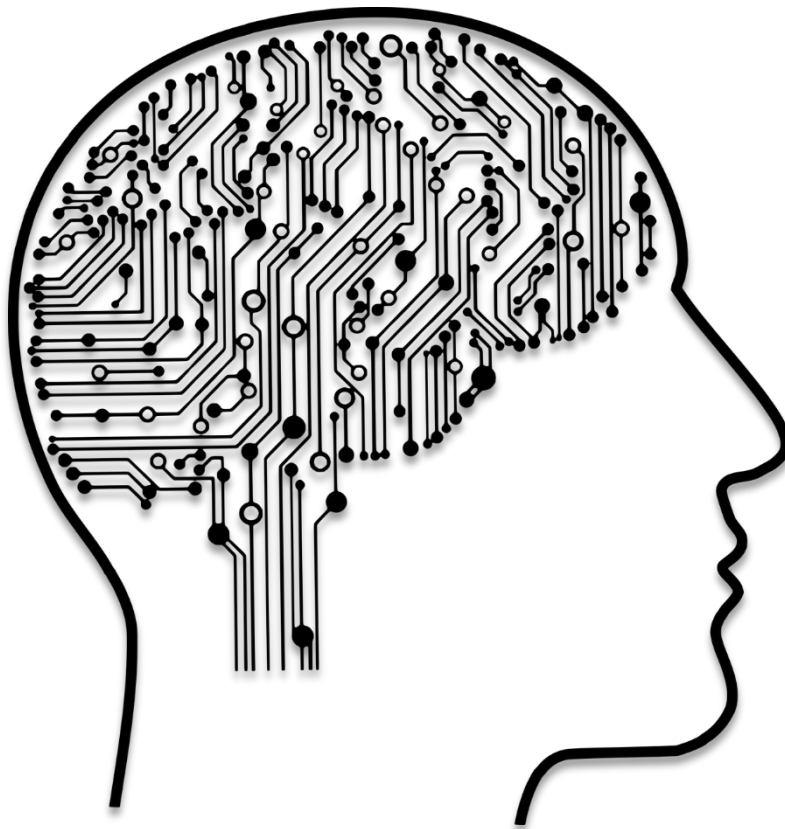


APA 7th Edition Style Guide

Spring 2026



Alexander College

WRITING AND LEARNING CENTRE

APA Checklist

Here is a list of rules that should be checked before submitting an assignment. This is **not** a complete list of everything needed in APA. Please refer to the page numbers for more details.

Paper Formatting

- Entire paper is double-spaced and written in 12-point font (*p. 3*).
- Paper is letter size with 2.54 cm (1 inch) margins (*p. 3*).
- Page numbers in the top right corner (*p. 3*).
- Title page with centred information (*p. 4*).
- Every paragraph has a first-line indent of 1.27 cm (0.5 inch) (*p. 3*).

In-text Citations

- In-text citations are included for every sentence using information from a source (*p. 6*).
- All in-text citations are complete (*pp. 6-7*).
- All paraphrases have citations without page numbers (*p. 6*).
- All direct quotes have “quotation marks” and citations with page numbers (*p. 6*).

References

- All sources are listed that appear in the text (*p. 8, p. 16*).
- Each source has a hanging indent (*p. 22*).
- Sources are listed in alphabetical order (*p. 22*).
- All sources have complete information and working links (for online sources) (*pp. 13-21*).

Helpful Links

Research Help

Learn about doing research or use AskAway to get help.



WOnline

This is the WLC's appointment booking website.



APA Sample Paper

An example of APA format and citations.



Welcome to APA

What is APA?

APA stands for American Psychological Association – the name of the group that standardized this style of formatting and citing.

What is a citation?

Citations are a way to show where you found the information you are using in your work.

When do I have to cite?

Every sentence with outside information (anything that is NOT your own thoughts or interpretations) should end with a citation and have a corresponding entry in the “References” section at the end of your paper.

***NOTE:** Some instructors have their own requirements for citations. Please cite according to your instructor’s guidelines, but keep in mind that they may be different from the APA style guide’s citation requirements.

Plagiarism

Plagiarism means using another author's words or ideas as your own without crediting the original source.

Common examples of plagiarism in academic writing include:

- Not including a citation when directly quoting or paraphrasing another author’s words or ideas.
- Having another person or AI write your paper for you.
- Misrepresenting another person’s words or including incorrect citations.
- Not changing both language and sentence structure when paraphrasing a source. For example, only changing a few words for synonyms.

Plagiarism is not always intentional, but the consequences of committing it can be severe. The best way to avoid plagiarism is to **do your own work, cite your sources, and ask for help when you need it.**

