

Why Citation is Important

- To acknowledge and give credit to the work of others
 - And to avoid the risk of plagiarism, i.e., taking credit for words or ideas that are not your own
- To enable readers to locate the sources you used
 - So the readers can evaluate for themselves the appropriateness, accuracy, and veracity of the elements that helped shape your analysis and conclusions

When Should You Cite?

When you extract from an external source
(and place in your own work):

- A Direct Quotation
- A Paraphrase or Summary of Content
- Statistics, Tables, Diagrams, Images

APA Style

American Psychological Association (2001), *Publication manual of the American Psychological Association* (5th ed.). Washington, DC: Author.

An expanded and updated guide to the Electronic Resources section of the above work was published June 2007

American Psychological Association (2007), *APA style guide to electronic references*. Washington, DC: Author.

[Link](#)

APA Style

Links to 'free' web APA style guides:

http://www.emich.edu/halle/style_guides.html#apa

APA Style - Book

Author: Jim A. Crawford

Title: Fire Prevention: A
Comprehensive
Approach

Place of Publication:
Upper Saddle River, N.J.

Publisher: Prentice Hall

Year of Publication: 2002

Crawford, J. A. (2002).

*Fire prevention: A
comprehensive*

approach. Upper Saddle
River, NJ: Prentice Hall.

APA Style – Book Chapter

Chapter Author: Cortez
Lawrence
Chapter Title: Doing More With
Less in Public Safety
Chapter Pages: 33-47
Book Editor: Douglas J Watson
Book Title: Innovative
Governments: Creative
Approaches to Local Problems
Book Place of Publication:
Westport, CT
Book Publisher: Praeger
Book Year of Publication: 1997

Lawrence, C. (1997).
Doing more with less in
public safety. In D. J.
Watson (Ed.),
*Innovative
governments: Creative
approaches to local
problems* (pp. 33-47).
Westport, CT: Praeger.

APA Style – Journal Article (Print)

Author: Cortez Lawrence

Article Title: Fire Company
Staffing Requirements:
An Analytic Approach

Journal Title: Fire
Technology

Journal Volume: 37

Issue Number: 3

Journal Pages: 199-218

Journal Publication Year:
2001

Lawrence, C. (2001). Fire company staffing requirements: An analytic approach. *Fire Technology*, 37(3), 199-218.

APA Style – Journal Article (Electronic – DOI Assigned)

Author: Cortez Lawrence
Article Title: Fire Company Staffing Requirements: An Analytic Approach
Journal Title: Fire Technology
Journal Volume: 37
Journal Issue: 3
Journal Pages: 199-218
Journal Publication Year: 2001
DOI:
10.1023/A:1012470001830

Lawrence, C. (2001). Fire company staffing requirements: An analytic approach. *Fire Technology*, 37(3), 199-218. doi:
10.1023/A:1012470001830

APA Style – Journal Article (Electronic – No DOI Assigned)

Authors: Paulette M.
Yamada and Lawrence A.
Golding

Article Title: Physiological
Responses of Female Fire
Fighters to Repeated Work
Bouts

Journal Title: AAMA Journal

Journal Volume: 17

Journal Issue: 1

Journal Pages: 5-7

Journal Publication Year: 2004

Database with Full Text: Gale

Yamada, P.M., & Golding,
L.A. (2004).
Physiological responses
of female fire fighters to
repeated work bouts.
AAMA Journal, 17(1),
5-7. Retrieved from
Gale database.

Nonperiodical Web Document

Author: J Curtis Varone

Title: Providence Fire
Department Staffing
Study: Executive
Development

Date of Publication:
November 1994

Web Address:
[http://www.usfa.dhs.gov/
downloads/pdf/tr_94cv.pdf](http://www.usfa.dhs.gov/downloads/pdf/tr_94cv.pdf)

Varone, J. C. (1994,
November). *Providence
fire department staffing
study: Executive
development*. Retrieved
from
[http://www.usfa.dhs.gov/
downloads/pdf/tr_94cv.
pdf](http://www.usfa.dhs.gov/downloads/pdf/tr_94cv.pdf)

Web Page

Title: Juvenile Firesetter
Program: Child Firesetting and
Juvenile Arson

Publication Date: Not specified

Web address:
[http://www.michigan.gov/cis/0,
1607,7-154-
28077_42271_42321-18739--
,00.html](http://www.michigan.gov/cis/0,1607,7-154-28077_42271_42321-18739--,00.html)

Retrieved Date: January 3, 2008

*Juvenile firesetter
program: Child
firesetting and juvenile
arson. (n.d.). Retrieved
January 3, 2008, from
[http://www.michigan.go
v/cis/0,1607,7-154-
28077_42271_42321-
18739--,00.html](http://www.michigan.gov/cis/0,1607,7-154-28077_42271_42321-18739--,00.html)*

In-Text Citation

Author Named in Text

Author Not Named in Text

Lawrence (2001) noted that “The more hands available, the quicker the task is completed (to a point).” (p. 213).

One author noted “The more hands available, the quicker the task is completed (to a point).” (Lawrence, 2001, p. 213).