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(Module) Research Methodology   (Grade) Senior Undergraduate

(Major) Sciences of the Language   (Instructor) Dr. Ahmed Bacher

Documentation of Sources According to APA 7th ed. (2020)

Outcomes: *By the completion of this tutorial, students will able to*:

1. identify the innovations included in APA 7th edition;

2. examine other referencing systems;

3. differentiate between

Introduction

The newest edition (7th) of the *Publication Manual of the American Psychological Association* was initially published in October 1st, 2019. APA's *Publication Manual* stems from the "practical needs of users" with the "aim to support the many ways in which people communicate". It is claimed "when style works best, ideas flow logically, sources are accredited properly, and papers are organized predictably and consistently". Efficient communication seems to be, therefore, achieved through logical flow of ideas, acknowledgment of sources, and consistency. The Publication Manual is not only concerned with referencing, but also with other topics of interest for the dissemination of knowledge such as writing style and grammar, bias-free language guidelines, mechanics of style, paper format, and publication process, etc.

The full implementation of the *Publication Manual of the American Psychological Association* 7th edition in both students' research projects and professional circles is set to be as from August 31st, 2021.

There is no royal road to the easy mastery of all the details in the 7th edition or any other edition for that matter. It is through practice that entails trial and error that all those "troublesome", demanding details fall into place. Pythagoras advises "choose always the way that seems the best, however rough it may be; custom will soon render it easy and agreeable". Excellence is a matter of habit that is forged through hard work, i.e., repetitive practice.

Essential Components of the Documentation of Sources

In order to meet the three criteria of APA *The Publication Manual*, i.e., accuracy, concision, and inclusiveness, researchers wishing to acknowledge their sources need to answer four (4) main questions:

    1. **Who** *produced the material?* [Author(s)]

    2. **When** *was the material produced?* [Copyright *year*]

*3. **What** is this material? [Title]*

*4. **Where** was the material in question published? [Publisher]*

The order in which the answers are constitutes the key components of a workable reference list. In-text citation, however, requires the page number that need to appear in parentheses next to the copyright year.

1. In-text Citation

In-text citations appear in two ways: narrative and parenthetical citations.

1.1 **Narrative In-text Citation**: When quoting in the natural flow of the "prose", narrative in-text citation is used. The following example illustrates this type of citation:

Unlike creative writing, academic writing is different in terms of tone, style and lack of emotional involvement. Schwartz *et al*. (2012: p. 27) state "[s]cientific writing has its own voice, with the appropriate levels of formality, detachment and objectivity".

It should be noted that a narrative in-text citation that exceeds 40 words is to be detached from the main body, indented, and centered. This type of quoting is called blockquote, which as its appellation suggests it is a quote that stands a block paragraph. An example of a blockquote below will make it clearer:

In defense for APA use, Schwartz *et al*. (2012: p. 3) argue:

> Regardless of whether you are writing a paper as psychology, sociology, or nursing student, if you are asked to write in APA style, you are asked to do so to help communicate your ideas in writing in a way that will be more easily understood by others in your field. APA reflects the scientific method in that its goals are precision and objectivity in writing, as well as standardization of style and format.

No quotes ("...") are to be added to centered/ blockquote citations because they stand as separate paragraphs. And no need for italicizing it or reducing its type font.

In case of two authors, the last (or family) names of both authors need be mentioned in narrative in-text citation as in the following illustration:

Tauber and Mester (2007: p. 3) note "By adopting some creative and nonverbal techniques, we can help more students learn more in all levels and types of education".

It should be noted that authors names are joined by "and" in in-text citations.

1.2. **Parenthetical Citation**: It is generally used at the end of the *paraphrased* statement. Consider the example below:

 The best piece of advice that could be given to novice researchers is painstakingly quote or paraphrase ideas, thoughts, and words from another author (Malkovich 2015: 61).

1.3. Secondary Source

Unlike a primary source, which comes from first-hand account, secondary source is "a record that was created some time after an event. So, it is one or more steps far removed from the original event" (Hamilton, 2005: p.4). Secondary sources may comprise anthologies, dictionaries, directories, manuals, research papers, and textbooks, etc. The one quoting from another source is considered a secondary source.