Artificial Intelligence (AI) in Assignments

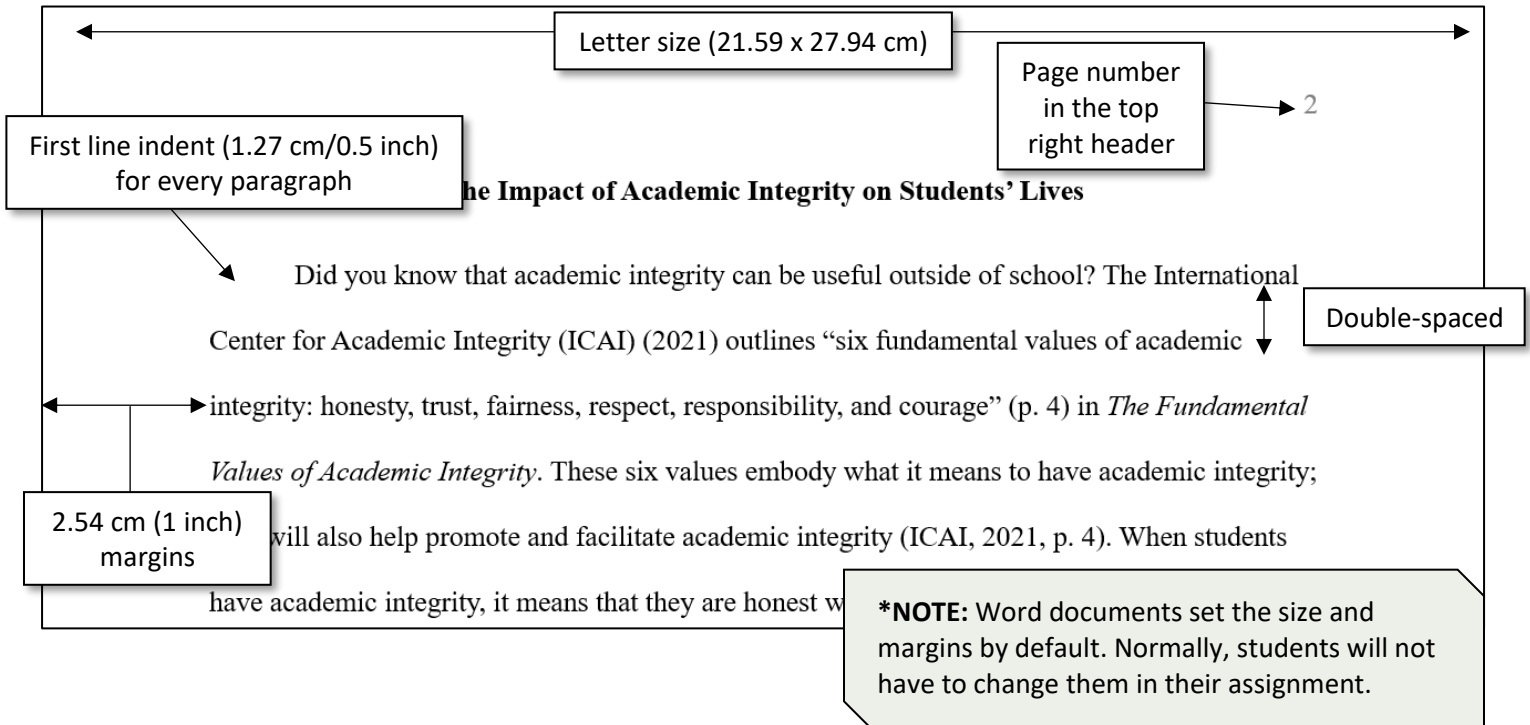
AI is not a reliable source of information and is not acceptable for most assignments. **You should not use AI unless explicitly permitted by your instructor.** If you’re unsure, ask before using it.

If you do use it, you must give credit when using text or ideas generated by AI software (ChatGPT, Grammarly, translators, etc.) in your paper **and** include citations. **Using AI without being honest is plagiarism.**

Paper Formatting

General Formatting

Every paper should be formatted accordingly:



Entries in the References list should be formatted accordingly:

Anagnost, A. (1989). Prosperity and counterprosperity: The moral discourse on wealth in post-

← → Mao China. In A. Dirlik & M. Meisner, (Eds.), *Marxism and the Chinese experience*, (pp.

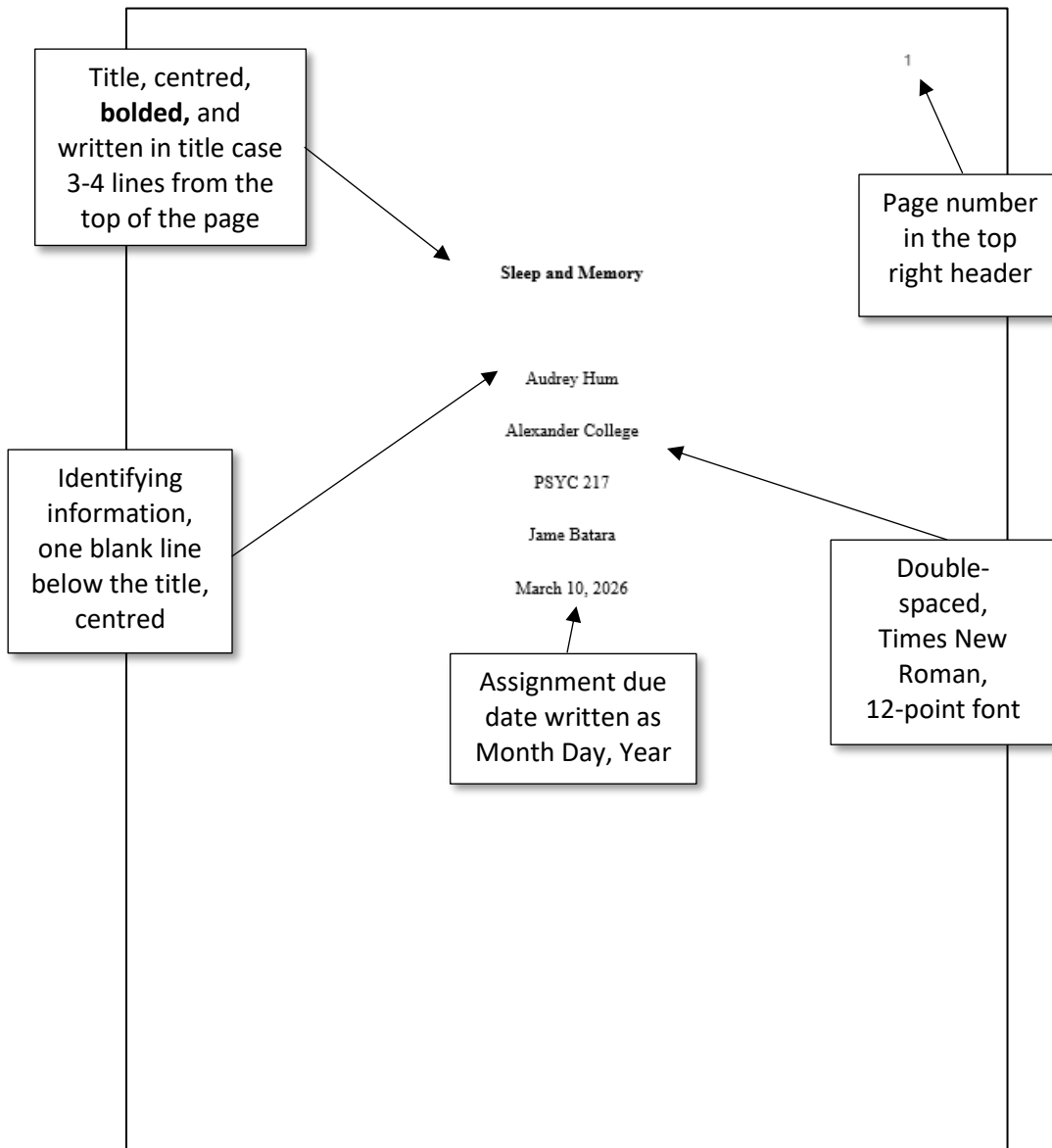
210-234). M. E. Sharpe. **Double-spaced**

