

DOCUMENTATION

College instructors usually require one of three formats (APA, Chicago, or MLA) to document the information you use in research papers and essays. The following pages compare and contrast the highlights of these three styles.

APA Style (American Psychological Association style)

1. General Endnote Format

Title the page "References." Double-space the page and arrange the names alphabetically by authors' last names, the date in parentheses, followed by the rest of the information about the publication.

2. Citation for a Single Author

Moore, Thomas. (1992). The Care of the Soul. New York: HarperPerennial.

3. Citation for Multiple Authors

List the last names first followed by initials and use the "&" sign before the last author.

Spinosa, C., Flores, F., & Dreyfus, H.L. (1997). Disclosing New Worlds: Entrepreneurship, Democratic Action, and the Cultivation of Solidarity. Cambridge: MIT Press.

4. Citation for an Editor as Author

Wellwood, J. (Ed.). (1992). Ordinary Magic: Everyday Life as a Spiritual Path. Boston: Shambhala Publications.

5. Citation for an Article in a Periodical

List the author, last name first, the year and month (and day if applicable) of the publication. Then list the title of the article (not underlined), the name of the publication (followed by the volume number if there is one) and the page number or numbers.

Gibson, S. (2001, November). Hanging Wallpaper. This Old House. 77.

6. Citation of On-line Materials

Provide enough information so that readers can find the information you refer to.

Try to include the date on the posting, the title, the original print source (if any), a description of where you found the information, and the date you found the material.

Arnold, W. (April 26, 2002). "Bogdanovich again mines Hollywood lore for 'Cat's Meow'." (Movie Review) Seattle Post-Intelligencer. Retrieved May 1, 2002 on the World Wide Web:

<http://seattlepi.nwsourc.com/printer2/index.asp?ploc=b>

7. General In-text Citation Format

Include three pieces of information: the last name of the author or authors of the work cited in the Endnotes, the year of publication, and the page(s) you refer to.

(Moore, 1992, p. 7).

(See items 1 and 2 above for related endnote entries.)

Chicago Style (from *The Chicago Manual of Style*)

1. General Endnote Format

Title the page "Notes." Double-space the page. Number and indent the first line of each entry. Arrange the names alphabetically by authors' last names and use full names, not initials. Include page references at the end of the entry.

2. Citation for a Single Author

Thomas Moore, The Care of the Soul (New York: HarperPerennial, 1992), 7–9.

3. Citation for Multiple Authors

Charles Spinosa, Ferdinand Flores, and Hubert L. Dreyfus, Disclosing New Worlds: Entrepreneurship, Democratic Action, and the Cultivation of Solidarity (Cambridge: MIT Press, 1997), 66.

4. Citation for an Editor as Author

Wellwood, J., ed. 1992. Ordinary Magic: Everyday Life as Spiritual Path. Boston: Shambhala Publications.

5. Citation for an Article in a Periodical

List the author, last name first, the year of the publication. Then put the title of the article (not underlined), the name of the publication, the month, and the page number or numbers.

Gibson, S. 2001. November. Hanging Wallpaper. This Old House, November, 77.

6. Citation of On-line Materials

Number and indent each entry and provide enough information so that readers can find the information you refer to. Try to include the author (first name first), the date on the posting (in parentheses), the title, the original print source (if any), a description of where you found the information, the URL, and the date you found the material (in parentheses).

1. William Arnold, (April 26, 2002). "Bogdanovich again mines Hollywood lore for 'Cat's Meow'." (Movie Review) Seattle Post-Intelligencer. The World Wide Web: <<http://seattlepi.nwsourc.com/printer2/index.asp?plac=b>> (May 1, 2002)

7. General In-text Citation Format

Number all in-text notes. The first time you cite a work within the text, use all the information as shown in 2. above. When citing the same work again, include only the last name of the author or authors and the page or pages you refer to.

12. Moore, 8.

(See items 1 and 2 above for related endnote entries.)

MLA Style (Modern Language Association style)

1. General Endnote Format

Title the page "Works Cited." Double-space the page and arrange the names alphabetically by authors' last names, followed by the rest of the information about the publication as shown below.

2. Citation for a Single Author

Moore, Thomas. The Care of the Soul. New York: HarperPerennial, 1992.

3. Citation for Multiple Authors

List the last names first followed by full first names.

Spinosa, Charles, Flores, Ferdinand, and Dreyfus, Hubert L. Disclosing New Worlds: Entrepreneurship, Democratic Action, and the Cultivation of Solidarity. Cambridge: MIT Press, 1997.

4. Citation for an Editor as Author

Wellwood, John, ed. Ordinary Magic: Everyday Life as Spiritual Path. Boston: Shambhala Publications, 1992.

5. Citation for an Article in a Periodical

List the author (last name first) the title of the article (using quotation marks), the title of the magazine (with no period), the date (followed by a colon), and the page number.

Gibson, S. "Hanging Wallpaper." This Old House November 2001: 77.

6. Citation of On-line Materials

Provide enough information so that readers can find the information you refer to. Try to include the date on the information, the title, the original print source (if any), the date you found the material, and the URL (if possible).

Arnold, W. (April 26, 2002). "Bogdanovich again mines Hollywood lore for 'Cat's Meow'." (Movie Review) Seattle Post-Intelligencer. Retrieved April 26, 2002 on the World Wide Web:

<http://seattlepi.nwsources.com/printer2/index.asp?plac=b>

7. General In-text Citation Format

Do not number entries. When citing a work listed in the "Works Cited" section, include only the last name of the author and the page or pages you refer to.

(Moore 7-8).

(See items 1 and 2 above for related endnote entries.)