Place All of Your Title Here

Your Name

South Florida Community College

Author Note

An author's note lists the specific information about the course or department and can provide acknowledgments and contact information. Example: This paper was prepared for Class Name 101, Section A, taught by Jane Doe.
Abstract

The abstract is in block format, without indentation. The abstract has its own page and should be between 150 and 250 words. The Abstract is a concise summary of the key points of your research. Your abstract should contain at least your research topic, research questions, participants, methods, results, data analysis, and conclusions. You may also include possible implications of your research and future work you see connected with your findings. Your abstract should be a single paragraph double-spaced. This is an example of 150 words. This is an example of 150 words. This is an example of 150 words. This is an example of 150 words. This is an example of 150 words. This is an example of 150 words. This is an example of 150 words. This is an example of 150 words. This is an example of 150 words. This is an example of 150 words.
Full Title of Paper
Centered

The introduction of the paper begins here. Double-space throughout the paper, including the title page, abstract, body of the document, and references. The body of the paper begins on a new page (page 3). Subsections of the body of the paper do not begin on a new page. The title of the paper (in uppercase and lowercase letters) is centered on the first line below the running head. The introduction (which is not labeled) begins on the line following the paper title and should address your thesis statement. You can organize your paper using headings, which should reflect this thesis statement.

**You should center headings.**

Text citations - Source material must be documented in the body of the paper by citing the author(s) and date(s) of the sources. This is to give proper credit to the ideas and words of others. The reader can obtain the full source citation from the list of references that follows the body of the paper. When the names of the authors of a source are part of the formal structure of the sentence, the year of the publication appears in parenthesis following the identification of the authors, e.g., Eby (2001) states that...

When the authors of a source are not part of the formal structure of the sentence, both the authors and years of publication appear in parentheses, separated by semicolons, e.g. (Doe and Jane, 2005; Max, Peter, & Brook, 2008). When a source that has three, four, or five authors is cited, all authors are included the first time the source is cited. When that source is cited again, the first authors’ surname and “et al.” are used.

When a source that has two authors is cited, both authors are cited every time. If there are six or more authors to be cited, use the first authors’ surname and “et al.” the
first and each subsequent time it is cited. When a direct quotation is used, always include
the author, year, and page number as part of the citation. A quotation of fewer than 40
words should be enclosed in double quotation marks and should be incorporated into the
formal structure of the sentence. A longer quote of 40 or more words should appear
(without quotes) in block format with each line indented five spaces from the left margin.

  This is an example. This is an example. This is an example. This is an
e
example. This is an example. This is an example. This is an example. This is an
e
example. This is an example. This is an example. This is an example. This is an
e
example. This is an example. This is an example. This is an example.

The references section begins on a new page. The heading is centered on the first
line below the manuscript page header. The references (with hanging indent) begin on
the line following the references heading. Entries are organized alphabetically by
surnames of first authors.

Reference List

Start the reference list on a new page (example on next page). Type the word References
in uppercase and lowercase letters, centered, at the top of the page. Double-space all
references entries. References cited in text must appear in the reference list; conversely,
each entry in the reference list must be sited in the text. Arrange entries in alphabetical
order by the surname of the first author or the first letter in the title. The first line of an
entry should be at the left of the page, while subsequent lines should have a hanging
indent of ½ inch.

If you need further assistance, please come to SFCC’s Writing Lab.
References

( These are several examples of references you might use. If you have the Wadsworth Handbook it can help you as well. )

**Single Author**
Last name first, followed by author initials.


**Two Authors**

**Article From a Database**

Please note: APA states that including database information in citations is not necessary because databases change over time (p. 192). However, the OWL still includes information about databases for those users who need database information.


**Online Encyclopedias and Dictionaries**

Often encyclopedias and dictionaries do not provide bylines (authors' names). When no byline is present, move the entry name to the front of the citation. Provide publication dates if present or specify (n.d.) if no date is present in the entry.

Feminism. (n.d.). In *Encyclopedia Britannica online*. Retrieved from

http://www.britannica.com/EBchecked/topic/724633/feminism
Books

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle.*

Location: Publisher.

Government Document


Article in a Magazine


Online magazine article

Author’s last name, Initials. (year, month day). Title of article. *Title of Periodical, volume*(issue number), pages. Retrieved from home page URL of magazine


Article in a Newspaper


Online newspaper article

Author’s last name, Initials. (year, month day). Title of article. *Title of Newspaper.*

Retrieved from URL of the home page where online version of the article is available by search.


Electronic version of print book with a DOI

Author’s last name, Initials. (year of publication). *Title of book* [Electronic version].

doi: xx.xxxx/xxxxxxxxxx


Electronic version of print book without a DOI

Author’s last name, Initials. (year of publication). *Title of book* [Electronic version].

Retrieved from URL


Journal article with a DOI

Author’s last name, Initials. (year). Title of article. *Title of Periodical, volume*(issue number if available), pages. doi: xx.xxxx/xxxx-xxxx.xx.x.xxx


doi: 10.1188/09.CJON.564-572
Journal article without a DOI

Author’s last name, Initials. (year). Title of article. Title of Periodical, volume(issue number if available), pages. Retrieved from home page URL of the journal


Nonperiodical Web Document, Web Page, or Report

List as much of the following information as possible (you sometimes have to hunt around to find the information; don't be lazy. If there is a page like http://www.somesite.com/somepage.htm, and somepage.htm doesn't have the information you're looking for, move up the URL to http://www.somesite.com/):


References


Payne, Randall M. (2011). Citation of Online Sources Using APA Format. South Florida Community College Library.

This handout compiled by: Amanda Farmer
South Florida Community College Writing Lab.
2012