

# Guide to APSA Style Basics

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For more information, consult the *Style Manual for Political Science*, revised edition (Call number: REF JA86.A52 2001), or the *Chicago Manual of Style*, 15<sup>th</sup> edition (Call number: READY REF Z253 U69 2003). More examples are provided in Kate Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations*, 6<sup>th</sup> edition (Call number: READY REF LB2369 T8 1996).

### Formatting the Reference List

1. APSA style generally follows *Chicago Manual of Style's* author-date citation practice. It requires parenthetical references within the text of the paper and a list of references at the end. See the end of this guide for examples of "reference citations in text."
2. Reference lists begin immediately following the conclusion. Type the word "References" flush against the left margin.
3. Use hanging indent form. First line of each reference is set flush left and subsequent lines are indented. References are single-spaced with one empty line between references.
4. Arranged **alphabetically**, not by format of publication (book, journal, etc.).
5. The author should be first element. If no author is present, use the editor's name. If no editor is present, start with the book title or article title.
6. List author's last name, followed by a comma then the author's first and/or middle name. Spell out authors' names. Do not use initials unless they are used by the author.
7. Book and periodical titles should be in *italics*.
8. Chapter and article titles should be contained in quotation marks.
9. The date is always the second element in a citation.
10. Capitalize each word in the titles of articles, books, etc. This rule does not apply to indefinite or definite articles (a, an, the), short prepositions, or conjunctions unless one is the first word of the title or subtitle.

**See Chapter 17 of the *Chicago Manual of Style* for more reference list formatting examples.**

### Reference Examples

#### Books:

##### One Author

Hertsgaard, Mark. 1988. *On Bended Knee: The Press and the Reagan Presidency*. New York: Schocken Books.

##### Two Authors

Decker, Scott H., and Barrick Van Winkle. 1996. *Life in the Gang: Family, Friends, and Violence*. New York: Cambridge University Press.

#### Chapter from book:

Wilson, Graham K. 1996. "The Clinton Administration and Interest Groups." In *The Clinton Presidency: First Appraisals*, ed. Colin Campbell and Bert A. Rockman. Chatham, NJ: Chatham House Publishers.

#### Journal article, two authors (print, microfilm, PDF):

Herrmann, Richard K, and Jonathan W. Keller. 2004. "Beliefs, Values, and Strategic Choice: U.S. Leaders' Decisions to Engage, Contain, and Use Force in an Era of Globalization." *Journal of Politics* 66 (May): 557-80.

Merlo, Alida V., and Peter J. Benekos. 2003. "Defining Juvenile Justice in the 21<sup>st</sup> Century." *Youth Violence and Juvenile Justice* 1 (July): 276-88.

**Journal article, one author (from a library subscription database):**

Brzoska, Michael. 2003. "From Dumb to Smart? Recent Reforms of U.N. Sanctions." *Global Governance* 9 (October-December): 519-535. Academic Search Premier (September 27, 2005).

Britton, Ann Hartwell. 2006. "Bones of Contention: Custody of Family Pets." *Journal of the American Academy of Matrimonial Lawyers* 20: 1-37. LexisNexis Academic (January 29, 2007).

**Newspaper article, one author (print, microfilm, PDF):**

Talev, Margaret. 2004. "No Budget Accord in Cards This Week." *Sacramento Bee*, 9 July.

**Newspaper article, no known author (print, microfilm, PDF):**

*Sacramento Bee*. 2004. "Eyes on Sudan: Victims of Racist Repression Need Help Now." 9 July.

**Newspaper article, one author (online version):**

Frates, Chris. 2003. "High School Junior Suspended after Posting Anti-war Fliers." *Denver Post*, February 28. [http://www.ccmep.org/2003\\_articles/Iraq/022803\\_high\\_school\\_junior\\_suspended\\_after.htm](http://www.ccmep.org/2003_articles/Iraq/022803_high_school_junior_suspended_after.htm) (September 27, 2005).

Balz, Dan. 2007. "Mixed Reviews for Clinton in Iowa." *Washington Post*, January 29. <http://www.washingtonpost.com/wp-dyn/content/article/2007/01/28/AR2007012801321.html> (January 29, 2007).

