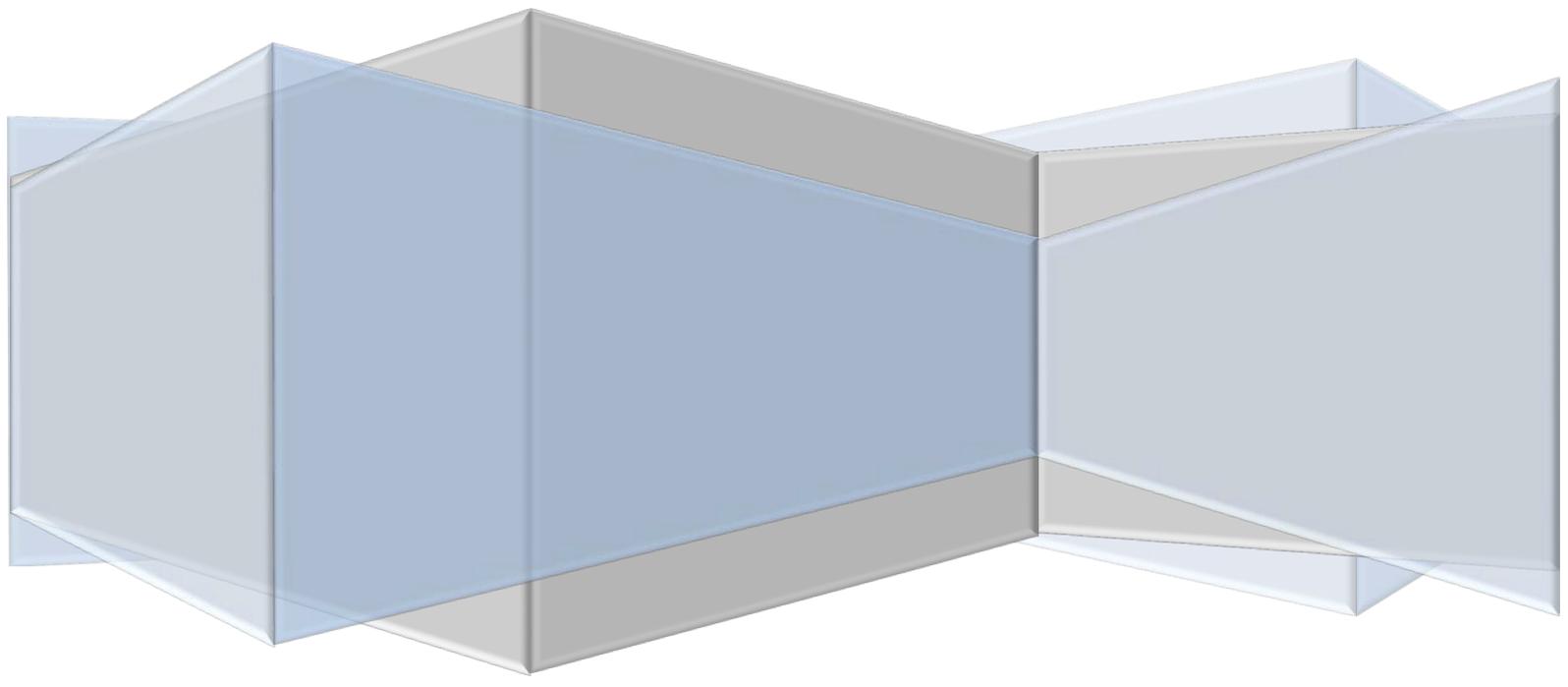


**ap units**

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## Bibliographic references

The number of sources that an author cites in his work will vary according to the purpose of the article. Most articles are intended to cite one or two sources of the most representative sources for each key point, though this detail depends on the author.

### *Referencing and paraphrases*

You must reproduce exactly the mentioned material indicating in the text the author, year and specific page of the reference citation. If the material is not numbered we have to annotate the paragraph number and include a complete reference in the reference list (exceptions will be seen below).

If citations are less than 40 words we will include in the quoted text, if it is in the middle of a sentence, after closing quotes we will annotate immediately after its source in parentheses and then continue the sentence with no punctuation unless the meaning of the sentence requires it.

When interpreting these results, Robbins et al. (2003) suggested that "therapists in cases of desertion can be validated, without realizing the negativity of parents towards the adolescent and not respond adequately to the needs and concerns of this" (p. 541), contributing a climate of absolute negativity.

