ABBA Resource Centre
APA Citation

Introduction to APA
AP (American Psychological Association) citation is the standard citation style for the Bachelor of Education program at Tyndale University.

Which version of APA do I use?
For all your assignments in the Bachelor of Education program at Tyndale you will be using the style from 7th Edition of the American Psychological Association.
The manual can be found at the both the ABBA Resource Centre and the J. William Horsey Library

What are the components of a properly formatted APA paper at Tyndale?

- Title page
- In-text citations
- Reference List

When should I use in-text citations?

- Directly quote from another resource
- Paraphrase another person’s idea
- Summarize another person’s idea
- Cite a little known or contestable fact

Where can I find citation manuals and style sheets?

- The print version of the 7th edition of the APA Manual is available in the ABBA Resource Centre or the J. William Horsey Library Reference Collection at REF BF 76 .7 P83 2020
- The Education Resources Guide on the ABBA Resource Centre website (http://libguides.tyndale.ca/education) has links to free electronic tip-sheets on how to properly use APA style
- The ABBA Resource Center’s printed research literature section, by the circulation desk, contains printed tips sheets on how to properly use APA style

What about the “cite” option in the journals databases?
Sometimes you will be able to find the citation information in a record for a journal articles. This feature is often found in journals databases such as Education Research Complete and Academic Search premier.

Are there any online citation generators available through Tyndale?
The Tyndale Library System recommends the following online citation generators:

- Knight Cite
- Zotero

Are online citation generators and database citations perfect?

NO. Online citations and citation generators are not always perfect.
Make sure you proofread your in-text citations and reference list before handing in your essay if you’re using an online citation generator and/or copying before handing in your essay.
Be sure to use the library resources to check the following:

- Personal Names
- Capitalization
- Dates
- Punctuation

Where can I go for additional help?

- Tyndale Library Staff
- Tyndale Writing Center

PLEASE NOTE: THE J. WILLIAM HORSEY LIBRARY WILL BE HOLDING ZOTERO WORKSHOPS. CONTACT THE LIBRARY FOR MORE DETAILS.
ABBA Resource Centre
APA Citation Format Checklist

About this page
The following is a list of elements that should be built into the format of your essays while doing your Bachelor of Education degree at Tyndale University College.

General formatting guidelines
Your essay should have the following elements built into the general format of the essay.

- Page-header with title and page number on each page flushed right (i.e. “Multiple Intelligences 2”)
- Text is in 10 - 12 pt. Times New Roman font
- Text is double-spaced
- All sides are 1 inch margins
- Typed/printed on standard 8.5 x 11 inch paper

Organization of the essay
Your essays should have the following components in the exact order

1. Title page
2. Main text
3. Reference list

Title page
The title page should contain the following elements built into the format:

- Page-header with title and page number (i.e. “Multiple Intelligences 1”)
- Title of the essay
- Name
- Professor’s Name
- Mailbox Number
- Date

Main text
The main text should contain the following elements:

- Title of the research paper, centered at the top, on the first page of main text
- Page-header with title and page number (i.e. “Multiple Intelligences 2”)
- In-text citations for every resource quoted, paraphrased and/or summarized

In-text citations
The following is a list of guidelines for in-text citations

- Use the author-date-page format Example: (Theissen, 2001, p. 56)
- Quotations longer than 40 words should be in a stand-alone paragraph
- Use “and” when citing a source written by multiple authors in the running text Example: Hare and Portelli (2001) argued ….(p. 85)
- Use “&” when citing a source written by multiple authors outside the running text Example: (Hare & Portelli, 20010, p. 85)
- Use “et al” for subsequent citations of resources written by three or more authors Example: (Maich et. al., 2011, p. 45)

Reference List
The following is a list of guidelines for reference lists

- Center the title “Reference” at the top of the first page of the reference list
- Content is double-spaced
- Flush-left the first line of each entry
- Indent (1/2" from left-margin) the second line of each entry
- Order entries alphabetically by first author's last name
- Order entries by year of publication when citing more than one work written by the same first author
- Order entries by citation when citing more than one work written by the same first author during the same year