

APA (7th edition) Referencing Guide

We can help! For a 1:1 referencing session or for referencing queries, email:
clinical.librarian@elht.nhs.uk

Please note: The following information is taken from the 12th edition of *Cite Them Right* (Pears & Shields, 2022). Individual departments or lecturers may have different referencing standards. **Check with your department before submitting your work.**

What is referencing?

Referencing is a method of acknowledging your information sources. It supports your argument, gives credit to the original authors and demonstrates wider reading (Pears and Graham, 2022, p. 1). Referencing is also inherent to good academic practice and helps to avoid plagiarism.

When do I reference?

You need to reference every time you use another person's information, words or ideas – even if you paraphrase or summarise it (Pears and Shields, 2019, p. 1).

However, common knowledge, information “expected to be known by someone [...] working in a particular subject area” does not need to be referenced e.g. “London is the capital city of England” (Pears and Shields, 2022, p. 3).

If you are unsure whether to reference, ask yourself:

- Did I know this before I started my course?
- Did the information come from me?

If the answer is no, you need to reference your sources (Pears and Graham, 2022, p. 3).

Every piece of work must include two references:

In your work when you use a source (**in-text referencing**)

and

A reference list at the end of your work

APA 7th edition: In-text referencing

When you use information, you need to put a reference next to it (in-text reference). This must include:

- Authors' surnames (no first initial) or name of organization (e.g. NHS, BBC)
- Year of publication
- Page number (if there is one)

The authors' name can either go inside the brackets (example a) or form part of your sentence (example b). There are no rules on this, it is a stylistic choice.

This format is the same for all sources e.g. books, websites, journal articles.

(a) Nursing students are advised to "...get to know your library and make the most of what it has to offer" (Glasper & Carpenter, 2021, p. 77).

Or:

(b) Glasper and Carpenter advise nursing students to "...get to know your library and make the most of what it has to offer" (2021, p. 77).

How do I reference sources quoted by other people? (Secondary referencing)

If you use a quote that is featured in the work you are reading, it is called **secondary referencing**.

In text, you must reference both the original author and the secondary work.

In-text reference:

Greenhalgh (2017, as cited in Glasper & Carpenter, 2021, p. 53) states that ...

However, your **reference list** must only include the sources you have *read*. In this example, the student would reference Glasper & Carpenter (2021) but not Greenhalgh.

APA 7th edition: Reference List

A reference list goes at the end of the work on a new page. The first line of each reference should be indented.

Multiple authors are separated by commas with an ampersand ‘&’ between the final two e.g.

- Graham, R. & Pears, G.
- Hartfiel, N., Sadera, G., Treadway, V., Lawrence, C., & Tudor Edwards, R.

See below for how to reference multiple authors and when to use et al.

Authors’ first initials are included in the reference list but not in-text.

Books (print)

- Author/editor surname, then initials. If editor(s), put (Ed.) or (Eds.) after
- Year of publication (in round brackets)
- *Title in italics*
- Edition as (ed.). [only if it is not the first]
- Publisher

Please note:

Referencing books has changed for the 2022 edition. Check your department guidelines!

Indented second + lines (hanging indent)

Glasper, A., & Carpenter, D. (Eds.). (2021). *How to write your nursing dissertation* (2nd ed.). Wiley-Blackwell.

eBooks

- Author/Editor surname then initials. If editor, put (Ed.) or (Eds.) after
- Year of publication (in round brackets).
- *Title* (in italics)
- Publisher
- doi or URL

Robinson, T. & Scullion, J. (Eds.). (2021). *Oxford handbook of respiratory nursing*. Oxford University Press.
<https://go.openathens.net/redirector/nhs?url=https://dx.doi.org/10.1093/med/9780198831815.001.0001>

Adapted from: Pears, R. & Shields, G. (2022) *Cite Them Right* (12th ed.). London: Palgrave.

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Chapter of a book

- Author of chapter (surname, then initials)
- Year of publication (in round brackets)
- Title of chapter.
- In
- Name(s) of editor(s) (initials then surname) then (Ed.). or (Eds.).
- *Title of book in italics*
- Page numbers of chapter as pp. (in round brackets) e.g. (pp. 00-00)
- Publisher

Bonner-Janes, M. (2021). Starting the journey of your final-year project. In A. Glasper & D. Carpenter (Eds.) *How to write your nursing dissertation* (pp. 3-13). Wiley-Blackwell.