If this reference citation appears at the end of the sentence we will close the cited fragment with quotes, writing immediately after the source in brackets and end with a period or other punctuation mark outside the final parenthesis.

(...) paliative care, through which "who is within the medical disciplines meet the medicinal needs; any team member can take care of the non-medical needs" (Csikai & Chaitin, 2006, p. 112).

If the event includes 40 or more words it is better to put it in a separate block of text and omitting quotation marks. We will start a new paragraph with an indentation of about 2.54 centimeters, and if there are additional paragraphs within the reference citation we will add to the beginning of each of them a second half-inch indentation. All citations will be double-spaced. At the end of the block quote we will cite the source and the page number or paragraph in parentheses after the final punctuation mark.

Others have contradicted this view:



The co-presence does not guarantee (...) a ritual or celebrate an event.

In these cases, participants can see the visible manifestation of the group, the congregation and even the physical ability to direct and intimate connections with those around them is limited by the sheer magnitude of the competition. (Purcell, 1997, pp. 111-112).

In case that a direct citation does not present paging (such as some online publications), we must use the paragraph number in brackets using the abbreviation (para.).

Basu and Jones (2007) went so far as to suggest the need for a new "intellectual framework for considering the nature and form of regulation in cyberspace" (para. 4).

In case of not presenting visible paragraph numbers we will use the header (a small title must be used in cases with not very flexible headers) and the number of the following paragraph to direct the reader to the location of such material.

In their study, Verbunt, Pernot and Smeets (2008) discovered that "the level of disability perceived in patients with fibromyalgia seems to be explained better by their mental health condition and less by their physical condition" (Reviews section Para. 1).

When referencing the work of one author we will do as we have seen above (last name, year of publication), but in the case of two authors we will mention two names each time the reference appears in the text. When the paper has three or more authors we will cite all of them the first time the reference appears and subsequent citations will include only the last name of the first author followed by the abbreviation "et al." and the year. The following quotation will no longer include the year.

Walters, Anderson, Hills and Joseph (2007) found that the etiological factor of epidemic that affected the farms after an in HeLa media culture of marrow of rabbits.

Walters et al. (2007) isolated a DNA virus of the family Poxviridae, genus Leporipoxvirus.

Walters et al. diagnosed Mixomatosis.

When citing multiple authors we will use the conjunction "and" before the last name. If it is an English publication we will use "&".



As Kurtines and Szapocznick (2003) proved (...)

As Kurtines & Szapocznick (2003) proved (...)

To differentiate two citations with the same authors and/or publication year we will choose different authors in order to differentiate them.

Kosslyn, Koenig, Barret, Cave, Tang & Gabrieli (1996)

Kosslyn, Koenig, Gabrieli, Tang, Marsolek & Daly (1996)

Citing them in its abbreviated form the following way:

Kosslyn, Koenig, Barret, et al. (1996) and Kosslyn, Koenig, Gabrieli, et al. (1996)

### *Reference List*

At the end of the article we will provide the necessary information to identify and locate each source. For each item it will be required to include the list of references, not the bibliography. This is the mentioning of the papers that support specifically a particular article. Bibliography enlists papers according to the background or for further readings, and may include descriptive notes.

### *Sorting entries*

Entries must be sorted alphabetically by the last name of the first author, followed by the initials of the author's name.

If we have have several papers with the same author, we will annotate the name in the first reference and in the subsequent applying the following rules to organize the entries:

- One author: By year of publication from the oldest to the most recent.
- Single author entries precede multiple-author ones although both might begin with the same last name.
- References with the same first author are sorted by the last name of the second author and so on.
- References with same authors in the same sequence will be ordered by year of publication, with the oldest first.
- References with same authors and publication year will be sorted alphabetically by title, excluding the articles "a /an" or "the" in the sorting criteria.

The sorting of references of papers of different first authors, but with the same name will be sorted alphabetically by their first initial.



Mathur, A.L., & Wallston, J. (1999)

Mathur, S.E., & Ahlers, R.J. (1998)

The sorting of papers with corporate authors or with no authors will be based on:

- Corporate Authors: the first significant word of the institution's name, association or dependency.
- No author:
  - We will begin the entry with the term "Anonymous" only if the work is signed as "Anonymous".
  - If there is no author the title will be moved to the position of the author and the entry is sorted alphabetically by the first significant word of the title.

