

Integrating Sources in Academic Writing

Citing and Referencing in APA (7th Edition)

Academic Learning Centre



**University
of Manitoba**

This presentation

will cover:

- Integrating information from sources: 3 Ways
- Understanding the APA* system for citing and referencing
- Using APA resources to set up citations and references

* APA → American Psychological Association



Integrating Information from Sources

The student's own ideas are present throughout the essay (pink).

Each piece of information from a source (green) is followed by a citation (yellow).

A guaranteed minimum income has the potential to address the overall health of a population. This can be seen in Manitoba where a guaranteed minimum income was implemented in Dauphin, Manitoba from 1974 to 1979 (Forget, 2011, p. 283). Overall, Forget (2011) reports that through these years, the rate of hospitalization in Dauphin dropped for both physical and mental health concerns. Her analysis of health records shows that in the areas of physical health, hospitalizations for accidents and injuries declined, perhaps because people were working under less stress and when less fatigued (Forget, 2011, p. 297). While the guaranteed minimum income was short-lived in Dauphin, this example reveals that a guaranteed minimum income can positively impact the health of individuals and take pressure off the healthcare system. Orentlicher (2018), who has been involved with a Health Law Program in the United States, agrees that guaranteed minimum income programs are a powerful strategy for overall community health. Research shows that a guaranteed minimum income reduces stress and increases stability for individuals and families. As such, its implementation can have a positive impact on the overall health of citizens and, in turn, relieve stress on the healthcare system.

References

Forget, E. (2011). The town with no poverty: The health effects of a Canadian guaranteed annual income field experiment. *Canadian Public Policy*, 37 (3), 283-305.
<https://doi.org/10.1353/cpp.2011.0036>

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198

You can pull in information from sources in 3 ways:



Summarize

You express the main ideas of a source in your own words.

Cite.



Paraphrase

You express specific facts or information from a source in your own words.

Cite.



Quote

You take the words and ideas from a source.

Use “quotation marks around the words.”

Cite.

To summarize
or paraphrase,

change the words and sentence
structure from the original text.

use “quotation marks” around words
or phrases that haven’t been changed.

provide a clear citation for the source
so that your reader can find the
information.



Paraphrasing Practice

A Quote from a Journal Article

“Researchers have studied health outcomes in England under that country’s universal National Health Service (NHS). Evidence indicates that socioeconomic status is much more important than access to healthcare for one’s health” (Orentlicher, 2018, p. 569).

Reference

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198



“Researchers have studied health outcomes in England under that country’s universal National Health Service (NHS). Evidence indicates that socioeconomic status is much more important than access to healthcare for one’s health” (Orentlicher, 2018, p. 569).

A Paraphrase?

Health outcomes in England have been studied under England’s universal National Health Service. Socioeconomic status is more important than access to healthcare (Orentlicher, 2018, p. 569).

Reference

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198



“Researchers have studied **health outcomes in England under that country’s universal National Health Service** (NHS). Evidence indicates that **socioeconomic status is much more important than access to healthcare** for one’s health” (Orentlicher, 2018, p. 569).

A Paraphrase? No.

Health outcomes in England have been studied **under England’s universal National Health Service**. **Socioeconomic status is more important than access to healthcare** (Orentlicher, 2018, p. 569).

Reference

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198



“Researchers have studied health outcomes in England under that country’s universal National Health Service (NHS). Evidence indicates that socioeconomic status is much more important than access to healthcare for one’s health” (Orentlicher, 2018, p. 569).

A Paraphrase?

Socioeconomic status is more important than healthcare according to researchers who have studied health outcomes in England (Orentlicher, 2018, p. 569).

Reference

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198



“**Researchers have studied health outcomes in England** under that country’s universal National Health Service (NHS). Evidence indicates that **socioeconomic status is much more important than access to healthcare** for one’s health” (Orentlicher, 2018, p. 569).

A Paraphrase? No.

Socioeconomic status is more important than healthcare
according to **researchers who have studied health outcomes in**
England (Orentlicher, 2018, p. 569).

Reference

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198



“Researchers have studied health outcomes in England under that country’s universal National Health Service (NHS). Evidence indicates that socioeconomic status is much more important than access to healthcare for one’s health” (Orentlicher, 2018, p. 569).

A Paraphrase? Yes.

Research from England shows that an individual’s socioeconomic position has a greater impact on their health than the individual’s access to healthcare (Orentlicher, 2018, p. 569).

