An Overview of APA Style

APA (American Psychological Association) style is used in the social sciences to make papers more consistent in appearance and help avoid plagiarism. Remember: attention to detail is key!

Formatting Tips:
- Your document’s margins should be set to one inch on all sides.
- Use a serif font like "Times New Roman," size 10 or 12.
- Double-space your entire document. Never leave any blank lines.
- Insert a header consisting of your paper’s title (possibly shortened) in all capital letters on the left side and a right-aligned page number, which you’ll have to insert from a menu command. On the first page only, include the words "Running head: " just before the title.
- On the very first page, several skipped lines from the top, center your paper’s title, followed by your name on the next line and your institutional affiliation (i.e., your school) on the next.
- To begin a new major section, insert a page break and center the title on its own line.
- If required, your "Abstract" page should be a quick summary (between 150 and 250 words) of your entire paper. Do not indent the first line.
- For the main body of your paper, include the paper’s title once more, centered on its own line. Indent the first line of each paragraph in this part of the paper.
- Common sections include an introduction, "Method," "Results," and "Discussion."

The References Page:
- Insert a page break at the end of your document. This will create a new blank page.
- Type "References" as the title of this page, which should be centered on its own line.
- Each reference should be typed as a single paragraph. To separate these paragraphs, use a hanging indent. Do not skip lines between them.
- References should be listed in alphabetical order (ignoring the words a, an, and the).
- Each reference you list on your References page must correspond to at least one citation in the body of your paper.

An Example Citation:
"The prime objective of scientific reporting is clear communication" (American Psychological Association, 2010).

A Corresponding References Page Entry:

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