**

An in-text citation involves referencing the works of others in your text. A parenthetical citation is the method that requires placing relevant source information within a parenthesis after a quote, a paraphrase, or a summary. However, if the author has already been introduced in a short introductory statement (signal phrase) just enclose the page number only in parenthesis. APA style uses the *author–date citation system*. All in-text citations should include: author and date; however, some in-text citations like quotations also require page number.

**Quotations**

Quoting a source means you are stating what someone else has written word for word, using the author’s own words. Enclose the quotation within double quotation marks. Provide the author, year of publication and specific page citation in the text. Include a complete reference on the Reference list.

**Example of a Short Quotation**

Enclose within quotation marks quotes comprising fewer than 40 words. If the author is part of the narrative, enclose the year and page number in parenthesis, or, you may cite the source in parenthesis right after the quotation marks. Place a period or other punctuation outside the final parentheses.
Penetrating the mass market of hydrogen fuel cell cars involves recognizing a series of challenges; from the car manufacturers’ point of view “The challenge is to create an aesthetic that is of the moment and in keeping with the spirit of an age in which people value the planet and its resources” (Hordeski, 2009, p. 154).

**Figure 4 Short Quotation: Parenthetical Citation**

**Example of a Long Quotation**

For quotations of 40 or more words, place the quotation in a freestanding block of text without quotation marks. Start the quotation on a new line, indented 1/2 inch from the left margin. After the closing punctuation mark, if the author has already been introduced, provide the year of publication, and page number preceded by p. or pp. between brackets. Otherwise, provide author, date, and page number between brackets.

Bellaby, Flynn, and Ricci observed the following in regards to the worldwide widespread adoption of hydrogen energy:

> Hydrogen energy has taken off already in places where there is a keen interest in substituting hydrogen for imports of fossil fuels (as in Japan); a comparative advantage in harnessing natural resources (such as Iceland’s geothermal power); or local skills that lend themselves to use of hydrogen energy (as may be found in some recently de-industrialized regions, as in the UK). However, for environmentally sustainable energy to diffuse rapidly on a world scale, there has to be an international commitment to reduce carbon dioxide and other damaging emissions from fossil fuels. This would be for the benefit of future generations, not so much current consumers. For that commitment, high levels of trust and cooperation will be necessary. (2012, p. 334)

**Figure 5 Long Quotation (Signal Phrase)**

In regards to the worldwide widespread adoption of hydrogen energy it is important to emphasize the following:

> Hydrogen energy has taken off already in places where there is a keen interest in substituting hydrogen for imports of fossil fuels (as in Japan); a comparative advantage in harnessing natural resources (such as Iceland’s geothermal power); or local skills that lend themselves to use of hydrogen energy (as may be found in some recently de-industrialized regions, as in the UK). However, for environmentally sustainable energy to diffuse rapidly on a world scale, there has to be an international commitment to reduce carbon dioxide and other damaging emissions from fossil fuels. This would be for the benefit of future generations, not so much current consumers. For that commitment, high levels of trust and cooperation will be necessary. (Bellaby, Flynn, & Ricci, 2012, p. 334)

**Figure 6 Long Quotation (Parenthetical Citation)**
**Paraphrase and Summary**

To paraphrase is to put someone else's ideas in your own words. Summarizing involves using your own words to draw out the main argument(s) of the original work (a novel, article, film, etc.), but reducing its length.

**Example of a Paraphrase**

When paraphrasing an idea from another work, provide the author’s name and year of publication. Even though it does not require a page or paragraph number, APA encourages the inclusion of this information if this helps the reader locate the cited passage in a long text. Include a complete reference entry on the Reference list.

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**ENVIRONMENTAL SOLUTIONS TO FUEL-BASED VEHICLES**

The Environmental Protection Agency (EPA) states that fuel cell vehicles (FCVs) have become commercially available, predominantly in areas like California where there is access to hydrogen fueling stations, and production is expected to increase as hydrogen infrastructure and its technology expand (2017).

