

Citation Protocol

Purpose

The purpose for citing the sources of information you use in the reports and presentations you create is threefold. First, it gives credibility to the information you are presenting. If your source is a scientific journal, such as *Scientific American* or *Nature*, the information will have more credibility than if the source is the *National Enquirer* magazine found at supermarket checkouts. Second, it allows someone to look up the source to get more information. Third, the citation gives credit to the original author(s). Just as you want credit for writing your report or your presentation, the person or persons who wrote the information you used in your report want credit for their work.

Citation Style

Who determines the format for citations?

The rules for citation style as published in the *Publication Manual of the American Psychological Association, Sixth Edition* are commonly accepted for use in scientific research and writing. This style manual was “designed to advance scholarship by setting sound and rigorous standards for scientific communication” (APA, 2010). PLTW curriculum follows many of these style rules as adapted in the examples and protocols in this document. It is recommended that teachers purchase the APA manual to use as a reference in the classroom or laboratory.

Additional online resources about citation style include the following:

- Purdue University Online Writing Lab (OWL)
- American Psychological Association (APA) Basics of APA Style Tutorials
- American Psychological Association (APA) APA Style Blog
- Cornell University Library Citation Management

Where in my report or presentation do I cite my information sources?

You provide the sources of information in two places within your report or presentation. The first place is immediately following the information you used from the source. This is called the *in-text citation* because it is on the same line or in the same paragraph as the information. The second place you provide the source is in a list at the end of your document in a Bibliography or References section.

In-text Citations

How do I write an in-text citation?

APA style uses the author-date citation format. The format allows readers to find the sources cited in text in the references list, where each source is fully cited in an alphabetical list.

- To create a citation within text, include the author's surname and year of publication in parentheses. "(Robertson, 2018)"
- For a direct quotation, include the page number or specific location of the phrase or sentences in the original work. "(Poll, 2018, p. 3)"
- If there is more than one author, cite all names the first time you use the information from the source, for example "(Walker & Allen, 2004)". For subsequent references to the same source, use just the first author's name "(Walker et al., 2004)"
- If the name of the author is not known, then use the name of the organization or the title of the website home page instead of an author's name, for example "(National Institutes of Health, 2007)".

End-of-document Citations

The format of the end-of-document citation or reference list is more complicated. The general format is the same for all the different types of sources, including books, journals, newspapers, and web documents. This section provides examples of end-of-document citations for the most commonly used types of sources.

In general, a reference should contain the author name, year of publication, title of the work, and publication data.

How do I write an end-of-document citation?

The following are specific formats and examples of the end-of-document citations for different types of source material. These examples do not include all the different types of resources you could potentially use, but they are the ones you are most likely to use. If you use a resource that does not match these examples, see whether your school has the *Publication Manual of the American Psychological Association* or ask your teacher or a librarian for help.

Be sure to examine each of the examples carefully because the punctuation and capitalization are very specific and different from what you normally use. Remember to list the citations alphabetically by the first author's last name and to indent after the first line of a citation. If you use more than one resource by the same author, then list the citations for that author chronologically.

Periodicals include items published on a regular basis such as journals, magazines, newspapers, and newsletters. Periodicals can be in print or online.

General Reference Format

Author, A. A., Author, B. B., & Author, C. C. (year). Title of article. *Title of Periodical*, volume number, p–p. Retrieved from <http://xxxxxxxxxx>

Journal article, one author, DOI available

The digital object identifier (DOI) is a document identification number that can be found on most digital journal articles. If the DOI is listed with the reference information, include it in your citation as indicated.

Format	Author, A. A. (year). Title of article. <i>Title of Periodical</i> , volume number, p–p. doi:xx.xxxxxxxxxx
Example	Shyndale, G. W. (2010). Virtual truss design. <i>Journal of Software Engineering</i> , 14, 84–87. doi: 14.3291/0632-7640.42.4.756

Journal article, one author, DOI not available

If the DOI is not listed with the reference information, indicate the URL of the home page from which you retrieved the journal article.

Format	Author, A. A. (year). Title of article. <i>Title of Periodical</i> , volume number, p–p. Retrieved from http://www.xxxxxxxxxx (accessed month day, 2016).
Example	Shyndale, G. W. (2010). Virtual truss design. <i>Journal of Software Engineering</i> , 14, 84–87. Retrieved from http://www.jrnsoftwareeng/trussdesign (accessed June 10, 2017).

Website (non-periodical web document or report)

Provide the most detailed publication date possible. Use the publication date of the web page subheading if available. Otherwise, locate the website publication date. If no date is available, replace the date with "(n.d.)".

If no author is indicated, use the web page publisher as the author.

Format	Author, A. A., & Author, B. B. (Date of publication). <i>Title of document</i> . Retrieved from http://web address (accessed month day, 2016).
Examples	Angeli, E., Wagner, J., Lawrick, E., Moore, K., Anderson, M., Soderland, L., & Brizee, A. (2010, May 5). <i>General format</i> . Retrieved from http://owl.english.purdue.edu/owl/resource/560/01/ (accessed June 7, 2016). Sokowski, T. R. (n.d.). DNA proteins. <i>DNALife</i> . Retrieved from http://www.DNALife.DNAproteins.com (accessed June 7, 2016). DNALife. (2012, January). <i>DNA proteins</i> . Retrieved from http://www.DNALife.DNAproteins.com (accessed June 7, 2016).