1.27 cm (0.5 inch) hanging indent

Paper Formatting

Title Page

- Centre everything, then write the title. A few lines below that, write your name, institution name, course code, instructor's name, and the due date. Double space everything.
 - Instructors may expect different information on the title page than is listed here. If so, follow the instructor's guidelines.
- Begin the assignment on the next page after the title page.



Headings

- Headings are used to separate the different sections in the body of your paper, which helps the reader quickly identify the focus of each section.
 - Headings should only be used for long papers or when requested by your instructor. Individual paragraphs do not usually need headings.
- In APA, headings follow the format shown below.

Title of the main section is centred and in **bold**

Case Study: Vancouver’s Urban Forests

Although the ecosystem services that urban forests provide and the pressures that these urban forests face have been observed in different cities across the world, these processes are manifested in different ways based on the unique characteristics of each city. Because of this, understanding the role of urban forests requires an examination of a specific location and the qualities of its urban forests, the pressures these urban forests face, and the policies (if any) that are developed to manage urban forests.

Overview

Title of a subsection is left-aligned and in **bold**

The City of Vancouver is situated in the Coastal Douglas Fir Biogeoclimatic Zone and thus features native coniferous tree species such as western red cedar, Douglas fir, and western hemlock alongside deciduous tree species such as cherry, plum, and maple species (Metro

Common Mistakes for Paper Formatting

Mistakes	Examples
Not bolding the title.	<p>Incorrect: Ties that Bind: <i>Moby Dick</i></p> <p>Correct: Ties that Bind: <i>Moby Dick</i></p>
Using the wrong date.	<p>Correct: September 29, 2019</p>

Use the due date of the assignment, not the day you started writing it.

In-Text Citations

When you use information, ideas, or facts that come from a source, you must include a citation. In the body of the assignment, put parentheses () with the source information at the end of every sentence that includes outside information.

- **Direct quotations:** If you copy words from somewhere, you must include a citation. Use “quotation marks” to show that they are the author’s original words.
 - **Example:** The author claims “the number one cause of student stress before exams is poor time management” (Samuels, 2022, p. 6).
- **Paraphrases and Summaries:** When you take an idea, fact, or opinion from a source and rewrite it in your own words, you must include a citation.
 - **Example:** The main reason students feel stressed before exams is that they don’t plan their time well (Samuels, 2022).

Required information for in-text citations in APA style:

- Author’s last name(s)
- Year of publication
- Page number (for direct quotations) OR timestamp (if citing a specific scene from a video/film)

***NOTE:** Each in-text citation should match a reference in the References list at the end of the assignment. Only include in-text citations for sources that you used.

In-text Citation		Explanation
One Author	(Smith, 2012, p. 45).	Put the last name, year, and page number in parentheses ().
Two Authors	(White & Haines, 2008, p. 35).	Use an ampersand “&.” Do not use the word “and.”
3+ Authors	(Atkin et al., 2013, p. 33).	Only write the first author’s last name followed by “et al.” to represent the others.
Paraphrase	(Smith, 2012).	Paraphrases do not require page numbers.
No Date	(Brearton, n.d., p. 14).	Use the acronym “n.d.” (meaning “no date”) in place of the year.
No Page Number	(Jones, 2022, para. 21).	Use paragraph numbers.
Group Author	(Autism Canada, 2018, p. 5).	When there is no named author for a work written by a company, organization, or government department, use their full name as the group author.