#### Format and elements of a reference

The list of references must be double-spaced and the entries must be indented.

A reference should contain:

- the name of the author/s
- publication date
- title of the work
- publication date

#### *Information about the author and publisher*

##### *Authors*

- Name(s) and initial(s) and a maximum of seven authors
- We will write completely the name of a corporate author
- Work with no author, the title will move to the position of author.
- When there are eight or more we will include the last names of the first six followed by three dots and the last author's last name.

Gilbert, D., McClernon, J., Rabinovich, N., Sugai, C., Plath, L., Asgaard, G., ... Botros, N. (2009).

- If there are different authors with the same last name and initials we can write their full names in brackets.

Janet, P. [Paul]. (2007). La Sonrisa. *Journal Científica*, 10, 571- 572.



Janet, P. [Pierre]. (2009). *El Sonido*. *Journal de Física*, 1,112-114.

- With two or more authors use & before the last author.

Gilbert, D., McClernon, J., Rabinovich, N., & Sugai, C.

### *Publishers*

In the case of published books, we will move the names in the autor's place, and add the abbreviation Ed or Eds. in brackets.

Gilbert, D. (Ed.). (1986). *La Isla*. Madrid: Espasa Calpe.

### *Publication Date*

- We must write in brackets the year in which the work was registered.
- For magazines, newsletters and newspapers we will include the year, followed by the exact publication date (year) or (year and month) or (year, month and day).

(1993), (1993, junio), (1993, 14 junio)

- For papers with no available date we will use (nd).
- For papers and posters presented at an assembly, we will include the exact date of it.

### *THE DOI SYSTEM (DIGITAL OBJECT IDENTIFIER):*

- DOIs are numbers that are assigned to resources in order to use them in digital papers networks. It is a unique identification given to an article or book chapter among others, in the network and that can be found the datebases.
- When doing a reference to a document that has a DOI number, it must be included at the end of the information of the source.
- In electronic sources the DOI number replaces the URL.
- The task of finding and inserting DOIs in the articles will be performed by EDITTEC, so authors should not include them in their manuscripts.

### *Book References*

- Author's/Authors' Last name/s, Initials. (Date). Book title (in italics). Place of publication: Publisher.

Fraisse, P. (1967). *La Psychologie du Temps*. Paris: PUF.



### Book Chapter

- Author's/Authors' Last name/s, Initials. (Date). Chapter title. In book Author's/Authors' (Name and Last name initials), *Book title* (in italics) (pages). Place of publication: Publisher.

Elias, N. (1992). La génesis del deporte como problema sociológico. En A. N. Elias & E. Dunning (Eds.), *Deporte i ocio en el proceso de civilización* (pp. 157-184). México: Fondo de Cultura Económica.

### Article of a journal

- Author's/Authors' Last name/s, Initials. (Year). Article Title. *Journal name, volume* (in italics) (issuel), pages. doi (if available)

Boixadós, M. & Cruz, J. (2000). Evaluación del clima motivacional, satisfacción, percepción de habilidad i actitudes de fair play en futbolistas alevines e infantiles i en sus entrenadores. *Apunts. Educación Física i Deportes* (62), 6-13. doi:xxxxxx

### Newspaper Article

- Author's/Authors' Last name/s, Initials. (Publication date). Article title. *Newspaper name* (in italics), pages.

Schwartz, J. (30 de septiembre de 1993). Obesity affects economic, social status. *The Washington Post*, pp. 3-5.

### Journal Article

- Author's/Authors' Last name/s, Initials. (Publication date). Article-s title. *Journal name* (in italics), *Volume* (issue), pages.

Chamberlin, J., Novotney, A., Packard, E., & Price, M. (mayo, 2008). Enhancing worker well-being: Occupational health psychologists convene to share their research on work, stress, and health. *Monitor on Psychology*, 39(5), 26-29.

### Doctoral Thesis

- Author's/Authors' Last name/s, Initials. (Year). *Doctoral thesis title* (in italics) (Unpublished doctoral thesis). Institution's name, Place.



Gutiérrez, D. (2008). *Desarrollo del pensamiento tático en edad escolar* (Tesis doctoral inédita). Universidad de Castilla-La Mancha, Ciudad Real.

### Electronic material

Author's/Authors' Last name/s, Initials (Year of publication). *Document title* (in italics). [Suport]. Place of publication: Publisher.