A citation that is taken from a secondary source is referenced as follows:

Empirical means that something (or its impact) is observable (Ragin, 1994, as cited in Punch, 2005, p. 27)

Two researchers are citing Ragin (1994): The first one is Keith Punch (2005) and the second one is this researcher. Dr. Ahmed Bacher/ Bashar, (2020).

2. Referencing/ Writing up Reference List

Reference lists, as the appellation suggests, are the full list of referenced materials and are kept one step appendices. Reference lists should, however, not be confused with bibliographies. While the former, i.e., **references**, refer to all the references that have been actually read and quoted in the research, the latter, i.e., **bibliographies**, indicate the whole set of references that have been consulted but not quoted in the actual body of the research.

Reference lists are ordered **alphabetically**. The first letter of the last/ family names of the cited authors will decide the precedence of the names over the others. Last/ family names in "A" will obviously come first; names beginning with "Z" come last.

2.1. One-Author Books

As illustrated below, four main components make references: (1) author's name, (2) year of publication, (3) title of the book, and finally (4) the publisher.

1	2	3	4
Last/ Family Name(s)	*Year of publication*	*Title*	*Publisher*
Tracy, S. J.	(2020)	Qualitative research methods (2nd ed.)	John Wiley & Sons, Inc.

APA 7th ed. has dropped the publisher's location. Tracy's book Qualitative research methods second edition was published early this year (2020) by John Wiley &Sons, Inc. and this publishing house is in the US state of New Jersey. "New Jersey" no longer is needed in this latest edition of APA.

2.2. Multiple-authors Books

Books could be authored by more than one author. Unlike APA 6th edition, the 7th edition is inclusive in that it allows to give credit to all the authors who participated in authoring the book.

2.2.1 Two Authors

Multiple Authors	Year	Title	Publisher
Booth, W. C., Colomb, G. G. & Williams, J. M.	2008	The craft of research (3rd ed.)	The University of Chicago Press

Two observations should be made at this stage: (1) an ampersand (&) joins the first and second author's names; book titles are to be *italicized*.

2.2.2 Multiple Authors

Multiple authors could range from 3 to as many as 20 authors. it is now possible to include as many as twenty (20) authors as in the example below:

Bacher, A., Bechar, M., Benmoussa, Y, Bougoufa, Z., Bouhitem, T., Chenini, A. H., Cheriet, A., Chaouch, R., Dadi, M., Elbez, F., Fadlallah, H., Fathallah, N., Guettaf-Temmam, A. H., Hukmollah, W., Laala, Y, Sigueni, L., Slimani, S., Temagoult, S., & Turqui, B. (2020). *Research methodology: Nuts and Bolts*[1]. University of Biskra Press

2.3. Edited Books

An edited book is a collection of research papers and/ or chapters written by various authors. This should not be confused with 1st, 2nd, 3rd, ... edition, which refers to reprinting of the same book. Note that *The craft of research* has been reprinted three times at three different dates.

2.4. Translated Books

Books that are translated into English need be referenced as shown below:

Author	Year	Title of the Book	Translator	Publisher
Monod, J.	(1971)	Chance and necessity : Essay on the natural philosophy of modern biology.	(Wainhouse, A. trans.).	Alfred A. Knopf

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[1] This is an example only. Neither the book nor the University of Biskra Press exists.

It should noted that the translator's last/ family name and the initial of their first name followed by trans. are comprised between parentheses).

2.5. No-author Books

Some books are published by an organization, and, therefore, no author(s0 names appear. In such case, referencing is carried out as follows:

CreativeCloud Publications. (2020). APA booklet: In-text citations & reference list: Easy APA sources formatting. CreativeCloud Publications

The extra examples below are provided by the Publication Manual APA 7th edition.

Example (print version):
Merriam-Webster's collegiate dictionary (11th ed.). (2005). Springfield, MA: Merriam-Webster.

> ➢ Place the title in the author position.

> ➢ Alphabetize books with no author or editor by the first significant word in the title (*Merriam* in this case).

