

American Psychological Association (APA) Style Guide for MIROS Publications

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1.0 American Psychological Association (APA) Style

The American Psychological Association (APA) style is an author-date citation style. It was developed mainly to aid reading and writing in social and behavioural sciences but has also been adapted by many disciplines.

There are two major components of the APA citation style: in-text citation and reference list. APA in test citation uses an author-date reference system in the text e.g. (Smith, 2010), followed by the detailed reference list at the end of the document. All in-text citations must have a corresponding reference list entry, and the converse applies for reference list entries.

This guide provides general format and examples on how to apply the APA citation style in writing exercises. Citing the works that influenced a researcher in preparing scientific writing would avoid charges of plagiarism. It is also indicating that a researcher has personally read the cited work, to support all facts and figures provided in his/her scientific writing. Thus, this guide is developed to help the MIROS researchers in organising scientific writing using consistent formatting based on the:

American Psychological Association. (2010). *Publication manual of the American psychological association* (6th Ed.). Washington: American Psychological Association.

2.0 General Rules

2.1 General notes: In-text citation

- a) Insert an in-text citation:
 - i. When your work has been influenced by someone else's work, for example:
 - When you directly quote someone else's work
 - When you paraphrase someone else's work
- b) The in-text citation consists of:
 - i. author surname(s) (in the order that they appear on the actual publication), followed by the year of publication of the source that you are citing.
 - ii. Include page or paragraph numbers for direct quotes, and for paraphrasing where appropriate
 - iii. The in-text citation is placed immediately after the text which refers to the source being cited
 - iv. If quoting or citing a source which is cited within another, secondary reference, mention the source with the secondary reference details: e.g. Smith (as cited in Jones, 2010). Only the secondary reference should be included in the reference list.

2.2 General Notes: Reference List

The reference list should provide info related to:

- i. Who Authors/editors
- ii. When Year of publication
- iii. What Title of sources
 - article/chapter title
 - periodical title (journal, newsletters, magazines)
 - non-periodical title (books & reports)
 - non-routine information [letter to the editor, special issue, monograph etc.]
- iv. Where Publication location & retrieval address (if relevant)

Several general notes for reference list are as following;

- a) All references cited in text must be included in the reference list (exceptions are unpublished items such as correspondence).
- b) List the references in alphabetical order by author surname/family name.
- c) Where there are two articles with the same authors and date, order the references alphabetically by article title and add a letter suffix to the year of publication (e.g. 2003a, 2003b...).
- d) Provide organisation names in full, unless they are obviously recognisable as abbreviations (e.g. APA for American Psychological Association).
- e) Do not add full stops to URLs (e.g. https://www.miros.gov.my/1/)
- f) Check the reference details against the actual source you are indicating that you have read a source when you cite it.
- g) Be consistent with your referencing style across the document.

3.0 In-Text Citations

Type of citation	In-text citation
a) Single author	The evaluation is based on the meta-analysis (Elvik, 2012). OR
	Elvik (2012) has argued that
	OR In 2012, Elvik conducted a study which showed that
	in 2012, Divik conducted a study which showed that
b) Two authors	influence crash severity level (Abdel-Aty & Keller, 2005) OR
	Abdel-Aty and Keller (2005) applied the ordered probit model to
c) Three to five authors	Cite all names and publication year the first time, thereafter only the first name followed by et al. The first time cited:
	(Wang, Quddus, & Ison, 2013). Wang, Quddus, and Ison (2013) thereafter:
	(Wang et al., 2013). Wang et al. (2013)
d) Six or more authors	Cite only the surname of the first author followed by et al. and the year from the first citation.
	(Jones et al., 2003) Jones et al. (2003)
e) Different authors: i. same surname	Add initials to the authors names to distinguish them.
	Among studies, we review M. A. Light and Light (2008) and I. Light (2006).
ii. same surname and first initial	
	Studies by Paul Janet (1876) and Pierre Janet (1906)
f) Multiple authors: ambiguous citations	If a multiple (3+) author citation abbreviated with et al. looks the same as another in text citation similarly shortened, add enough surnames to make a distinction.
	Kosslyn, Koenig, Barrett, et al. (1996) and Kosslyn, Koenig, Gabrieli, et al. (1996) in their works

