



These are the most used in-text citations at Herkimer College. If you do not find what you are looking for, please refer to these sites:

- [APA Style](#)
- [OWL Purdue](#)

*Examples for each in-text citation style were taken from these sites.

IN-TEXT CITATIONS

• Overview	2
○ In-Text vs. References Page	2
○ What requires in-text citation?	2
○ Parenthetical Citations vs. Narrative Citations	2
○ Appropriate Level of Citing	3
○ Entire Work	3
○ Direct Quotations or Borrowing Ideas	3
• Authors	
○ One author	4
○ Same last name	4
○ Two authors	4
○ Three or more authors	4
○ Organization or Government as the author	4
○ Unknown Author	5
• Source quoted in another source	5
• Quote from audio visual material	5
• Work without...	
○ Page Numbers	5
○ Date	5
• Personal Communication	6
• Electronic Sources	6

OVERVIEW**IN-TEXT AND REFERENCE PAGE**

In-Text you will use in-text citations to refer readers to a reference list.

When you are writing a paper in APA style, you cite other works (articles, books, etc.) using the author-date citation method. By naming the author and the date of the work you are citing in your in-text citation, you're helping the reader find the work in your reference list at the end of your paper.

The **Reference page** gives the readers all the information they need to find sources that the writer used in their paper.

WHAT REQUIRES AN IN-TEXT CITATION?

- **Paraphrases** restates the source material in a new form.
- **Summary** shortens the source material to reflect its main idea(s). This is usually shorter than the original sentence.
- **Quotation** restates the source material using the exact language of that material.

PARENTHETICAL CITATIONS vs. NARRATIVE CITATIONS

Parenthetical citations make use of the parentheses () to provide the source information. A parenthetical citation can appear within or at the end of a sentence. Both the author and the date, separated by a comma, appear in parentheses for a parenthetical citation.

Examples:

- Instead, Grady et al. (2019) suggests that "when children are read storybooks that represent characters from ethnic or racial groups other than their own, [they] may receive a wider array of emotion learning opportunities than when they are read storybooks with characters that represent only their own race or ethnicity" (p. 215).
- Falsely balanced news coverage can distort the public's perception of expert consensus on an issue (Koehler, 2016, para. 7).

Narrative Citation is when you write out the author's name as you write their quote, paraphrase, or summary in their work.

Examples:

- One study found that ethnicities of protagonists in children's fiction correlated with differences in types of emotions displayed by those characters (Grady et al., 2019).
- Koehler (2016) noted the dangers of falsely balanced news coverage (p. 2).

APPROPRIATE LEVEL OF CITING

The number of sources you cite in your paper depends on the purpose of your work. For most papers, cite one or two of the most representative sources for each key point. Literature review papers, however, typically include a more exhaustive list of references.

Avoid both under-citation and over-citation. Under-citation can lead to plagiarism and/or self-plagiarism. Over-citation can be distracting and is unnecessary. It is considered over-citation to repeat the same citation in every sentence when the source and topic have not changed.

AN ENTIRE WORK

When using APA format, follow the author-date method of in-text citation. This means that the author's last name and the year of publication for the source should appear in the text.

Example

(Jones, 1998).

DIRECT QUOTATION OR BORROWING IDEAS

If you are directly quoting or borrowing ideas, you should include the page number at the end of the parenthetical citation. Use the abbreviation "p." (for one page) or "pp." (for multiple pages) before listing the page number(s). Use an en dash for page ranges.

Example

(Jones, 1998, p. 199).

(Jones, 1998, pp. 199–201).

Regardless of how they are referenced, all sources that are cited in the text must appear in the reference list at the end of the paper.

AUTHORSHIP**ONE AUTHOR**

When the material that you are citing only has 1 author, you will use the last name of the author, the year of publication, and then either the page or paragraph number.

As Ahmed (2016) mentions... (p. 219).

(Ahmed, 2016, p. 219).

AUTHORS WITH THE SAME LAST NAME

When two or more authors have the same last name, use their first initials to distinguish between them in **ALL** in-text citations.

(E. Johnson, 2019, p. 12).

(M. Johnson, 2020, paras. 3-4).

(Jones, Smith, Liu, et al., 2020).

(Jones, Smith, Ruiz, et al., 2020).

TWO AUTHORS

When a work has two authors, you need to mention both names **EACH TIME** the work is cited. Use **and** to separate the names.

Research by Wegener and Petty (1994) supports...

(Wegener & Petty, 1994)

THREE OR MORE AUTHORS

When a source has three or more authors, use the first author's last name and then use **et al.** (Latin for "and others").

(Kernis et al., 1993).

Kernis et al. (1993) suggests ...

ORGANIZATION OR GOVERNMENT AS THE AUTHOR

Some sources will have an organization or the government as their author, instead of one or more authors. When this happens, the group's name will be used in place of an author's name.

For the first citation, write the whole organization's name out with the abbreviation in brackets; thus allowing you to use the abbreviation in subsequent citations.

First citation: (Mothers Against Drunk Driving [MADD], 2000, para. 15-18).

Second citation: (MADD, 2000, para. 15-18).

UNKNOWN AUTHOR

If no author is given for a source, and it is not from an organization or government agency, use the source's title for the in-text citations. **If the title of the item is long, you can shorten it down to the first few words.**

Another study of students and research decisions discovered that students succeeded with tutoring ("Tutoring and APA," n.d.).

SOURCE QUOTED WITHIN ANOTHER SOURCE

If you are citing a source that was quoted within another source, then add the phrase **as cited in** before the secondary source.

Johnson argued that... (as cited in Smith, 2003, p. 102).

(Johnson, 1985, as cited in Smith, 2003, p. 102).

CITING FROM AN AUDIO-VISUAL MATERIAL

When you are quoting a video, you will provide a timestamp for the beginning of the quoted material.

Fleishmann (2014) noted that 98-99% of people who report Near Death Experience, perceive the dark, confined space as comforting, but 1-2% report "terrible noises, terrible smells, and terrible creatures" (9:41).

WORK WITHOUT...**NO PAGE NUMBERS**

When an electronic source does not have page numbers, you should try to include information that will help readers find the passage being cited. Use the heading or section name, an abbreviated heading or section name, a paragraph number (**para. 1**), or a combination of these.

According to Smith (1997), ... (Mind Over Matter section, para. 6).

Note: Never use the page numbers of webpages you print out; different computers print webpages with different pagination. Do not use Kindle location numbers; instead, use the page number (available in many Kindle books) or the method above.

NO DATE

If there is no publication date given for the source, you will need to use the abbreviation, **n.d.**

Another study of students and research decisions discovered that students succeeded with tutoring ("Tutoring and APA," n.d.).

PERSONAL COMMUNICATION

For interviews, letters, e-mails, and other person-to-person communication, cite the communicator's name, the fact that it was personal communication, and the date of the communication.

(E. Robbins, personal communication, January 4, 2001).

ELECTRONIC SOURCES

If possible, cite an electronic document the same as any other document by using the author-date style.

Kenneth (2000) explained...