Word 2007 Citations & Bibliography Command

Create APA Citation in Text
1. Book Citation (VanHuss, Forde, & Woo, 2008)
2. This is a chapter in a book or section within a reference book (Garrard & Lee, 2008).
3. This is an article in a scholarly journal (Bell, 2008).
4. *This is a periodical article without an author (Common Writing Errors, 2008).
5. This is an article in a newspaper (Benton, 2008).

Word 2007 Citation Type
Type: Book
Type: Book
Type: Journal Article
Type: Article in a Periodical
Type: Article in a Periodical
Type: Document from Web site
Type: Document from Web site

Bibliography (APA)


Bibliography (APA with Minor Corrections)


[http://www.communicationtoday.com/index/anxiety.html](http://www.communicationtoday.com/index/anxiety.html)

List of Corrections

1. Apply hanging indent to generated bibliography.
2. Delete space before issue number in Bell citation (journal article).
3. Delete pp. in Common Writing Errors citation (magazine). Do not use pp. in a magazine. Use pp. in a newspaper citation.
   
   **TIP:** if you know your report is to be keyed in APA, key the correct capitalization when you enter the data in the Insert Source dialog box.