In-Text Citations

No Author - Article	Full Title: The Impact of Global Warming in North America ("Impact of Global Warming," 2017, p. 37).	Shorten to the first three words or a phrase. Put titles of articles in "quotation marks." Remove the words "the, a, an" at the beginning of the title. *NOTE: For shortened titles in an in-text citation, use title case .
Film	(Welles, 1941, 2:45).	Use the director's name and the release year. Add a timestamp for direct quotes.
Artificial Intelligence (AI)	(OpenAI, 2025).	Use the author of the model and the year in which the content was created. *NOTE: Most instructors strictly prohibit the use of AI (e.g., ChatGPT, translators, Grammarly, etc.). If allowed, be honest about what content AI has generated with citations.

Direct Quotation vs. Paraphrase

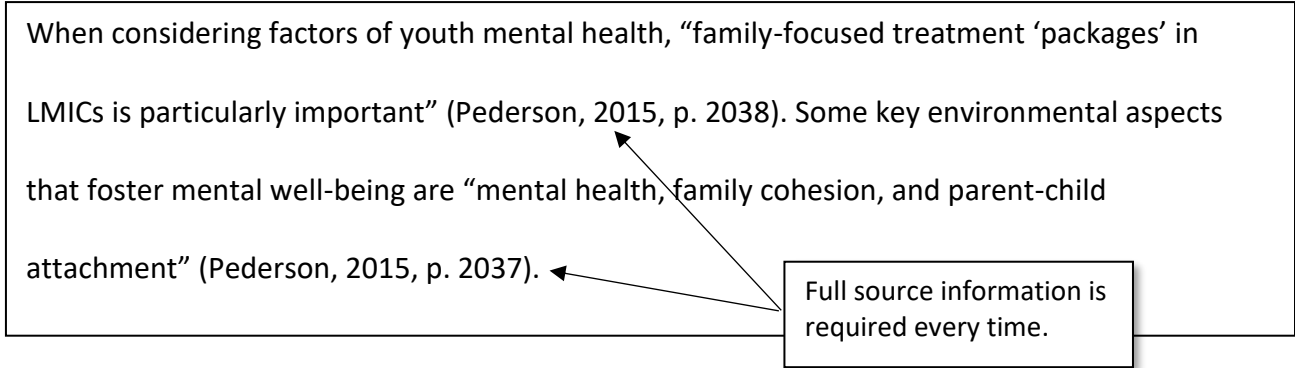
- Direct quotes require page numbers. Paraphrases do not.

Direct Quotation "A key goal of Indigenous style is to show respect on the page" (Younging, 2018, p. 87).

Paraphrase Demonstrating respect is one of Indigenous style's primary objectives (Younging, 2018).

Consecutive Citations

- Complete source information is required for every sentence that contains information from a source.



In-Text Citations

Non-integrated and Integrated Citations

There are two options for writing citations: Non-integrated and Integrated.

Non-Integrated End of the Sentence	People reported higher levels of happiness when they “used their financial resources to help others versus themselves” (Atkin et al., 2013, p. 22).	Include all the required citation information at the end of the sentence in parentheses ().
Integrated Within the Sentence	Atkin et al. (2013) found that people reported higher levels of happiness when they “used their financial resources to help others versus themselves” (p. 22).	Integrate the citation information into the sentence. Put the year in parentheses () beside the author’s name in the sentence and then add the page number at the end if using a quote.

Indirect Citations

Indirect citations are used when the article or book you are reading contains information from another source that you would like to cite. You should use an indirect citation when paraphrasing or quoting that information.

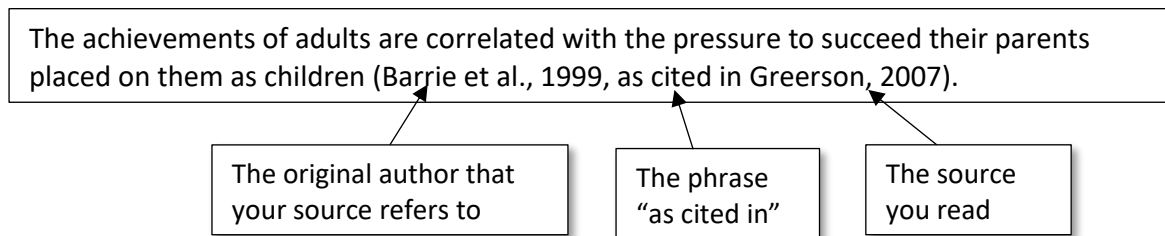
***NOTE:** You do not need to create a References entry for the other source because you did not read the full article. You only need to create an entry for the article you read (in this example, only Helen Greerson’s).

Author of article you read Helen Greerson

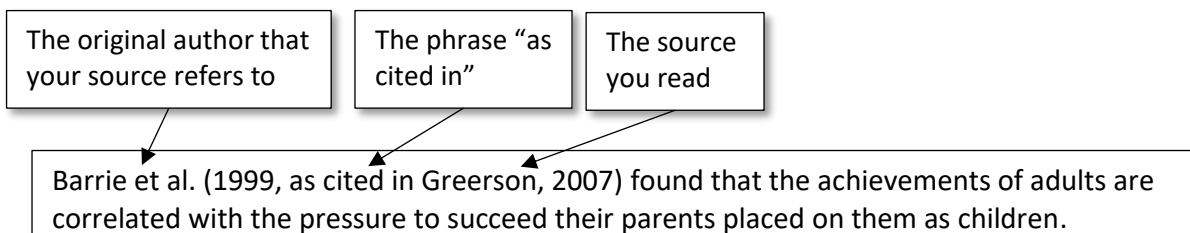
Publication Date 2007

Text from the article Some studies have revealed a link between parental expectations of success and children’s subsequent performance in adulthood (Barrie et al., 1999).