g) Multiple works: i. same author	When cited together give the author's surname once followed by the years of each publication, which are separated by a comma.
	Previous studies (Tabibi & Pfeffer, 2003, 2007)
ii. same author AND same year	If there is more than one reference by an author in the same year, suffixes (a, b, c, etc.) are added to the year.
	Allocation of the suffixes is determined by the order of the references in the reference list. Suffixes are also included in the reference list, and these references are listed alphabetically by title. If cited together, list by suffix as shown below.
	Several studies (Barton & Schwebel, 2007a, 2007b)
h) If author name is given as 'anonymous'	Use anonymous as the author's name.
	(Anonymous, 1997).
i) Unknown author	Give the first few words of the title. If the title is from an article or a chapter use double quotation marks. If the title is from a periodical, book brochure or report then use italics.
	on free care ("Study Finds," 2007) the book <i>College Bound Seniors</i> (2008)
j) Corporate or group of authors	If organization is recognized by abbreviation, cite the first time as follows:
	(World Health Organization [WHO], 2009)
	thereafter
	(WHO, 2009).
	If abbreviation not widely known, give the name in full every time:
	(Australian Research Council, 1996). Australian Research Council (1996)
k) Multiple references	List the citations in alphabetical order by the first author's surname and separate with semicolons.
	(Johnson, 1997; Solnick & Hemenway, 1994; Tay et al., 2008, 2009).

	Separate major citation from others by inserting a phrase, such <i>see also</i> . (Minor, 2001; see also Adams, 1999; Storandt, 2007)
Citing specific parts of a source	For a direct quote the page number(s) must be given. Indicate page, chapter, figure, table, etc. as specifically as possible. Use accepted abbreviations, i.e. p. for page, para. for paragraph.
	As one writer put it "the darkest days were still ahead" (Weston, 1988, p. 45).
	Weston (1988) argued that "the darkest days were still ahead" (p. 45).
m)Personal communication (Letter, memo, personal interviews, email, telephone conversations)	Personal communications are not included in the reference list. (R. Harris, personal communication, May 18, 2010). R. Harris (personal communication, May 18, 2010)
n) Citation of a secondary source (i.e. a source referred to in another publication)	In the reference list you ONLY include the details of the source you actually read, not the original source. In the example below, the original source would be Woodcock (1992), which you saw cited in a paper by McGrew (1994).
	(Woodcock, 1992, cited in McGrew, 1994). Woodcock (1992, as cited in McGrew, 1994) McGrew (1994) cited Woodcock (1992) as finding
	In reference list (book):
	McGrew, K.S. (1994). Clinical Interpretation of the Woodcock–Johnson Tests of Cognitive Ability – Revised. Boston: Allyn and Bacon.

4.0 Reference List

4.1 Author Layout Guidance

Where a publication has:	List authors in the ref	erence list as:
a) one author	Author, A. A.	
b) two authors	Author, A. A., & Author B. B.	
c) three to seven authors	Author, A. A., Author, B. B., Author, C. C., Author, D. D., Author, E. E., Author, F. F., & Author, G. G.	
d) eight or more authors	List first six authors, add three ellipses and the last author Author, A. A., Author, B. B., Author, C. C., Author, D. D., Author, E. E., Author, F. F.,Author, Z. Z.	Wolchik, S. A., West, S. G., Sandler, I. N., Tein, J., Coatsworth, D., Lengua, L.,Griffin, W. A.
e) different authors with the same surname and first initial	Authors' full first names may be given in bracket.	Janet, P. [Paul]. (1879). Janet P. [Pierrel]. (1908).
f) author's first name is hyphenated	Retain the hyphen	Joon-Ki Kim as Kim, JK.
g) no author	Use the title as author	Merriam-Webster's collegiate dictionary (10th ed.).(1993). Springfield, MA: Merriam-Webster.
h) group author (organization, corporate body, government institution)	Spell out the full name	Yayasan Pahang New Zealand, Department of External Affairs

4.2 Examples of References for Articles in Periodicals

Periodicals include items published on a regular basis such as journals, magazines, newspapers, and newsletters. General reference form:

Author, A. A., Author, B. B., & Author, C. C. (year of publication). Title of article. *Title of Periodical, xx,* page-page. doi:xxxxx

For online articles, include the digital object identifier (DOI) in the reference if one is assigned. Otherwise, give the home page URL when the online version of the article is available to avoid nonworking URLs.