**Report from a private organization available on organization Web site:**

Burtless, Gary. 2004. "The Labor Force Status of Mothers Who Are Most Likely to Receive Welfare: Changes Following Reform." *The Brookings Institution*. <http://www.brookings.edu/views/op-ed/burtless/20040330.htm> (April 10, 2005).

Death Penalty Information Center. 2005. "Crimes Punishable by the Death Penalty." <http://www.deathpenaltyinfo.org/article.php?did=144&scid=10> (January 29, 2007).

**Executive Agency Government Documents (online versions):**

California Department of Education. Professional Development and Curriculum Support Division. 2004. *NCLB Teacher Requirements Resource Guide*. <http://www.cde.ca.gov/nclb/sr/tq/documents/nclbresourceguide.pdf> (November 15, 2006).

U.S. Department of Education. National Center for Education Statistics. 2004. *Crime and Safety in America's Public Schools: Selected Findings from the School Survey on Crime and Safety*. <http://nces.ed.gov/pubs2004/2004370.pdf> (July 23, 2005).

U.S. Department of Justice. Office of Juvenile Justice and Delinquency Prevention. 1997. *Juvenile Justice Reform Initiatives in the States 1994-1996*. <http://ojjdp.ncjrs.gov/pubs/reform/contents.html> (November 15, 2006).

**Bills (online versions):**

California Legislature. Assembly. 2004. *Homeowner's Insurance: Dog Breeds*. 2003-2004 sess., A.B. 2399. [http://www.leginfo.ca.gov/pub/03-04//bill/asm/ab\\_2351-2400/ab\\_2399\\_bill\\_20040219\\_introduced.html](http://www.leginfo.ca.gov/pub/03-04//bill/asm/ab_2351-2400/ab_2399_bill_20040219_introduced.html) (November 15, 2006).

U.S. Congress. House. 2005. *Clean, Learn, Educate, Abolish, Neutralize, and Undermine Production (CLEAN-UP) of Methamphetamines Act*. 109<sup>th</sup> Cong., 1<sup>st</sup> sess., H.R. 13. LexisNexis Congressional (November 15, 2006).

U.S. Congress. Senate. 2005. *Northern California Coastal Wild Heritage Wilderness Act*. 109<sup>th</sup> Cong., 1<sup>st</sup> sess., S. 128. <http://thomas.loc.gov/cgi-bin/query/D?c109:1:./temp/~c109a6k5ze::> (November 15, 2006).

#### **Laws and Codes (online versions):**

Children's Health Act of 2000. 2000. *United States Public Laws*. 106<sup>th</sup> Cong., 2<sup>nd</sup> sess., P.L. 106-310. LexisNexis Congressional (November 14, 2006).

Children's Health Act of 2000. 2000. *Statutes at Large*. Vol. 114, p. 1101. LexisNexis Congressional (November 13, 2006).

Definition of "Marriage" and "Spouse." 2006. *United States Code Service*. Title 1, Sec. 7. LexisNexis Academic (November 15, 2006).

Postal Service. 2006. *United States Code*. Title 39, Sec. 3211. [http://www.law.cornell.edu/uscode/html/uscode39/usc\\_sec\\_39\\_00003211----000-.html](http://www.law.cornell.edu/uscode/html/uscode39/usc_sec_39_00003211----000-.html) (November 15, 2006).

Welfare and Institutions Code. 2006. *Deering's California Codes Annotated*. Sec. 4094. LexisNexis Academic (November 15, 2006).

#### **Legislative Reports (online versions):**

California Legislature. Assembly. Committee on Insurance. 2004. *Homeowner's Insurance: Dog Breeds*. 2003-2004 Sess., 5 May. [http://www.leginfo.ca.gov/pub/03-04//bill/asm/ab\\_2351-2400/ab\\_2399\\_cfa\\_20040503\\_124551\\_asm\\_comm.html](http://www.leginfo.ca.gov/pub/03-04//bill/asm/ab_2351-2400/ab_2399_cfa_20040503_124551_asm_comm.html) (November 15, 2006).

