HINTS FOR A REFERENCE PAGE APA Style

Why do we cite?
- To give clues to your readers so they can find the sources you used to do further reading.
- To avoid plagiarism.
- To show understanding of the material you have read.
- To support ideas in your paper.
- To distinguish your analysis of what you've read from the author's analyses

What is Plagiarism?
- Claiming another’s work as your own ideas. It can be intentional, like copying and pasting directly from the work, or unintentional as in not paraphrasing correctly.
- TSTC policy can include suspension or expulsion

What about Common knowledge?
- Common knowledge is information that is thought to be commonly known. Ask yourself:
  - Did I know this information before I took this course?
  - Did this information/idea come from my own brain?

If you answer "no" to either or both of these questions, then the information is not "common knowledge" to you and should be cited.

What about paraphrasing?
- Paraphrasing means putting another’s ideas into your own words to support your ideas.
- Changing only a few words, changing the word order using the same words, or changing words for their synonyms is plagiarism.
- You must properly cite at the end of the sentence and on the reference page.

What is a parenthetical citation?
- A brief citation at the end of the quotation or paraphrased section that clearly points the reader to exact source in the Reference page.
- Parenthetical citation includes the author’s name and the page in the source the material came from. (Jones, 10)

What is a Reference Page?
- A Resource or Bibliography is a list of all sources used to gain information to write your paper.
- Some of the information an entry may include is:
  Example:
  Author, Author’s First initial. (Year of publication). Title of work: Capital letter also for subtitle. Location: Publisher.

*Remember: The information needed will change depending on the source you are citing.
Consult the APA handbook for rules, or visit Owl Purdue website at: https://owl.english.purdue.edu/owl/resource/560/1/
How do I format a References Page?

APA - American Psychological Association style is used for works in the Social Sciences.

Start on a new page, continuing the page numbering from your paper.

Margins are 1” from top, 1” on the sides, using 10-12pt Times New Roman font.

Page number should appear in the top right hand corner, flush with the right margin. Paper title should appear header flush to the left.

Center the word References (do NOT bold, underline, or use quotation marks for the title)

Double space between each cites. Each new entry should be flush with the left margin.

If the citation runs more than one line, indent each following line 1/2 inch.

Alphabetize by author’s last name, and first initials. If using more than one source by the same author or several authors and names appear in the same order, sort by publication date.

For works that are NOT a journal (such as a book, article, or Web page) capitalize only the first letter of the after a colon or a dash in the title, and proper nouns. Do not capitalize the first letter of the second word in a hyphenated compound word.

Capitalize all major words in journal titles.

Italicize titles of longer works such as books and journals. Do not italicize, underline, or put quotes around the titles of shorter works such as journal articles or essays in edited collections.

See your friendly librarian for more help or check out the APA manual more hints.

An easier way is:

- Landmark citation machine. Available online at:
  - At http://citationmachine.net/
  - The LRC homepage at http://www.harlingen.tstc.edu/library/
  - Through the Knowledge portal link in our book catalog.
- Choose your format style, tell it what type of source you are citing, and fill in the form provided.
- Copy and paste to keep a working Reference page.

Information courtesy of Purdue at: https://owl.english.purdue.edu/owl/resource/560/1/