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**Figure 7 Paraphrase**

**Citing a Source by Two Authors**

When quoting or paraphrasing a source with two authors, provide both authors in the signal phrase or in parentheses each time the work is mentioned. Use the word "and" between the authors’ names in the signal phrase and the ampersand (&) if the authors are part of a parenthetical citation and reference entry.

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*Johnson and Ogden* (2012) discussed the Hydrogen Production and Transmission (HyPAT) model capabilities along with a case study of hydrogen infrastructure deployment for the southwestern U.S. region.

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**Figure 8 Example of a Source with Two Authors (Signal Phrase)**

To illustrate the Hydrogen Production and Transmission (HyPAT) model capabilities, experts analyzed a case study of hydrogen infrastructure deployment for the southwestern U.S. region (*Johnson & Ogden, 2012*).

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**Figure 9 Example of a Source with Two Authors (Parenthetical Citation)**

**Citing a Source by Three to Five Authors**

For works by three, four or five authors, list all authors in the signal phrase or in the parenthesis the first time you cite the source. Use the word “and” between the authors’ names within the text, and the ampersand (&) in the parenthesis and Reference entry. In subsequent citations include only the first author's name followed by the phrase “et al.”
Bellaby, Flynn, and Ricci observed the following in regards to the worldwide widespread adoption of hydrogen energy:

Hydrogen energy has taken off already in places where there is a keen interest in substituting hydrogen for imports of fossil fuels (as in Japan); a comparative advantage in harnessing natural resources (such as Iceland’s geothermal power); or local skills that lend themselves to use of hydrogen energy (as may be found in some recently de-industrialized regions, as in the UK). However, for environmentally sustainable energy to diffuse rapidly on a world scale, there has to be an international commitment to reduce carbon dioxide and other damaging emissions from fossil fuels. This would be for the benefit of future generations, not so much current consumers. For that commitment, high levels of trust and cooperation will be necessary. (2012, p. 334)

Figure 10 Example of a Source with Three Authors (Signal Phrase)

Bellaby et al. emphasized the importance of an international commitment to reduce emissions “for environmentally sustainable energy to diffuse rapidly on a world scale” (2012, p. 334).

Figure 11 Example of a Source with Three Authors (Parenthetical Citation)

Citing a Source by Six or More Authors

For sources with six or more authors, provide the first author’s name followed by et al. in the signal phrase or in parentheses. The reference entry for sources with up to seven authors should include all last names and initials using commas to separate author names; precede the last author’s name by the ampersand (&).

Dodds et al. (2015) reviewed the potential benefits of hydrogen and fuel cell technologies as low-carbon alternatives for heat provision.

Figure 13 Example of a Citation. Source with Six Authors
Reference entries for sources with more than seven authors should list the first six authors; use an ellipsis in place of the author names preceding the final author’s name.

Organization as an Author

If the author is an organization or a government agency, provide the organization in the signal phrase or in the parenthetical citation the first time you cite the source. If the organization has a well-known abbreviation, include the abbreviation in brackets the first time the source is cited and then use only the abbreviation in later citations.

Note: for works without an author, cite the source by its title in the signal phrase or use the first word or two in the parentheses. Titles of books and reports should be italicized; titles of articles, chapters, and web pages should be enclosed between quotation marks. Capitalize important words in titles for the in-text citations, but not when including the title in the reference entry on the Reference list.

Part 2: Creating a Reference List

How do I create a citation?

Below are the core elements required for a reference entry for three common sources types. These core elements are presented in the order in which they should appear; each element is also followed by the required punctuation mark. When available, use all of the information required to create bibliographic citations.
Common Sources: Core Elements of Citations:

Journal Article: Identifying its core elements


![Figure 17: Journal Article: Core Elements of a Citation]

Journal Article: Formatted citation


Webpage: Identifying its core elements


![Figure 18: Webpage: Core Elements of a Citation]
**Webpage: Formatted citation**


**eBook: Identifying its core elements**


![Figure 19: eBook. Core Elements of a Citation](image)

1. Author 2. eBook Title: Subtitle 3. Year of publication 4. URL (refer to the homepage of the online library)

**eBook: Formatted citation:**

References