U.S. Congress. House. Committee on Judiciary. 2005. *Private Property Rights Protection Act of 2005*. 109<sup>th</sup> Cong., 1<sup>st</sup> sess., H. Rept. 262. LexisNexis Congressional (November 13, 2006).

#### **Legislative Hearings -- Entire hearing document cited (online version):**

U.S. Congress. House. Committee on Energy and Commerce. 2005. *Protecting Property Rights After Kelo*. 109<sup>th</sup> Cong., 1<sup>st</sup> sess., 19 October. LexisNexis Congressional (November 13, 2006).

U.S. Congress. House. Committee on Government Reform. 2004. *Balancing Act: The Health Advantages of Naturally-Occurring Hormones in Hormone Replacement Therapy*. 108<sup>th</sup> Cong., 2<sup>nd</sup> Sess., 22 July. [http://frwebgate.access.gpo.gov/cgi-bin/useftp.cgi?IPaddress=162.140.64.120&filename=97963.wais&directory=/diskb/wais/data/108\\_house\\_hearings](http://frwebgate.access.gpo.gov/cgi-bin/useftp.cgi?IPaddress=162.140.64.120&filename=97963.wais&directory=/diskb/wais/data/108_house_hearings) (November 15, 2006).

#### **Legislative Hearings -- Only one piece of testimony cited (online versions):**

Anderson, Steven D. 2005. "Review of Kelo v. New London Court Case on Eminent Domain." In *Protecting Property Rights After Kelo*, U.S. Congress. House. Committee on Energy and Commerce. 109<sup>th</sup> Cong., 1<sup>st</sup> sess., 19 October. LexisNexis Congressional (November 13, 2006).

#### **Presidential and Gubernatorial Documents (online versions):**

Bush, George W. 2004. "Remarks to the American Conservative Union 40<sup>th</sup> Anniversary Gala." *The American Presidency Project*. May 13. <http://www.presidency.ucsb.edu/ws/?pid=62738> (November 14, 2006).

Clinton, William J. 1993. "Statement on Signing the Family and Medical Leave Act of 1993." *Public Papers of the Presidents*. February 5. <http://frwebgate2.access.gpo.gov/cgi-bin/waisgate.cgi?WAISdocID=525343131963+0+0+0&WAISaction=retrieve> (November 13, 2006).

Schwarzenegger, Arnold. 2006. "Transcript of Governor Schwarzenegger Discussing Election Before Leaving on Mexico Trade Mission." *Office of the Governor*. November 8. <http://gov.ca.gov/index.php?/speech/4684/> (November 13, 2006).

## Case Citations – Court Opinions:

### Online

*Marbury v. Madison*. 1803. 5 U.S. 137; 2 L. Ed. 60. LexisNexis Academic (November 15, 2006).

*Texas Beef Group v. Winfrey*. 1998. 11 F.Supp. 2d 858. LexisNexis Academic (November 15, 2006).

### Print, PDF:

*Marbury v. Madison*. 1803. 5 U.S. (1 Cranch) 137; 2 L. Ed. 60.

## Reference Citations in Text (Parenthetical References)

When writing your paper, whenever you express words, facts, or ideas that are not your own, you need to refer the reader to the original source of that information. Those sources are listed in the References. The author's last name and the year of publication should always appear in the text, and pages or paragraphs should be listed when citing or quoting a specific section of the work.

See Chapter 17 of the *Chicago Manual of Style* for more reference citation examples.

## Examples of Citations in Text (Parenthetical References)

### Author's Name in Text (no page number):

Walker (2000) compared reaction times...

### Author's Name in Reference (no page number):

In a recent study of reaction times (Walker 2000)...

### Author's Name in Text (page number):

According to Jones (1998), "Students often had difficulty using APSA style" (199)

### Author's Name in Reference (page number):

She stated, "Students often had difficulty using APSA style." (Jones 1998, 199)

### Legal Citations (no page number):

The U.S. Supreme Court ruled that foreigners currently held in U.S. custody at Guantanamo Bay are entitled to habeas corpus rights. (*Rasul v. Bush* 2004)

### Government Report (page number):

Although many schools report incidents of violence, far fewer experience "serious violent incidents." (U.S. Department of Education 2004, 2)