

APA Paper Requirements

Paper should be typed, double-spaced on standard-sized paper (8.5" x 11") with 1" margins on all sides. You should use 12 pt. Times New Roman font or a similar font. Left align text.

For guidance when writing a paper, use APA guidebook, online sources, and reference books in the library.

Required guidebook for Research Courses at DT.

APA: *The Easy Way* (Updated for APA 6th Edition), by Peggy Houghton, Timothy Houghton, Michele Pratt, Baker College, 2009. ISBN-13: 978-0923568962 (\$10.00)

Purdue University Online Writing Lab. Guidelines and sample paper.

<http://owl.english.purdue.edu/owl/resource/560/01/>

Hacker, Diane (2007) *A Writer's Reference* 6th Ed., Diane Hacker, Boston:Bedford. (DT Library)

This is a short summary of APA information compiled from the above sources.

General APA (American Psychological Association) Guidelines

APA recommends in-text citations that refer readers to a list of references. An in-text citation gives the author of the source (often in a signal phrase), the date of publication, and page number in parentheses. At the end of the paper, a list of references provides publication information about the source.

Include a **page header** in the upper right-hand of every page. To create a **page header**, type the first 2-3 words of the title of the paper, insert five spaces, and then give the page number.

Major Paper Sections

Your paper should include **three or four** major sections: the **Title Page**, **Abstract (for longer papers)**, **Main Body**, and **References**.

Title Page

Top right short title and page number in lowercase roman numeral (i) are used on title page and abstract page, Arabic numerals on all text pages.

Abstract

If your instructor requires one, begin a new page. Your abstract page should already include the **page header** (described above). On the first line of the abstract page, center the word "Abstract" (otherwise unformatted, no bold, italics, underlining, or quotation marks).

Beginning with the next line, write a concise summary of the key points of your research. (Do not indent.)

The abstract should be a single paragraph double-spaced of less than 120 words.

Reference List: Basic Rules

Your reference list should appear at the end of your paper. It provides the information necessary for a reader to locate and retrieve any source you cite in the body of the paper. Each source you cite in the paper must appear in your reference list; likewise, each entry in the reference list must be cited in your text. Your references should begin on a new page separate from the text of the essay; label this page References (with no quotation marks, underlining, etc.), centered at the top of the page. It should be double-spaced just like the rest of your essay. All lines after the first line of each entry in your reference list should be indented one-half inch from the left margin. This is called hanging indentation.

Authors' names are inverted (last name first); give the last name and initials for all authors of a particular work. Reference list entries should be alphabetized by the last name of the first author of each work.