Magazine article

Provide the date shown on the publication. Provide the month for monthlies or month and day for weeklies.

If the magazine article is retrieved from a hard copy magazine, no URL is necessary. If the magazine article is retrieved online, please include the appropriate URL.

Format	Author, A. A. (year, month). Title of article. <i>Title of Magazine</i> , volume #(issue #), p–p. Retrieved from http://www.xxxxxxxxxx (accessed month day, 2016).
Example	Williamson, H. K. (2011, January). Discrete transistor circuit design. <i>Tomorrow's Electronics</i> , 24(1), 15–22. Retrieved from www.tomorrowselectronics.com/discretetransistor (accessed June 10, 2017).

Daily newspaper article, no author

Format	Title of article. (year, month day). <i>Title of Newspaper</i> , p. Title of article. (year, month day). <i>Title of Newspaper</i> . Retrieved from http://www.xxxxxxxxxx (accessed month day, 2016).
Examples	Stem cell differentiation. (2012, March 14). <i>The Gazette</i> , C8. Stem cell differentiation. (2012, March 14). <i>The Gazette</i> . Retrieved from http://www.gazettedaily.com (accessed June 10, 2017).

Daily newspaper article with author

Format	Author, A. A. (year, month day). Title of article. <i>Title of Newspaper</i> , p. Author, A. A. (year, month day). Title of article. <i>Title of Newspaper</i> . Retrieved from http://www.xxxxxxxxxx (accessed month day, 2016).
Examples	Burkowski, D. O. (2009, January 14). Environmental impact of bioethanol. <i>Savannah Times</i> , A14. Burkowski, D. O. (2009, January 14). Environmental impact of bioethanol. <i>Savannah Times</i> . Retrieved from http://www.SavannahTimes.org (accessed June 10, 2017).

Book with one or more authors

Format	Author, A. A. (year of publication). <i>Title of book</i> . Publication Location: Publisher. Author 1, A. A., & Author 2, A. A. (year of publication). <i>Title of book</i> . Publication Location: Publisher.
Example	Calfee, R. C., & Valencia, R. R. (1991). <i>APA guide to preparing manuscripts for journal publication</i> . Washington, DC: American Psychological Association. Miller, F. H., Choi, M. J., Angeli, L. L., Harland, A. A., Stamos, J. A., Thomas, S. T., ... Rubin, L. H. (2009). Web site usability for the blind and low-vision user. <i>Technical Communication</i> , 57, 323–335.

After the sixth author's name, use an ellipsis in place of the author names. Then provide the final author's name. Do not include more than seven names.

Note If the book is retrieved online and provides a DOI, include the DOI in the reference.

If the book is retrieved online but does not provide a DOI, include the URL of the retrieval site.

If the book is retrieved as a hard copy, include the publication information.

Book with editor(s)

Format	Editor, A. A., Editor, B. B., & Editor, C. C. (Eds.). (date). <i>Title of book</i> . Location: Publisher.
Example	Duncan, G. J., & Brooks-Gunn, J. (Eds.). (1997). <i>Consequences of growing up poor</i> . New York, NY: Russell Sage Foundation.

Online encyclopedia or dictionary

Format	Entry name, if no author information available. (Publication date). <i>Name of Encyclopedia or Dictionary</i> . Retrieved from http://Web address (accessed Month day, 2016).
Examples	<p>Feminism. (n.d.). In <i>Encyclopædia Britannica online</i>. Retrieved from http://www.britannica.com/EBchecked/topic/724633/feminism (accessed June 6, 2016).</p> <p>Burkett, E. (2016, January 26) Feminism. In <i>Encyclopædia Britannica online</i>. Retrieved from http://www.britannica.com/EBchecked/topic/724633/feminism (accessed June 7, 2016).</p>

Video from a website (YouTube, blog)

Format	Author, A. A. [Screen name]. (year, month day). <i>Title of video</i> [Video file]. Retrieved from http://xxxxx (accessed June 6, 2016).
Example	Dean, J. (2008, May 7). <i>When the self emerges: Is that me in the mirror?</i> [blog comment]. Retrieved from http://www.spring.org.uk/2008/05/when-self-emerges-is-that-me-in-mirror.php (accessed June 7, 2016).

Computer software from a website (non-periodical web document, web page, or report)

Format	Author, A. A. (year of release). <i>Software Title</i> . (Version number) [Computer software]. Publication location: Publisher. Available from http://web-address
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Examples	<p>Ludwig, T. (2002). <i>PsychInquiry</i> [computer software]. New York, NY: Worth. Available from http://web address</p> <p>Hayes, B., Tesar, B., & Zuraw, K. (2016). <i>OTSoft: Optimality Theory Software</i> (Version 2.4) [Software]. Available from http://www.linguistics.ucla.edu/people/hayes/otsoft/</p>
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Computer software from a non-web source

Format	<p>Author, A. A. (year of release). <i>Title of Software</i>. (Version number) [Software]. Publication location: Publisher.</p>
Example	<p>Ludwig, T. (2002). <i>PsychInquiry</i> [computer software]. New York, NY: Worth.</p>