Type of article	Reference format	Reference list example
a) Journal	Author, A. A., Author, B. B., & Author, C. C. (year). Title of article. <i>Journal Title, volume number</i> (issue number), page-page.	Wang, C., Quddus, M. A., & Ison, S. G. (2013). The effect of traffic and road characteristics on road safety: A review and future research direction. <i>Safety Science</i> , <i>57</i> , 264–275. http://doi.org/10.1016/j.ssci.2013.02.012
b) Magazine i. printed	Author, A. A. (year, Month of publication). Title of article. <i>Magazine Title, volume number</i> (issue number), pagepage.	Hassan, R. & Mohamed, S. (2017, January). Urban public transport: Policies and implementation. <i>Jurutera</i> , 6-11.
ii. online	Author, A. A. (year, Month of publication). Title of article. <i>Magazine Title, volume number</i> (issue number), pagepage. Retrieved from http://www.xxxxx	Clay, R. (2008, June). Science vs. ideology: Psychologists fight back about the misuse of research. <i>Monitor on Psychology</i> , 39(6). Retrieved from http://www.apa.org/monitor/
c) Newspaper i. printed	Author, A. A. (year, Month date of publication). Title of article. <i>Newspaper Title</i> , page-page.	Aruna, P., Spykerman, N., Surach, G., Sivanandam, H., & Pagnelli, J. (2014, May 13). Many going 'carless' to work. <i>The Star</i> , pp. 3.
ii. online	Author, A. A. (year, Month date of publication). Title of article. <i>Newspaper Title</i> . Retrieved from http://www.xxxxx	Brody, J. E. (2007, December 11). Mental reserves keep brain agile. <i>The New York Times</i> . Retrieved from http://www.nytimes.com

d) Letter to the editor	Author, A. A., Author, B. B., & Author, C. C. (year, Month date of publication). Title of article [letter to editor]. <i>Journal Title, volume number</i> (issue number), pagepage.	Moller, G. (2002, August). Ripples versus rumbles [Letter to the editor]. Scientific American, 287(2),12.
e) Abstract i. printed	Author, A. A., Author, B. B., & Author, C. C. (year). Title of article [Abstract]. <i>Journal Title, volume number</i> (issue number), page-page.	Woolf, N. J., Young, S. L., Fanselow, M. S., & Butcher, L. L. (1991). MAP-2 expression in chohnoceptive pyramidal cells of rodent cortex and hippocampus is altered by Pavlovian conditioning [Abstract]. <i>Society for Neuroscience Abstracts, 17,</i> 480.
ii. online	Author, A. A., Author, B. B., & Author, C. C. (year). Title of article. <i>Journal Title</i> , <i>volume number</i> (issue number), page-page. Abstract retrieved from http://www.xxxxx	Lassen, S. R., Steele, M. M., & Sailor, W. (2006). The relationship of schoolwide positive behavior support to academic achievement in an urban middle school. <i>Psychology in the Schools, 43,</i> 701-712. Abstract retrieved from http://www.interscience.wiley.com

4.3 Books and Book Chapters

Editions: No edition information is required for first editions.

Publication location: Publisher locations in the U.S.A. should include the city and the abbreviated version of the state (e.g. NY for New York); elsewhere in the world, include the city and country. Where more than one location is provided, use the first location listed. General reference form:

Author, A. A. (year of publication). *Title of work: Capital letter also for subtitle*. Location of publication: Publisher.

Author, A. A. (year of publication). Title of work. Retrieved from http://www.xxxxx

Editor, A. A. (Ed.). (year of publication). *Title of work*. Location: Publisher.

Note: For book with editor, use 'Ed.' or 'Eds.' for one or more editors.

Type of book	Reference format	Reference list example
a) Print book	Author, A. A., & Author, B. B. (year). <i>Title of book</i> (edition). Location of publication: Publisher.	Garber, N. J., & Hoel, L. A. (2014). <i>Traffic and highway engineering</i> (4 th ed.). Toronto, Canada: Cengage Learning. Calfee, R. C., & Valencia, R. R. (1991). <i>APA guide to preparing manuscripts for journal publication</i> . Washington, DC: American
b) Edited book	Editor, A. A., & Editor, B. B.	Psychological Association. Duncan, G. J., & Brooks-Gunn, J.
i. No author	(Eds.). (year). <i>Title of book</i> (edition). Location of publication: Publisher.	(Eds.). (1997). Consequences of growing up poor. New York, NY: Russell Sage Foundation.
ii. With author/ authors	Author, A. A., & Author, B. B. (year). <i>Title of book</i> (Editor, C.C, Ed.). Location of publication: Publisher.	Plath, S. (2000). <i>The unabridged journals</i> (K. V. Kukil, Ed.). New York, NY: Anchor
c) Electronic book	Author, A. A., & Author, B. B. (year). <i>Title of book</i> (edition). Retrieved from http://www.xxxxx	Statistics New Zealand. (2000). Agricultural production statistics 1999. Retrieved from http://www.stats.govt.nz/methods_a nd_services/acces s- data/tables/agriculture-stats- 1999.aspx
encyclopedia or dictionary	Entry title. (year). In <i>Title of</i> Encyclopedia (Vol. xx, pp. xxx- xxx). Location of publication: Publisher.	In-text:("Culture shock", 2004, para. 3) Culture shock. (2004). In <i>The</i>
i. No author		Concise Corsini Encyclopedia of Psychology and Behavioral Science. John Wiley & Sons.
ii. With author/ authors	Author, A. A., & Author, B. B. (year). Entry title. In <i>Title of Encyclopedia</i> (Vol. xx, pp. xxx-xxx). Location of publication: Publisher.	Bergmann, P. G. (1993). Relativity. In <i>The new encyclopedia Britannica</i> (Vol. 26, pp. 501-508). Chicago, NA: Encyclopedia Britannica.
e) A translation	Note: When you cite a republished work in your text, it should appear with both dates.	Laplace, P. S. (1951). <i>A</i> philosophical essay on probabilities. (F. W. Truscott & F. L. Emory, Trans.). New York, NY: Dover. (Original work published 1814).