Reference

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198



Steps for putting ideas into your own words while reading and taking notes

1. Focus on understanding what you are reading.
2. Take point form notes as you read, rephrasing the ideas.
 - a. What is the author saying?
 - b. How does it relate to my paper?
3. Check that you've changed the words and kept the meaning in your notes.
4. **Track the source of information so that later you can provide a citation and reference (essential)!**

Taking Notes While You Read



Track page numbers

Track the source

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198

p. 570 Some reforms are “more achievable politically” than the GMI even though Orentlicher believes the GMI would be better. This is because the GMI is more different than some of the other strategies and so would be harder to put into place.

p. 570 Ensuring a basic income is better than other government strategies such as raising minimum wages or providing tax credits

Paraphrase and summarize while taking notes



Documenting Sources for Your Reader: A Two-Part Process

1. In the body of your paper, provide an in-text citation in the body of the paper each time you include information from a source.
2. At the end of your paper, provide a full reference for every source used in the paper.



APA Citing and Referencing

1. In-Text Citations

A guaranteed minimum income has the potential to address the overall health of a population. This can be seen in Manitoba where a guaranteed minimum income was implemented in Dauphin, Manitoba from 1974 to 1979 (Forget, 2011, p. 283). Overall, Forget (2011) reports that through these years, the rate of hospitalization in Dauphin dropped for both physical and mental health concerns. Her analysis of health records shows that with physical health, hospitalizations for accidents and injuries declined, perhaps because people were working under less stress and when less fatigued (Forget, 2011, p. 294). While the guaranteed minimum income was short-lived in Dauphin, this example reveals that a guaranteed minimum income can positively impact the health of individuals and take pressure off the healthcare system. Orentlicher (2018), who has been involved with a Health Law Program in the United States, agrees that guaranteed minimum income programs are a powerful strategy for overall community health. Research shows that a guaranteed minimum income reduces stress and increases stability for individuals and families. As such, its implementation can have a positive impact on the overall health of citizens and, in turn, relieve stress on the healthcare system.

2. References

3

References

Forget, E. (2011). The town with no poverty: The health effects of a Canadian guaranteed annual income field experiment. *Canadian Public Policy*, 37 (3), 283-305.

<https://doi.org/10.1353/cpp.2011.0036>

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In-Text Citation



A guaranteed minimum income has the potential to address the overall health of a population. This can be seen in Manitoba where a guaranteed minimum income was implemented in Dauphin, Manitoba from 1974 to 1979 (Forget, 2011, p. 283). Overall, Forget (2011) reports that through these years, the rate of hospitalization in Dauphin dropped for both physical and mental health concerns. Her analysis of health records shows that with physical health, hospitalizations for accidents and injuries declined, perhaps because people were working under less stress and when less fatigued (Forget, 2011, p. 294). While the guaranteed minimum income was short-lived in Dauphin, this example reveals that a guaranteed minimum income can positively impact the health of individuals and take pressure off the healthcare system. Orentlicher (2018), who has been involved with a Health Law Program in the United States, agrees that guaranteed minimum income programs are a powerful strategy for overall community health. Research shows that a guaranteed minimum income reduces stress and increases stability for individuals and families. As such, its implementation can have a positive impact on the overall health of citizens and, in turn, relieve stress on the healthcare system.

In APA, writers provide the author(s) + year of publication to tell the reader where each piece of information comes from.

Cite every time information is used from a source.



APA Parenthetical Citation

A guaranteed minimum income ensures that all adult members of a designated population receive a basic annual income, whether through work, government payment, or a combination of both (Forget, 2011).

**2 ways of setting up
APA in-text citations**

APA Narrative Citation

According to Forget (2011), through these years, the rate of hospitalization in Dauphin dropped for both physical and mental health concerns.

Reference

Forget, E. (2011). The town with no poverty: The health effects of a Canadian guaranteed annual income field experiment. *Canadian Public Policy*, 37 (3), 283-305. <https://doi.org/10.1353/cpp.2011.0036>



Citing a Direct Quote or Paraphrase

“Researchers have studied health outcomes in England under that country’s universal National Health Service (NHS). Evidence indicates that socioeconomic status is much more important than access to healthcare for one’s health” (Orentlicher, 2018, p. 569).

Include the page number

Reference

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198



Direct Quotes and Paraphrases: Narrative Citations

According to Orentlicher (2018), “researchers have studied health outcomes in England under that country’s universal National Health Service (NHS). Evidence indicates that socioeconomic status is much more important than access to healthcare for one’s health” (p. 569).

Include the page number.

Reference

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198

What types of information should be cited?