Anderson, S. C. & Poulsen, K. B. (2002). *Anderson's electronic atlas of hematology* [CD]. Philadelphia: Lippincott Williams & Wilkins.

### Online documents

Author's/Authors' Last name/s, Initials. (Publication date). Article title. *Publication name* (in italics), *Volume* (number). Recovered from <http://www.xxxxxxx>

Garrido, R. P., González, M., & Pérez San Roque, J. (abril, 2004). Valoración de la antropometría en atletas de élite de la provincia de Alicante. *Journal Digital Buenos Aires (Argentina)*, 10(71). Recovered from <http://www.efdeportes.com/efd71/antrop.htm>

### Conference and symposia minutes

They can be published in books or in periodical publications.

- **Published in a book:** Author's/Authors' Last name/s, Initials. (Date). Chapter title. In Book Publisher(s) (Name and Last name initials), *Book title* (in italics) (pages). Place of publication: Publisher.

Katz, I. Gabayan, K., & Aghajan, H. (2007), a multi-touch surface using multiple cameras. In J. Blanc-Talon, W. Philips, D. popescu i P. Scheunders (Eds.), *Lecture Notes in Computer Science: Vol. 4678. Advanced Concepts for Intelligent Vision Systems* (pp. 97-108). Berlín, Alemania: Springer-Verlag. Doi:10.1007/978-3-540-74607-2\_9

- **Published in periodical publications:** Author's/Authors' Last name/s, Initials. (Publication date). Article title. *Publication name* (in italics), *Volume* (in italics) (Issue), pages.



Herculano-Houzel, S., Collins, C.E., Wong, P., Kaas, J.H., & Lent, R. (2008). The basic nonuniformity of the cerebral cortex. *Proceedings of the National Academy of Sciences, USA*, 105 (34), 12593-12598. Doi:10.1073/pnas.0805417105

### References to electronic resources

Authors can add references to electronic resources such as online newspapers and journals, newsletters, supplementary material in an online periodical publication, electronic versions of printed books or exclusively electronic books, monographs or limited circulation books from an electronic database, material from a commercial database, media (film, music recording), datasets, software, measuring instruments and equipment, internet forums, lists of email addresses and other online communities.

#### *Online magazines and newspapers*

Since the DOI search is carried out by EDITTEC, we must only add to the the reference the URL of online publications that have no registered DOI, using the format:

*Recovered from <http://www.xxxxxxx>*

Sillick, T.J., & Schutte, N.S. (2006). Emotional intelligence and self-esteem mediate between perceived early parental love and adult happiness. *E-journal of Applied Psychology*, 2(2), 38-48. Recovered from <http://www.ojs.lib.swin.edu.au/index.php/ejap>

If the online version of the article is available by searchbox we will annotate the URL of the homepage, so we avoid useless URLs.

Brody, J.E. (11 de diciembre de 2007). Mental reserves keep brain agile. *The New York Times*. Recovered from <http://www.nytimes.com>

#### *Newsletters*

- We will use the exact URL, as newsletter articles are difficult to locate in government offices ' homepages.

- Title. (Date). *Name of the Newsletter*. Recovered from <http://www.xxxx> .  
  
Six sites meet for comprehensive anti-gang initiative conference.  
(noviembre/diciembre, 2006). *OJJDP News @ Glance*. Recovered from  
[http://www.ncjrs.gov/html/ojjdp/news\\_at\\_a\\_glance/216684/topstory.html](http://www.ncjrs.gov/html/ojjdp/news_at_a_glance/216684/topstory.html)

#### *Supplementary material in a periodical online publication*

- Author's/Authors' Last name/s, Initials. (Publication date). Article title [Annotation of Supplementary Material]. *Journal Title* (in italics), *Volume* (issue), Pages.  
  
Marshall-Pescini, S., & Whiten, A. (2008). Social learning of nut-cracking behavior in east African sanctuary-living chimpanzees (*Pan troglodytes schweinfurthii*) [Material complementario]. *Journal of Comparative Psychology*, *122*, 186-194. Doi: 10.1037/0735-7036.122.2.186. supp.

