Sometimes it can be not only confusing but difficult to reference an electronic source correctly. In 2009, the American Psychological Association (APA) revised and updated a new 6th edition manual by providing examples and changes in referencing electronic type media. Writers should keep in mind that they should add as much electronic retrieval information as needed so that others can locate the source that has been cited. There are a couple of changes that should be noted:

- For journal articles, always include the journal issue number (if available) along with the volume number, regardless of whether the journal is paginated separately by issue or continuously by volume.
- No retrieval date is necessary for information that is not going to be changed or updated in the future, such as a journal article or book.
- When a DOI (Digital Object Identifier) is available, include the DOI instead of the URL in the reference. (A DOI is a unique, alphanumeric string assigned by a registration agency to identify content and provide a persistent link to its location on the Internet.

**For Friends University students enrolled in any general education English courses (Composition I, Composition II, or Masterpieces I or II) should include:**
- the retrieval date if the information you are citing is likely to be changed or updated
- the name of the database used, but it is not necessary to include the database URL.

### 1. Journal article with DOI assigned:


- This is the final published version of this article being referenced, so there is no need to include the retrieval date.
- The article was retrieved from the PsychARTICLES database. Since you have the DOI, it functions as both a unique identifier of the content (taking the place of the database name) and a link to the content (taking the place of a URL).

### 2. Journal article with no DOI assigned:


Retrieved from http://www.topicsinclinicalpsychology.com

- There is no DOI assigned, so give the URL of the journal home page.
- No retrieval date is necessary because this is the final version of the article being referenced.

Retrieved from Proquest Central database.


- Once again no retrieval date is necessary because this is the final version of the article.
- Remember the English department requires that Gen. Ed. classes note the database where the article was found.

3. **Chapter from an electronic book:**


- The database name is included in the reference to help readers find their electronic version of the book because it is probably very difficult to find it in print.

4. **Abstract as original source:**


Retrieved from National Criminal Justice Reference Service abstracts database.

- If a publication number is assigned, include it in parentheses after the title of the report.

5. **Lecture notes:**

Smith, J. A. (2008). Lecture 8: Recruitment of students for campus training [PowerPoint slides]. Retrieved March 9, 2008, from Johns Hopkins Bloomberg School of Public Health OpenCourseWare Website:

http://ocw.jhsph.edu/courses/TraininglecturesforContinuingEducation/lecture8.cfm

6. **Book review:**


7. **Online magazine article**


8. **Online reference work:**


- If an entry has no byline, place the title in the author position.
- The date of the most recent change or update may not be clear, so include the retrieval date.
- Give the home or index page URL for reference works.

9. **Online handbook:**


10. **Fact sheet:**


- A description of the work is included in square brackets to aid in document identification and retrieval.

11. **Print or online brochure:**


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12. **Presentation slides:**


13. **Technical or research report:**


- If the report number is given, insert it in parentheses after the title, as shown (p. 20).

14. **White paper:**


    http://www.columbia.edu/pdfs/whitepaper.pdf

- A white paper is a short document that presents an organization’s philosophy, position, or policy on a particular issue.

15. **Newsletter article:**


- Use the complete publication date given on the article.
- Some online newsletters are unpaginated, so no page numbers can be given in the reference.
- In an Internet periodical, volume and issue numbers often are not relevant. If they are not used, the name of the periodical is all that can be provided in the reference.

16. **Newsletter article, no author**


- Alphabetize works with no author by the first significant word in the title (in this case “Federal”).
- In text, use a short title if it is a lengthy title (“Federal Government,” 2008).
### APA Style Guide to Electronic References

#### 17. Newspaper article:


- **In-text citation:** Miller (2008) found in several studies that sleeping disorders are common among women over the age of 50 (para. 39).

#### 18. Television feature, podcast:


#### 19. Article on Web site with no date:


- When the date of publication is not available, include the retrieval date.

#### 20. Message posted to a newsgroup, online forum, or discussion group:


- If the author’s full name is available, list the last name first followed by initials. If only a screen name is available, use the screen name.
- Provide the exact date of the posting.
- Follow the date with the subject line of the message (also referred to as the “thread”); do not italicize it. Provide any identifier for the message in brackets after the title.
- Provide the address for the archived version of the message.

#### 21. Video Weblog post:


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22. **CQ Researcher article:**


- Include the name of the database along with the accession number in the reference to aid readers in finding the electronic version because it may difficult to find in print.
- Make sure that you print out the PDF version so that you won’t have to count paragraphs for the in-text citation.
- **In-text citation:** According to the McEnulty National Public Violence Report, in 2005 school violence in middle schools increased 47% (Ketchem, 2007, p. 201).

23. **Opposing Viewpoint article from online database:**


- No retrieval date is necessary because this is a book found on this particular database.
- You must note the name of the database to fulfill the English department requirement.
- Remember that you give the first initial and then the last name for any editors in an anthology.
- **In-text citation:** Bandow agrees that certain measures must be taken to protect Americans in the workforce (2008, para. 19).

*Citations in Text of Electronic Material*

The following excerpts are from the 6th edition of the *Publication Manual of the American Psychological Association* (2010, p. 171-172). To cite a direct quote give the author, year, and page number in parentheses. Because many electronic sources do not provide page numbers, cite the paragraph number instead.

Smith and Johnson (2010) suggest the need for a new “political perspective on the current health care policy pushed by the current administration” (para. 9).

When paraphrasing a source, you are encouraged to provide a page or paragraph number, especially if it would help the reader locate the relevant passage (see Section 6.04, p. 171). Always refer to the APA Manual as the source to answer your questions. Stop by the Writing Resource Center—we’ll be glad to help! We also have a more detailed handout that explains the rules for in-text citations.