f) Multivolume work	Editor, A. A., & Editor, B. B. (Eds.). (year). <i>Title of book</i> (Vol. xx). Location of publication: Publisher. Note: Use vol. for a single volume and vols. for multiple volumes.	Levinson, D., & Ember, M. (Eds.). (1996). <i>Encyclopedia of cultural anthropology</i> (Vols. 1-4). New York, NY: Henry Holt.
g) Chapter in a print book i. With editor	Author, A. A., & Author, B. B. (year). Title of chapter. In C. Editor & D. Editor (Eds.), <i>Title of book</i> (pp. xxx-xxx). Location of publication: Publisher.	Rogoff, B., & Mistry, J. (1985). Memory development in cultural context. In M. Pressley, & C. J. Brainerd (Eds.), <i>Cognitive learning</i> and memory in children (pp. 117- 142). New York, NY: Springer- Verlag.
ii. Without editor	Author, A. A., & Author, B. B. (year). Title of chapter. In <i>Title of book</i> (pp. xxx-xxx). Location of publication: Publisher.	
h) Chapter in an electronic book	Author, A. A., & Author, B. B. (year). Title of chapter. In A. Editor & B. Editor (Eds.), <i>Title of book</i> (pp. xxx-xxx). Retrieved from http://www.xxxxx	

4.4 Other Resources

Тур	e of resources	Reference format	Reference list example
	chnical and earch report Printed report	Author, A. A. (year). <i>Title of work</i> (Report No. xxx). Location: Publisher.	Public Works Department (1986). <i>A guide on geometric design of roads</i> (Arahan Teknik Jalan 8/86). Kuala Lumpur: Road Branch, Public Works Department Malaysia.
			Zeeger, C. V., Stewart, J. R., Huang, H. H., Lagerway, P. A., Feaganes, J., and Campbell, B. J. (2005). Safety effects of marked versus unmarked crosswalk at uncontrolled locations: Final Report and recommended guidelines (Report No. FHWA-RT-04-100). Washington, D.C.: Federal.
ii.	Online report	Author, A. A. (year). <i>Title of</i> work (Report No. xxx). Retrieved from http://www.xxxxx	World Health Organization (2013). Global status report in road safety 2013: Supporting a decade of action. Retrieved from http://www.who.int/violence_injury_prevention/road_safety_status/2013/en/
b) The	esis Published online	Author, A. A. (year). <i>Title of thesis or dissertation</i> (Doctoral dissertation or master's thesis, Name of Institution). Retrieved from http://www.xxxxx	Agarwal, N. K. (2005). Estimation of pedestrian safety at intersections using simulation and surrogate safety measures (Doctoral dissertation, University of Kentucky). Retrieved from http://uknowledge.uky.edu/cgi/viewc ontent.cgi?article=1838&context=gra dschool_diss
ii.	Unpublished	Author, A. A. (year). <i>Title of thesis or dissertation</i> (Unpublished Doctoral dissertation or master's thesis). Name of Institution, Location.	Oxley, J. (2000). Age differences in road crossing behaviour (Unpublished Doctoral dissertation). Monash University, Melbourne.