Example of Non-Integrated Indirect Citation



Example of Integrated Indirect Citation



Citing Images, Graphs, and Tables

When citing figures (images, graphs, tables, etc.) from sources, there are a couple of things to consider:

1. Each figure must be labeled with a figure number (in **bold**) and a double-spaced figure title (in *italics*).
2. The figure is centred.
3. The rules for citing a figure differ from the rules for writing in-text citations and References entries. Pay careful attention to the examples below.
4. You must refer to the figure by its figure number in your writing and explain its purpose.
5. Do not place the figure in the middle of a paragraph. Place the figure and its citation directly after the paragraph in which you mention the figure.

Your own Figure

Figure Note Format

Note.

Explanation of figure.

Figure Example

As shown in **Figure 1**, students' reported stress highly depends on their gender.

Figure 1

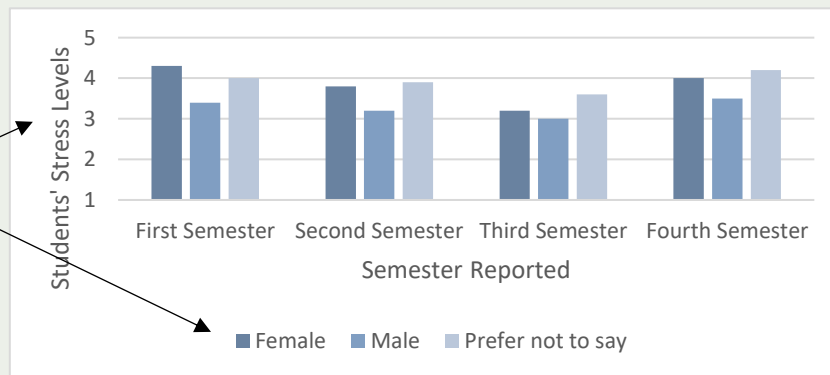
Students' Self-Reported Stress during Exams

Example of how to refer to a figure in your writing.

Figure number and figure title.

Your graphs and tables must be clearly labeled.

Explanation of figure.



Note. This graph demonstrates students' self-reported stress during the exam period. The scale goes from 1-5: 1: very confident/not stressed at all; 2: slightly confident; 3: neutral; 4: slightly stressed; 5: very stressed. This data was gathered from a survey for a longitudinal study conducted at a Canadian university over four semesters.

Figure from a Journal Article

Figure Note Format

Note. [Explanation of figure.] From “Article Title,” by [Author’s initials, surname, Year, *Journal Title*, Volume #(issue #), p. #] ([URL or DOI]). Copyright [Year] by the [Copyright Holder].

Figure Example

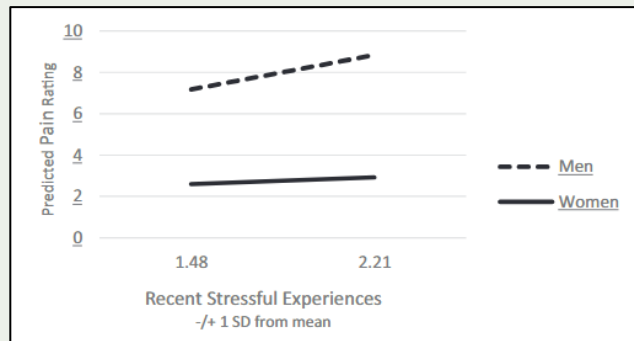
As shown in Figure 2, gender has a significant effect on pain reception.

Figure 2

Gender Moderated the Effects Between Recent Stressful Experiences and Pain

Example of how to refer to a figure in your writing.

Figure number and figure title.



Explanation of figure.

Note. This graph demonstrates how gender impacts the amount of pain felt from a stressful event. From “Specific Stressors Linked to Functional Outcomes in Psychology Doctoral Students” by Q. Q. Tiet., J. Brooks, C. Patton, B. Brownstein, and T. J. Mixon, 2024, *Training and Education in Professional Psychology*, 18(4), p. 355 (<https://doi.org/10.1037/tep0000481>). Copyright 2024 by the American Psychological Association.

Figure from a Website

***NOTE:** If you have a website name that is the same as the group author name, omit the website name.

Figure Note Format

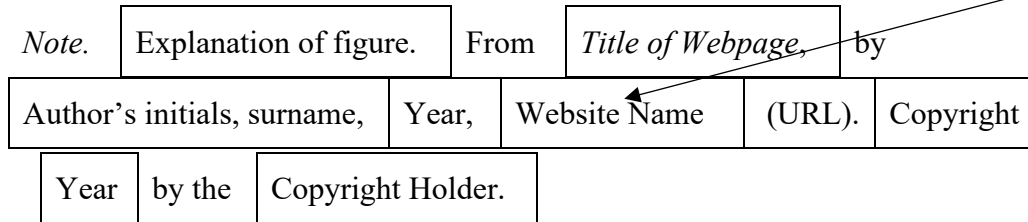


Figure Example

It is important for young children to practice their fine motor skills by doing certain activities (such as the one shown in Figure 3).

Example of how to refer to a figure in your writing.

Figure 3

Children Drawing a Rocketship with Pencil Crayons

Figure number and figure title.



Explanation of figure.