Websites

- Author (person or organisation).
- Year webpage was published or last updated (in round brackets).
- Title of webpage.
- doi: [number here] or [paste URL]

NICE. (2022). Type 1 diabetes in adults: diagnosis and management.
<https://www.nice.org.uk/guidance/ng17>

Cox, D. (2022). 120 years of Cancer Research UK: how science transformed survival rates. <https://news.cancerresearchuk.org/2022/12/19/120-years-of-cancer-research-uk-how-science-transformed-survival-rates/>

Journal articles

- Author(s) (surname followed by initials)
 - Year of publication (in round brackets).
 - Title of article.
 - *Title of journal (in italics)*
 - *Volume number in italics*, (issue in round brackets)
 - Page numbers [no pp.].
- If accessed online:
- doi: [number here] or [paste URL]

Full-stop after
year and title

Hartfiel, N., Sadera, G., Treadway, V., Lawrence, C., & Tudor Edwards, R. (2021). A clinical librarian in a hospital critical care unit may generate a positive return on investment. *Health Information & Libraries Journal*, 38(2), 97–112. doi: 10.1111/hir.12332

No pp. for page in journals

Government Publications

- Name of government department.
 - Year of publication (in round brackets).
 - *Title (in italics)*
 - Report series and number (in round brackets).
 - Publisher
- OR** if viewed online:
- doi: [number here] **or** [paste URL]

Medicines & Healthcare Products Regulatory Agency. (2020). *Early Access to Medicines Scientific Opinion - Public Assessment Report: Dupilumab*. (04425/0003).
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/909844/Dupilumab Public Assessment Report PAR .pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/909844/Dupilumab_Public_Assessment_Report_PAR_.pdf)

Multiple authors (et al.)

Many works are written by multiple authors. To be concise, use et al. (and others) can be used.

Number of authors	In-text reference	Reference list
Two authors	Use both names in every reference: <i>(Glasper & Carpenter, 2021)</i>	Use both names: <i>Glasper, A. & Carpenter, D. (eds.). (2021) How to write your nursing dissertation [...]</i>
Three or more authors	For two or more authors, abbreviate to the first author plus et al. <i>(Hartfiel, et al., 2021, p. 100)</i>	Use all names up to twenty authors: <i>Hartfiel, N., Sadera, G., Treadway, V., Lawrence, C., & Tudor Edwards, R. (2021).</i> If there are more than twenty authors, list the first nineteen, then place an ellipsis ... and list the last author. <i>Futamura, M., Yamamoto, M., Yanagida, N., Igarashi, T., Yanai, T., Kamimaki, I. ... Nakashima, T. (2021). Association between early introduction of EGG intake and current Eczema in 12-month-olds. Acta Dermato-Venereologica, 101(221), 49-65. doi: 10.2340/00015555-3793</i>

(Pears & Shields, 2022, p. 132)

APA 7th ed. Sample Reference List

Reference List

- Allergy UK. (2022). Eczema (Atopic Dermatitis). <https://www.allergyuk.org/types-of-allergies/eczema/>
- Burge, S. (2016). *Oxford handbook of medical dermatology*. Oxford University Press. <https://go.openathens.net/redirector/nhs?url=https://dx.doi.org/10.1093/med/9780198747925.001.0001>
- Futamura, M., Yamamoto, M., Yanagida, N., Igarashi, T., Yanai, T., Kamimaki, I. ... Nakashima, T. (2021). Association between early introduction of EGG intake and current Eczema in 12-month-olds. *Acta Dermato-Venereologica*, 101(221), 49-65. doi: [10.2340/00015555-3793](https://doi.org/10.2340/00015555-3793)
- Griffiths, C. E. M., Bleiker, T. O., Creamer, D., Ingram, J. R., Simpson, R. C. (Eds.). (2022). *Rook's Dermatology Handbook*. Wiley-Blackwell.
- McGrath, J. A. (2012). The structure and function of skin. In E. Calonje, T. Brenn, A. Lazar & P. H. McKee (Eds.) *McKee's Pathology of the Skin* (pp. 1-31). Elsevier.
- Medicines & Healthcare Products Regulatory Agency. (2020). *Early Access to Medicines Scientific Opinion - Public Assessment Report: Dupilumab*. (04425/0003). https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/909844/Dupilumab_Public_Assessment_Report_PAR_.pdf
- NICE. (2021). Atopic eczema in under 12s: diagnosis and management. <https://www.nice.org.uk/guidance/cg57>
- Ong, P. Y. (2014). Association between egg and staphylococcal superantigen IgE sensitizations in atopic dermatitis. *Allergy and Asthmas*, 35(4), 346–348. doi: [10.2500/aap.2014.35.3757](https://doi.org/10.2500/aap.2014.35.3757)