QUOTATIONS
FROM THE
SOURCE



SPECIFIC
INFORMATION
(E.G., STATISTICS)



OPINIONS &
THEORIES (OTHER
THAN YOUR OWN)



ANYTHING THAT
IS NOT COMMON
KNOWLEDGE

* Check with your professor about what is considered common knowledge

APA Citing and Referencing: Match Author + Year of Publication



1. In-Text Citations

A guaranteed minimum income has the potential to address the overall health of a population. This can be seen in Manitoba where a guaranteed minimum income was implemented in Dauphin, Manitoba from 1974 to 1979 (Forget, 2011, p. 283). Overall, Forget (2011) reports that through these years, the rate of hospitalization in Dauphin dropped for both physical and mental health concerns. Her analysis of health records shows that in the areas of physical health, hospitalizations for accidents and injuries declined, perhaps because people were working under less stress and when less fatigued (Forget, 2011, p. 297). While the guaranteed minimum income was short-lived in Dauphin, this example reveals that a guaranteed minimum income can positively impact the health of individuals and take pressure off the healthcare system. Orentlicher (2018), who has been involved with a Health Law Program in the United States, agrees that guaranteed minimum income programs are a powerful strategy for overall community health. Research shows that a guaranteed minimum income reduces stress and increases stability for individuals and families. As such, its implementation can have a positive impact on the overall health of citizens and, in turn, relieve stress on the healthcare system.

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<https://doi.org/10.1353/cpp.2011.0036>

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198

References

Use this title: **References**

Order the entries alphabetically, based on the family name of the first author of each source.

References

Forget, E. (2011). The town with no poverty: The health effects of a Canadian guaranteed annual income field experiment. *Canadian Public Policy*, 37 (3), 283-305.

<https://doi.org/10.1353/cpp.2011.0036>

Orentlicher, D. (2018). Healthcare, health, and income. *The Journal of Law, Medicine & Ethics*, 46, 567-572. 10.1177/1073110518804198



References

Double space. Do not add extra spaces between entries

Use “hanging indent” for each reference entry

3

References

Forget, E. (2011). The town with no poverty: The health effects of a Canadian guaranteed annual income field experiment. *Canadian Public Policy*, 37 (3), 283-305.
<https://doi.org/10.1353/cpp.2011.0036>

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Steps for Setting up Each Reference



Step 1: Ask, “What type of source is this (e.g., a book, journal article, website)?”

Step 2: Find a model for that type of source. Follow the model carefully, noting the details (e.g., order of publication information, punctuation).

UM Libraries

APA Publication Manual 7th Edition

This guide provides examples of documenting material according to the *Publication Manual of the American Psychological Association, 7th ed.* APA style is used for many disciplines including social sciences, nursing, education, business, and others. Find print copies of the *Publication Manual* at the Libraries at [BF 76.7 .P83 2020](#) or visit [apastyle.apa.org](#) for more support.

Reference List
References provide the identification and source information for all cited works and generally have four parts: author, date, title, and source. Please note: an APA style reference list has entries arranged alphabetically by author and is double-spaced with a 0.5 inch (1.27 cm) hanging indent. The examples below have been modified to fit the page.

DOI or URL:
In general, if you can locate the DOI (digital object identifier), add it at the end of the citation or include a URL when a DOI is not available. The link should be live, if read online. If the source is from academic research databases or a paper edition, neither DOI nor URL is required.

BOOKS

One author	Tudor, A. (1974). <i>Image and influence studies in the sociology of film</i> . Routledge. https://doi.org/10.4324/9781315855646
Two to 20 authors	Use a comma to separate an author's initials from additional author names; use an ampersand (&) before the final author name. Polit, D., & Beck, C. (2018). <i>Essentials of nursing research: Appraising evidence for nursing practice</i> . (9th ed.). Wolters Kluwer.
21 or more authors	Include the first 19 authors' names, insert an ellipsis [...], and then add the final author's name. Bok, C., Van, B., Sack, J., Cap, S. T., May, K., Ent, A., Kite, V., Date, M., Vot, E., Nat, L., Pan, W. E., Rip, K., Cone, I., Job, S., Ugg, L. Y., Dib, R., Bone, R. M., Than, X., Fix, L., ... Mo, T. (2020). <i>Multiauthor works</i> . Anytime Publishing.
Edited book	Keen, P. L., & Montforts, M. H. M. M. (Eds.). (2011). <i>Antimicrobial resistance in the environment</i> . Wiley-Blackwell. https://doi.org/10.1002/9781118156247
Chapter in edited book	Blair, H. A., Pelly, L., & Starr, R. (2018). Connecting Indigenous languages policy, programs, and practices. In P. Whittani, C. Rodriguez de France, & O. McIvor (Eds.), <i>Promising practices in Indigenous teacher education</i> . (pp. 119-130). Springer. https://doi.org/10.11007/978-981-10-6400-5
Entry from a reference work	Online reference work, continuously updated, no fixed date, publisher same as author. American Psychological Association. (n.d.) Social loafing. In <i>APA dictionary of psychology</i> . Retrieved November 4, 2019, from https://dictionary.apa.org/social-loafing Online reference work, fixed date or archived, individual author. Taylor, C. C. W., & Lee, M. -K. (Winter 2016 Edition). The Sophists. In E.N. Zalta (Ed.), <i>The Stanford encyclopedia of philosophy</i> . Stanford University. https://plato.stanford.edu/archives/win2016/entries/sophists .
Reports from governments, organizations	Evaluation Directorate, Strategic and Service Policy Branch. <i>Evaluation of the labour standards program final report</i> . (2019). Employment and Social Development Canada https://www.canada.ca/en/employment-social-development/corporate-reports/evaluations/labour-standards-program.html Diffey, L., Fontaine, L., & Schultz, A. S. H. (2019). <i>Understanding First Nations women's heart health</i> . National Collaborating Centre for Indigenous Health. http://bit.ly/2OCT371