▲ *Note.* Activities such as drawing allow children to practice their fine motor skills by improving their dexterity. From *50 Fun and Effective Fine Motor Activities for Kids* by Shichida Australia, 2025 (<https://www.shichida.com.au/blog/50-fun-and-effective-fine-motor-activities-for-kids/>). Copyright 2025 by Shichida Australia.

Common Mistakes for In-Text Citations

Mistakes	Examples
Using the author's first name.	<p>Author's name: George Orwell</p> <p>Incorrect: (George, 2023, p. 56).</p> <p>Correct: (Orwell, 2023, p. 56).</p>
Identifying the wrong name as the last name.	<p>Authors' names on source: Bartlett, Maggie L.; Miley, Kristi; Vermund, Sten H.; Weaver, Scott C.</p> <p>Incorrect: (Maggie et al., 2025, p. 325).</p> <p>Correct: (Bartlett et al., 2025, p. 325).</p>
Writing the author's full name.	<p>Incorrect: (Frida Akmalia, 2024, p. 640).</p> <p>Correct: (Akmalia, 2024, p. 640).</p>
Using "and" for two authors.	<p>Incorrect: (Eaton and Parent, 2025).</p> <p>Correct: (Eaton & Parent, 2025).</p>
Placing the period before the in-text citation.	<p>Incorrect: .(Orwell, 2023, p. 56)</p> <p>Correct: (Orwell, 2023, p. 56).</p>
Using the full article title when no author is given.	<p>Incorrect: ("The Impact of Global Warming in North America," 2017, p. 37).</p> <p>Correct: ("Impact of Global Warming," 2017, p. 37).</p>
Forgetting "n.d." when a publication date is not provided.	<p>Incorrect: (Brearton, p. 14).</p> <p>Correct: (Brearton, n.d., p. 14).</p>
Forgetting the period after "al." for "et al."	<p>Incorrect: (Atkin et al, 2013).</p> <p>Correct: (Atkin et al., 2013).</p>
Writing page numbers for paraphrases.	<p>Incorrect: (Bartlett et al., 2025, p. 325).</p> <p>Correct: (Bartlett et al., 2025).</p>

Maggie is the author's first name, not her last name. The comma in between the author's names indicates that it has been inverted.

Shorten titles to the first three words or phrase that makes sense. Articles such as "The, A, An" should also be removed.

References

- The References section is a list of all sources used in an assignment. It starts on a new page.
- References entries have a very specific format and organization. The following sections detail how each element of the References should appear.

Authors' Names in References

***NOTE:** Authors' names in References are **inverted**: last name, first and middle name initial(s).

Author's Name on the Source	Author's Name in References	Explanation
1 Author John Winslow Irving	Irving, J. W.	Invert the name: last name, initials.
2 Authors Leo A. Groarke and Christopher W. Tindale.	Groarke, L. A., & Tindale, C. W.	Use an ampersand "&" instead of the word "and."
3 – 20 Authors Stanley J. Shapiro, Kenneth Wong, William D. Perreault, E. Jerome McCarthy	Shapiro, S. J., Wong, K., Perreault, W. D., & McCarthy, E. J.	List all the names by inverting them. Before the last author's name, put an ampersand "&."
Group Author World Health Organization	World Health Organization	Use the full name of the organization.
No Author - Article Around the Mission	<i>Around the mission.</i>	Write the entire article title in <i>italics</i> only. *NOTE: Use sentence case in the References.
YouTube Videos Talltanic	Talltanic	Use the uploader's name.
Films Orson Welles	Welles, O.	Use the director's name.

Uncommon Name Formats	Original Name	Name in References
Hyphenated Names	Joseph Gordon-Levitt	Gordon-Levitt, J.
Multiple Last Names	Lindsey bat Joseph	bat Joseph, L.
Multiple First Names	Anne-Marie Bennett	Bennett, A.-M.
Multiple Middle Names	James Hugh Calum Laurie	Laurie, J. H. C.
First Name is an Initial	C. S. Lewis	Lewis, C. S.
One Name	Plato	Plato

Title Capitalization in References

Sentence Case - Article Titles and Book Titles

These titles are written like a normal sentence. Capitalize the first word, words after colons, and proper nouns.

Article title in source: Bowling Alone: The Collapse and Revival of American Community

Article title in References: Bowling alone: The collapse and revival of American community



Book title in source: Globalization in World History

Book title in References: *Globalization in world history*

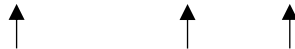


Title Case - Journal Titles

Do not change journal titles. They are capitalized exactly as they appear in the source.

Journal title in source: Child Psychiatry & Human Development

Journal title in References: Child Psychiatry & Human Development



Date

- Write the date in this order: (Year, Month Day).
 - Example: (2022, July 29).
- Use the date of the “last update” or “last revision” when available. Otherwise, use the “publication date.”
- If there is no date for a source, then write (n.d.), which means “no date.”

In-text Citation (Purdue University, n.d.)

Reference Purdue University. *Additional resources*. (n.d.). Purdue Owl.

https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/additional_resources.html

References

URLs and DOIs

- Make sure that the link you are pasting into your References page is an active link.
- **Active link** means that the reader should be able to click on the URL or DOI and see the source you referred to.

URL in References	http://www.thecanadianencyclopedia.ca/en/article/chinese-canadians
DOI in References	https://doi.org/10.1007/s10578-012-0325-y

Edition and Page Range Abbreviations

- There are some common abbreviations that are used in the References. They are usually found on books/textbooks.