c) Conference paper or poster		Paper presentation or poster session:	Nadaraja Kannan. (2006, Nov). <i>The</i>
i. Conferen paper or p (unpublis	poster shed)	Author, A. A. (year, Month). <i>Title of paper or poster</i> . Paper presented or poster session at the Conference Name, Location.	economic depression of the 1930s: Its impact on race relations in the Federated Malay State. Paper presented at the International Association of Historians of Asia Conference, Manila, Philippines.
ii. Proceedir published book forr	ngs] d in] m] H	Author, A. A. & Author, B. B. (year). Title of paper or poster. In A. Editor & B. Editor (Eds.), <i>Title of proceedings</i> (pp. xxx-xxx). Location: Publisher.	Qui, D., Xu, Q., & Zhang, J. (2010). Improvement of pedestrian crossing safety on urban roads. In International Conference on Intelligent Computation Technology and Automation (pp. 514-517). China: IEEE
iii. Conferen paper or p abstract retrieved online	poster	Author, A. A. (year, Month). <i>Title of paper or poster</i> . Paper or presented or poster session at the conference name, Abstract retrieved from http://www.xxxxx	Liu, 5. (2005, May). Defending against business crises with the help of intelligent agent based early warning solutions. Paper presented at the Seventh International Conference on Enterprise Information Systems, Miami, FL. Abstract retrieved from http:www.iceis.org/iceis2005/abstract s_2005.html
d) Symposium		Contributor, A. A., & Contributor, B. B. (year, Month). Title of contribution. In C. C. Chairperson (Chair), <i>Title of symposium</i> . Symposium conducted at the meeting of Organization Name, Location.	Muellbauer, J. (2007, September). Housing, credit, and consumer expenditure. In S. C. Ludvigson (Chair), Housing and consumer behavior. Symposium conducted at the meeting of the Federal Reserve Bank of Kansas City, Jackson Hole, WY
e) Unpublished manuscript v university cit	vith a 1 ted 1	Author, A. A. (year). <i>Title of manuscript</i> . Unpublished manuscript, Unit Code, Name of University, Location.	Blackweli, E., & Conrod, P. J. (2003). <i>A five-dimensional measure of drinking motives</i> . Unpublished manuscript, Department of Psychology, University of British Columbia, Vancouver, Canada.

f) Fact sheet	Author, A. A. (year). <i>Title of work</i> [Fact Sheet]. Retrieved from http://www.xxxxx	World Health Organization (2017). <i>The top 10 causes of death</i> [WHO fact sheet]. Retrieved from http://www.who.int/mediacentre/facts heets/fs358/en/
g) Brochure or pamphlet	Author, A. A. (year). <i>Title of work</i> [Description of form]. Location: Publisher.	National Cancer Institute. (2000, June). Cancer research-because lives depend on it [Brochure]. Bethesda, MD: National Cancer Institute.
h) Data set	Rightsholder, A. A. (year). Title of program [Description of form]. Retrieved from http://www.xxxxx	Pew Hispanic Center. (2004). Changing channels and crisscrossing cultures: A survey of Latinos on the news media [Data file and code book]. Retrieved from http://lipewhispanic.org/datasets/
i) Online dictionary i. Defined word	Defined word. (year). In Website Title. Retrieved from http://www.xxxxx	In-text:(risk, 2014) Risk. (2014). In Oxford (British & World English) Online Dictionary. Retrieved from http://www.oxforddictionaries.com/d efinition/english/risk
ii. Dictionary	Publisher. (year). Website Title. Retrieved month date, year from http://www.xxxxx	In-text: (Meriam-Webster, 2009) Meriam-Webster. (2009). Meriam-Webster Online. Retrieved January 31, 2014 from www.meriam-webster.com/
j) Map retrieved online	Cartographer, A. A. (Cartographer). (year). Title of map [Demographic map]. Retrieved from http://www.xxxxx	Lewis County Geographic Information Services. (Cartographer). (2002). Population density, 2000 U.S. Census [Demographic map]. Retrieved from http://www.co.lewis.wa.us/publicwor ks/maps/Demographics/census-pop- dens_2000.pdf
k) Online forum or discussion board posting	Author, A. A. (year, Month date). Title of post [Description of form]. Message posted to http://www.xxxxx	Simons, D. J. (2000, July 14). New resources for visual cognition [Online forum comment]. Message posted to http://groups.yahoo.com/group/visualcognition/message/31

l) Interview, email, lectures and other personal communications	No personal communication is included in your reference list; instead, parenthetically cite the communicators	In-text: (E. Robbins, personal communication, January 4, 2001).
	name and the date of the communication in your main text only.	A. P. Smith also claimed that many of her students had difficulties with APA style (personal communication, November 3, 2002).

5.0 Conclusion

Research Management & Commercialization Unit (RMC) has taken the initiative to provide general guidelines for submission of research project, journal, etc. APA (American Psychological Association) Style Guide for MIROS Publications is revised according to the 6th edition APA style guide. This guideline will assist research officer to write better research project, journal, etc.