MAGAZINE ARTICLES

Research database or Print edition.	Kriticosis, T. (2019, July). Tips to create a data-driven culture. <i>Maclean's</i> , 132(6), 72.
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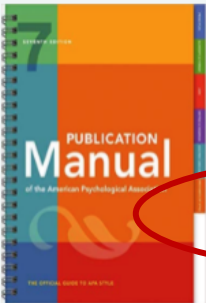
Online Resources for APA

The UofM Libraries Citing Hub:

<https://libguides.lib.umanitoba.ca/c.php?g=708446&p=5053558>

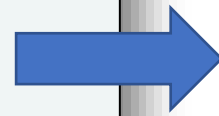


APA Publication Manual (7th Edition)



APA Style is used for formatting academic writing in the **Social Sciences, Education, Nursing, and Business**. APA uses an Author-Date method for in-text citations and has specific requirements with regards to title page, headers, the abstract, and subheadings.

APA Manual Online
Print Copy of the APA Publication Manual
Citation Examples Handout - APA 7th Edition
APA 7th in Minutes (Video Tutorials)



APA Publication Manual 7th Edition

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One author	Tudor, A. (1974). <i>Image and influence studies in the sociology of film</i> . Routledge. https://doi.org/10.4324/9781315855646
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21 or more authors	Include the first 19 authors' names, insert an ellipsis (...), and then add the final author's name. Bok, C., Van, B., Sack, J., Cap, S. T., May, K., Ent, A., Kite, V., Date, M., Vox, E., Nat, L., Pan, W. E., Rip, K., Coe, I., Job, S., Ugg, L. Y., Dib, R., Boue, R. M., Than, X., Fix, L., ... Mo, T. (2020). <i>Multiauthor work</i> . Anytime Publishing.
Edited book	Keen, P. L., & Moutforts, M. H. M. M. (Eds.). (2011). <i>Antimicrobial resistance in the environment</i> . Wiley-Blackwell. https://doi.org/10.1002/9781118156247
Chapter in edited book	Blair, H. A., Pelly, L., & Starr, R. (2018). Connecting Indigenous languages policy, programs, and practices. In P. Whittini, C. Rodriguez de France, & O. Melvor (Eds.), <i>Promising practices in Indigenous teacher education</i> . (pp. 119-130). Springer. https://doi.org/10.1007/978-981-10-6400-5
Entry from a reference work	Online reference work, continuously updated, no fixed date, publisher same as author. American Psychological Association. (n.d.) Social loafing. In <i>APA dictionary of psychology</i> . Retrieved November 4, 2019, from https://dictionary.apa.org/social-loafing Online reference work, fixed date or archived, individual author. Taylor, C. C. W., & Lee, M.-K. (Winter 2016 Edition). The Sophists. In E.N. Zalta (Ed.), <i>The Stanford encyclopedia of philosophy</i> . Stanford University. https://plato.stanford.edu/archives/win2016/entries/sophists .
Reports from governments, organizations	Evaluation Directorate, Strategic and Service Policy Branch. <i>Evaluation of the labour standards program final report</i> . (2019). Employment and Social Development Canada https://www.canada.ca/en/employment-social-development/corporate-reports/evaluations/labour-standards-program.html Diffey, L., Fontaine, L., & Schultz, A. S. H. (2019). <i>Understanding First Nations women's heart health</i> . National Collaborating Centre for Indigenous Health. http://bit.ly/2OCT371

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Online Resources for APA

1. The APA **Sample Student Paper**: <https://apastyle.apa.org/instructional-aids>
2. The **APA Style Blog**: <https://apastyle.apa.org/blog>

<https://umanitoba.ca/student-supports/academic-supports/academic-learning>



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In Summary...

- Citing in APA is a two-part process
- Cite **every time** you use information that is not your own
- Keeping good notes can help make sure you cite accurately
- Paraphrase as much as possible, making sure you are creating strong paraphrases



ALC Writing Tutors

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Contact the Academic Learning Centre at

Academic_learning@umanitoba.ca

Student supports / Academic supports / Academic Learning Centre

Academic Learning Centre

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- Resources for faculty and staff

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