

# HOW TO MAKE YOUR REFERENCE LIST



## BASIC RULES

- The references should begin on a new page separate from the text.
- Label this page "References" in bold.
- This should be centered at the top of the page.
- "Citations" refers to in-text quotes, while "references" are the sources you utilized and should be provided in this list.
- Always consult the APA handbook for out of the ordinary sources.



## PAGE FORMAT

- Follow the margin rules of the rest of your work.
- All text should be double-spaced.
- No skip between references.
- The first line of each entry of the reference list should be indented one-half inch from the left margin (a hanging indent).



## CAPITALIZATION & PUNCTUATION

- Punctuation marks need to be used in specific placements. Look at the previous example.
- For source titles, only capitalize the first word of the title and subtitle, first word after a colon or dash, and proper nouns.
- Italicize titles of longer works (books, names of newspapers, edited collections, etc.).
- Do not italicize, underline or use quotation marks for short works (chapters, essays, etc.).



## ORDER OF INFORMATION

Author's last name, the first initial of their first name, the first initial of their middle name (publication year). Title of source (Edition). Publisher.

- Use the same format for both books and e-books.
- If the source has a URL or DOI link, include it at the end of the reference. (DOIs are the preferred option)
- If editors or translators are involved, name them after the title of the source in parentheses with their respective abbreviations).



## PECULIAR CASES




## MULTIPLE OR UNKNOWN AUTHORS

- For two: List the authors by their last names and initials. Use the ampersand (&) instead of "and" to connect them.
- Three to twenty: After the first nineteen authors' names, use an ellipsis in place of the remaining author's name. Then, end with the final author's name.
- Unknown: Begin with the source title. Only put "Anonymous" if it is listed that way.




## NONTRADITIONAL MEDIUMS

- For films: Director, D. D. (Director). (Date of publication). *Title of motion picture* (italic) [Film]. Production company.
- TV shows: Executive Producer, P. P. (Executive Producer). (Date range of release). *Title of series* (italic) [TV series]. Production company(s).
- Online video: Person or group who uploaded video. (Date of publication). *Title of video* (italic) [Video]. Website host. URL



## ONLINE SOURCES

Author's name (Publication date). Title of source. Container. Retrieval date, from URL.

- Format for online sources are very tricky, always verify with the APA Handbook.
- Because online materials can potentially change URLs, APA recommends providing a Digital Object Identifier (DOI), when it is available, as opposed to the URL.
- Include an italicized container before the URL or DOI (i.e. Youtube, JSTOR, Netflix, etc.)
- Use (n.d.) on the date for rapidly changing sources like online dictionary or thesaurus.
- Include retrieval dates whenever possible: before the URL: "Retrieved \_\_\_ from URL link here"

## ACADEMIC JOURNALS

Information: an article titled "Deep Blue: The Mysteries of the Marianas Trench" that was published in the journal *Oceanographic Study: A Peer-Reviewed Publication...*

In Reference: Author. Deep blue: The mysteries of the Marianas Trench. *Oceanographic Study: A Peer-Reviewed Publication*, Volume, Issue, pages. DOI.

- Present journal titles in full.
- Italicize journal titles.
- Maintain any nonstandard punctuation and capitalization that is used in the title.
- Capitalize all major words in the titles of journals.
- Titles of articles follow the same rules as source titles in the previous section.

For more information on the CDCL and resources:

<https://generales.uprrp.edu/competencias-linguisticas/>

Social media platforms:

Instagram: CDCL UPRRP @cdcl.uprrp

Facebook: CDCLUPRRP

For more APA information visit: [Purdue Online Writing Lab](#)