#### *Electronic version of a printed book*

- Author's/Authors' Last name/s, Initials. (Publication date). Title [Format details]. Recovered from <http://www.xxxx.xx>  
  
Shotton, M.A. (1989). Computer Addiction? A study of computer dependency [Versión DX Reader]. Recovered from <http://www.Ebookstore.tandf.co.uk/html/index.asp>

#### *Exclusively electronic book*

- Author's/Authors' Last name/s, Initials. (Publication date). Title [Format details]. Recovered from <http://www.xxxx.xx>  
  
Shotton, M.A. (1989). Computer Addiction? A study of computer dependency [Version DX Reader]. Recovered from <http://www.bookstore.tandf.co.uk/html/index.asp>

#### *Material from a commercial database*



- Data will be written by the type of material followed by: From database XXXX (Database data)

McNiel, D.S. (2006). *Meaning through narrative: A personal narrative discussing growing up with an alcoholic mother* (Thesis). From database Proquest Dissertations and Theses. (UMI No. 1434728)

### Media

- **Film:** Last name Producer, Initials. (Producer), & Last name Director, Initials. (Director). (Year). *Film title* [Film/Documentary/....] Country of Origin: Studios.

Thomson, A. (Producer), & Williams, G.A. (Director). (2003). *Revolutions and warfare in Oriental Culture* [Documentary] United States of America: AK Studios.

- **Sound record:** Writer A. (Copyright year). Song title [Recorded by B.B. Artist if he's other than the writer]. In *Album Title* [Record media: CD, disk, cassette, etc.] Place: Label. (Record Date if it's other than the Copyright Date).

Iang, K.D. (2008), *Shadow and the frame*. In *Watershed* [CD]. New York, NY: Nonesuch Records

- **PodCast:** Last names, Initials. (Role: Producer,...) (Date). *Podcast Name* [Audio in podcast]. Recovered from <http://www.xxxx.xx>

Van Nuys, D. (Producer). (19th of December 2007). *Shrink rap radio* [Audio in podcast]. Recovered from <http://www.shrinkrapradio.com/>

- **Online recovered map:** Last names, Initials. (Role: Cartògraf,...) (Date). Map name [Type of material: Demographic map,...]. Recovered from <http://www.xxxx.xx>

Lewis County Geographic Information services (Cartographer). (2002). *Population density, 2000 U.S. Census* [Demographic map]. Recovered from [http://www.co.lewis.wa.us/publicworks/maps/Demographics/census-pop-dens\\_2000.pdf](http://www.co.lewis.wa.us/publicworks/maps/Demographics/census-pop-dens_2000.pdf)

### *Set of data, software, measuring instruments and equipment*

We must put the person who holds the copyright if any. Otherwise, references are handled as works without authorship.

- **Set of Data:** Last names of the owner of the copyright, A.A. (Year). *Title of the Set of Data* (in italics) [Description] Recovered from <http://www.xxxx.xx>



Pew Hispanic Center. (2004). *Changing channels and crisscrossing cultures: A survey of latinos on the news media* [Data file and code book]. Recovered from <http://pewhispanic.org/datesets>

- **Measuring Instruments:** Last names of the owner of the copyright, A.A. (Year). Name of the Instrument [Description] Legal Format. Recovered from <http://www.xxxx.xx>

Friedlander, M.L., Escudero, V., & Heatherington, L. (2002), E-SOFTA: System for observing family therapy alliances [Software i Capacitation videos]. Non-published instrument. Recovered from <http://www.softa-soatif.com/>

- **Software:** Software Name (Version) [Description]. Location, Software Company Name.

Comprehensive Meta-Analysis (Version 2) [Computation Software]. Englewood, NJ: Biostat.

- **Equipment:** Name of the equipment [Description] (Year). Location, Supplier Name.

Eyelink II [Equipment and software]. (2004). Mississauga, Ontario, Canada: SR Research.

#### *Internet forums, lists of email addresses and other online communities*

- Author's Last name, Initials. (Year, Month day). Message Title [Description] Recovered from <http://www.xxx.xx>

Rampersad, T. (2007, August 3). Re: Traditional knowledge and traditional cultural expressions [Comment in an online forum]. Recovered from [http://www.wipo.int/roller/comments/ipisforum/Weblog/theme\\_eight\\_how\\_can\\_cultural#comments](http://www.wipo.int/roller/comments/ipisforum/Weblog/theme_eight_how_can_cultural#comments)



## External Resources

- Web page of APA: <http://www.apa.org/>
- APA Style Manual: <http://www.apastyle.org/index.aspx>
- APA Style Experts e-mail address: [StyleExpert@apastyle.org](mailto:StyleExpert@apastyle.org)