Edition	ed.
Editor	Ed.
Editors	Eds.
Revised edition	Rev. ed.
Canadian edition	Cdn. ed.

Example: Storey, J. (2024). *Cultural Theory and Popular Culture: An Introduction* (10th ed.). Routledge.

- There is also a common abbreviation that is used for pages.
 - **p.** is used for in-text citations when only one page is being referred to.
 - **pp.** is commonly used to indicate the page range of the source in References. It can also be used for in-text citations when a quotation spans more than one page.

In-Text Citation

References

p.	(Smith, 2012, p. 45)	N/A
pp.	(Anagnost, 1989, pp. 210-211)	Anagnost, A. (1989). Prosperity and counterprosperity: The moral discourse on wealth in post-Mao China. In A. Dirlik & M. Meisner (Eds.), <i>Marxism and the Chinese experience</i> (pp. 210-234). M. E. Sharpe.

References Examples

- Use the References Format as a checklist to organize the information of a References entry.
- **Replace the information in the box with the source-specific information.**
 - If information is written in *italics*, that information will be written in italics for your entry.
 - The content without a box is written exactly as is in the Reference entry.
 - Replace all instances of # with the applicable number.
 - Page range #-# -> 290-300

Online Sources

Journal Article from an Online Database

***NOTE:** Pay attention to the formatting. Notice how the journal title and the volume number are written in *italics*.

References Format

Author's last name, initials.	(Year).	Article title.	<i>Journal title,</i>
<i>Volume #</i> (Issue #),	Page range #-#.	URL or DOI	

References Example

Hansen, B., Skirbekk, B., Oerbeck, B., Wentzel-Larsen, T., & Kristensen, H. (2013).

Persistence of sleep problems in children with anxiety and attention deficit

hyperactivity disorders. *Child Psychiatry & Human Development*, 44(2), 290-304.

<https://doi.org/10.1007/s10578-012-0325-y>

Source has **more than one author?** Refer to the rules on p. 13.

(Hansen et al., 2013, p. 293).

In-text Citation

Article from a Website/Newspaper/Magazine

References Format

Author's last name, initials.	(Year, month day).	<i>Article title.</i>
Website/newspaper/magazine name.		URL

References Example

Chan, A. B. (2019, May 22). *Chinese Canadians*. The Canadian Encyclopedia.

<http://www.thecanadianencyclopedia.ca/en/article/chinese-canadians>

In-text Citation

(Chan, 2019).

References

Article from a Website – Group Author

References Format	Group author’s full name.	(Year, month day).	<i>Article title.</i>	Website name.	URL
--------------------------	---------------------------	--------------------	-----------------------	---------------	-----

References Example Canadian Space Agency. (2020, April 22). *Creating moon craters*. Government of Canada. <https://www.asc-csa.gc.ca/eng/activities/fun-experiments/creating-moon-craters.asp>

In-text Citation (Canadian Space Agency, 2020).

Article from a Website – No Author

References Format	<i>Article title.</i>	(Year, month, day).	Website name.	URL
--------------------------	-----------------------	---------------------	---------------	-----

References Example *How to create a realistic travel budget that actually works*. (n.d.). Budgetbakers. <https://budgetbakers.com/blog/create-realistic-travelbudget>

In-text Citation (“How to Create,” n.d.).

The title has different capitalization and formatting for in-text citations and References entries.

E-book

References Format	Author’s last name, initials.	(Year, month day).	<i>Book title</i> (edition if applicable).		
	Publisher.	URL			

References Example Walters, S. (2020, August 20). *Psychology* (1st Cdn. ed.). Thompson Rivers University. <https://psychology.pressbooks.tru.ca/>

In-text Citation (Walters, 2020, p. 101).

If your book has an edition, write it in an abbreviated form using the rules on p. 15.

References

Lecture Notes

References Format

Author's last name, initials.	(Year, month day).	[Lecture notes on	
topic].	Department name,	Institutional name.	URL

References Example

Anderson, R. (2020, January 1). [Lecture notes on how to summarize]. Department of English, Alexander College.

https://canvas.alexandercollege.ca/courses/62/pages/module_item_id=2573

In-text Citation (Anderson, 2020).

PowerPoint Slides

References Format

Author's last name, initials.	(Year).	<i>Title of presentation</i>	[PowerPoint slides].
Platform name.	URL		

References Example

Chan, H. (2019). *How to be an academic angel and avoid plagiarism* [PowerPoint slides].

Canvas. https://canvas.alexandercollege.ca/courses/62/files/56?module_item=25

In-text Citation (Chan, 2019).

Artificial Intelligence (AI, e.g., ChatGPT)

References Format

Author of the model.	(Year).	<i>Software name.</i>	(Version)
----------------------	---------	-----------------------	-----------

[Large language model].

URL

References Example

OpenAI. (2025). *ChatGPT* (GPT-3.5) [Large language model]. <https://chatgpt.com/>

In-text Citation (OpenAI, 2025).

***NOTE:** AI is **NOT** a reliable source of information and can only be used with permission from your instructor.

References
Print Sources

Book

**References
Format**

Author's last name, initials. (Year). *Book title* (edition if needed). Publisher.

**References
Example**

Stearns, P. N. (2023). *Globalization in world history* (4th ed.). Routledge.

**In-text
Citation**

(Stearns, 2023, p. 34).

Anthology (Edited Collection of Short Stories, Essays, etc.)

