YOUR APA GUIDE

My Full Paper Title

The first sentence of every paragraph will be indented using the "Tab" key. The font will be something standard like Times New Roman and size 12. Lines will be double spaced with 1" margins on all sides. A shortened version of the title goes at the top left of every page in all caps.

When you want to quote someone, you need to give them proper credit. Quotes less than forty words will be included in my paragraphs like this: "100% of the shots you don't take don't go in" (Gretzky, n.d.). If you start a sentence by introducing an author, then the citation looks a bit different. As Martin Luther King, Jr. (1963) said, "I have a dream." Long quotes are put into block format like this:

> These do not have quotation marks and every line is indented so that it is easy to distinguish
>
> from your own work. You do not change the font size or do anything else (Name, Year, p. #).

Then the rest of the paragraph is written without an indentation.

Citations must be formatted using the author's name, the year of publication, and the page number. If there is no author, use the webpage title, organization title, or anything else you find. For YouTube, Instagram, etc… the username is the author. Use as much information as you are able to find. If there is no date, put "n.d." in that section.

Chapter or Topic Headings

To divide your paper into sections, the sub-heading will be justified on the left, bold, and the same font and size as your text. Do not add additional space between paragraphs.

In-Text Citation Formats

Book or Article w/ Pages	Author at Sentence Start
(Smith, 2012, p. 45)	Yi (2012) said … (p. 45).
Six or More Authors	Web Article w/ No Author
(Smith et al., 2014, p. 6)	("Dolphins," 1998)