> ➢ In text, use a few words of the title, or the whole title if it is short, in place of an author name in the citation: (*Merriam-Webster's Collegiate Dictionary*, 2005).

Example (electronic version):

Heuristic. (n.d.). In *Merriam-Webster's online dictionary* (11th ed.). Retrieved from http://www.m-w.com/dictionary/heuristic

If the online version refers to a print edition, include the edition number after the title.

2.6. Online Books

Online materials are abundant and provide researchers with a gold mine of information. Online books are reference as shown below:

Author	Year		Publisher	URL/DOI
National Health Committee	2015	The introduction of fit for purpose omics-based technologies-Think piece.	Ministry of Health.	http://health.govt.nz/publication/introduction-fit-purpose-omics-based-think-piece

Please note that if a DOI is provided instead of URL, then the DOI need be specified.

2.7. Book Chapters & Sections

Some consulted books, either in the university libraries or online, are a collection of chapters, each of which is written by a different author. The author and the title of the chapter that has come to be quoted needs to be referenced in the manner showed below:

Author of the chapter	Year	Title of the Chapter	Author(s) of the Edited Book	Title of the Edited Book	Chapter page(s)	Publisher
Beauchaine, T. P.	2013	Taximetrix	Little, T. D.	The Oxford handbook of quantitative methods.	612-634	Oxford University Press

Suppose the quote is taken from page 615, this page number should appear in in-text citation. But, in the reference list the pages of the chapter (i.e., 612-634) must be specified.

2.8. Anthologies/ Encyclopedias

Roughly speaking, anthology refers to a compilation of selected texts. It is interesting to know that anthology derives from Ancient Greek meaning "flower gathering", for *anthos* means "flower". The selected texts are collected for their esthetic aspects exactly as flowers are picked.

Editor	Year	Title	Publisher
Gratton, J. & Le Juez, B.	1994	Modern French short fiction: An anthology	Manchester University Press

This is how it appears on the reference list:

Gratton, J. & Le Juez, B. (1994). Modern French short fiction: An anthology. Manchester University Press.

Encyclopedia, which refers to information from different fields of knowledge, are referenced in the manner shown below:

Keränen, L. (2014). Biopreparedness and biosecurity. In T. L. Thompson (Ed.), *Encyclopedia of health communication* (Vol. 1, pp. 113-116). SAGE Reference.

2.9. Journals

Journals are specialized magazines that target one area of research; its contributors and audience share an esoteric body of knowledge. English Teaching Forum (ETF), an American journal meant for second and foreign language teachers outside the U.S. borders. To document a paper from ETF, the order is shown below:

Sowell, J (2019). Using models in second-language writing classroom. *English Teaching Forum,* 57(1) pp. 2-13.

(1) **Author's Name**: Jimalee Sowell (First Name+ Last/ Family Name)

(2) **Year**: 2019

(3) **Title of the paper**: Using Models in Second-Language Writing Classroom

(4) **Journal**: English Teaching Forum (in *italics*) followed by a comma (,)

(5) **Volume**: 57

(6) **Number**: 1 [issue number must be included in parentheses]

(7) **Pages Number**: from page 2 to page 13 followed by a dot (.)

(8) If the journal has an online version from which the paper or portion of it is quoted, the URL or DOI address needs to be mentioned after pages number as illustrated below:

Sowell, J (2019). Using models in second-language writing classroom. *English Teaching Forum,* 57(1) pp. 2-13. https://americanenglish.state.gov/resources/english-teaching-forum-2019-volume-57-number-1

2.10 Tables

Tables and figures are common in research publications whose presence summarizes large amounts of data. They are referenced in the manner shown by the authors of Purdue Online writing Lab:

Table 1

Title

Stub Heading	Column Spanner		Column Spanner	
	Column Heading	Column Heading	Column Heading	Column Heading
Table Spanner				
Row 1	123	234[a]	456	789
Row 2	123	987	543	876
Table Spanner				
Row 3	432	567	543	908
Row 4	256	849	407[*]	385

Note. This is a general note, referring to information about the entire table. Notes should be double spaced.

[a]Specific notes appear in a new paragraph; further specific notes follow in the same paragraph.

[*]A probability note appears in a new paragraph.