**References
Format**

Author's last name, initials. (Year). Article title. In
Initials and last name of editor(s) (Eds.), *Book title* (pp. #-#). Publisher.

**References
Example**

Anagnost, A. (1989). Prosperity and counterprosperity: The moral discourse on wealth in post-Mao China. In A. Dirlik & M. Meisner (Eds.), *Marxism and the Chinese experience* (pp. 210-234). M. E. Sharpe.

In-text Citation

(Anagnost, 1989, p. 211).

Recorded Media

Film Viewed on DVD or Online Streaming Site (Audio Cine, Kanopy, Netflix, etc.)

**References
Format**

Director last name, initials. (Director). (Year). *Film title*
[Film]. Studio name.

**References
Example**

Welles, O. (Director). (1941). *Citizen Kane* [Film]. Paramount Pictures.

In-text Citation

(Welles, 1941).

References

Video Viewed on Sharing Site (YouTube, etc.) with a Different Speaker than the Uploader

References Format

Speaker's last name, initials. (Year, month day). *Title of the video* [Video].

Website name. URL

References Example

Walker, M. (2019, April). *Sleep is your superpower* [Video]. TED.

https://www.ted.com/talks/matt_walker_sleep_is_your_superpower

In-text Citation

(Walker, 2019).

Video Viewed on Sharing Site (YouTube, etc.) Created by the Uploader

References Format

Channel name. (Year, month day). *Title of the video* [Video]. Website name.

URL

References Example

Talltanic. (2017, January 8). *13 smallest animals in the world* [Video].

YouTube. <http://www.youtube.com/watch?v=bU9yc6OTqGY>

In-text Citation

(Talltanic, 2017).

Podcast

References Format

Host last name, initials. (Host). (Year, month day). Title of podcast (Ep. #)

[Audio/video podcast episode]. In *Podcast name.* Publisher. URL

References Example

Lilley, S., & Soong, C. S. (Host). (2019, November 11). Grade-divided schools: A political history [Audio podcast episode]. In *Against the Grain*. KPFA.

<https://kpfa.org/episode/against-the-grain-november-11/>

In-text Citation

(Lilley & Soong, 2019, 40:41).

References
Citing Images

***NOTE:** If you cite a figure from a resource that you're quoting or paraphrasing, do not create a separate References entry for the figure itself.

Photograph

References Format	Last name, initials.	(Year, month day).	<i>Title of photograph</i>
	[Photograph].	Publisher.	URL

References Example Ebbets, C. C. (1932). *Lunch atop a skyscraper* [Photograph]. The New York Times.
<https://6thfloor.blogs.nytimes.com/2011/09/02/reaching-the-heights/>

In-text Citation (Ebbets, 1932).

Common Mistakes for References

Mistakes	Examples
Capitalizing the wrong words for article/book titles, i.e., not using sentence case.	Incorrect: Globalization in World History Correct: Globalization in world history
Using full first names instead of initials.	Incorrect: Irving, John Winslow. Correct: Irving, J. W.
Switching the order of the first and middle names. Only the order of the first and last names should be inverted.	Author's Name: John Winslow Irving Incorrect: Irving, W. J. Correct: Irving, J. W.
Using et al. for articles with three or more authors.	Incorrect: Shapiro, S. J., et al. Correct: Shapiro, S. J., Wong, K., Perreault, W. D., & McCarthy, E. J.
Not using a hanging indent.	Incorrect: Stearns, P. N. (2023). <i>Globalization in world history</i> (4th ed.). Routledge. Correct: Stearns, P. N. (2023). <i>Globalization in world history</i> (4th ed.). Routledge.

References

1. The word
References at the top,
centred, and in bold

Anagnost, A. (1989). Prosperity and counterprosperity: The moral discourse on wealth in post-

2. Each
source
has a
hanging
indent

Mao China. In A. Dirlik & M. Meisner (Eds.), *Marxism and the Chinese experience* (pp. 210-234). M. E. Sharpe.

3. Titles are
written in
sentence case

Canadian Space Agency. (2017, March 9). *Sowing the seeds of discovery through student science*. <http://www.asc-csa.gc.ca/eng/educators/tomatosphere.asp>

Chan, A. B. (2019, May 22). *Chinese Canadians*. The Canadian Encyclopedia. <http://www.thecanadianencyclopedia.ca/en/article/chinese-canadians>

4. Document is
double-spaced

Hansen, B., Skirbekk, B., Oerbeck, B., Wentzel-Larsen, T., & Kristensen, H. (2013). Persistence of sleep problems in children with anxiety and attention deficit hyperactivity disorders.

5. Sources are
listed
alphabetically

Child Psychiatry & Human Development, 44(2), 290-304. <https://doi.org/10.1007/s10578-012-0325-y>

How to create a realistic travel budget that actually works. (n.d.). Budgetbakers. <https://budgetbakers.com/blog/create-realistic-travelbudget>

Lilley, S., & Soong, C. S. (Host). (2019, November 11). Grade-divided schools: A political history [Audio podcast episode]. In *Against the Grain*. KPFA. <https://kpfa.org/episode/against-the-grain-november-11/>

Talltanic. (2017, January 8). *13 smallest animals in the world* [Video]. YouTube. <http://www.youtube.com/watch?v=bU9yc6OTqGY>

Walker, M. (2019, April). *Sleep is your superpower* [Video]. TED. https://www.ted.com/talks/matt_walker_sleep_is_your_superpower

Welles, O. (Director). (1941). *Citizen Kane* [Film]. Paramount Pictures.