

APA Style Guide

Spelling:

In APA style, American English is used. Spelling should conform to the *Merriam-Webster's Collegiate Dictionary* (2005).

Abstract:

* An abstract is a brief, comprehensive summary of the contents of the manuscript and should consist of approximately 250 words.

Parentheses:

* APA does not allow back-to-back parentheses. So instead of (GLM)(Fryer, 1986), it should be (GLM; Fryer, 1986)

In-text citations:

* There is no comma before "et al." (Ex: Marsh et al., 2006)

* If there are 6 or more authors, list only the first author followed by et al. (e.g., Margo et al., 2009)

References:

* Double space throughout.

* Use a hanging indent

* Do not include issue numbers unless the journal is paginated by issue.

Headings:

APA Headings	
Level	Format
1	Centered, Boldface, Uppercase and Lowercase Headings
2	Left-aligned, Boldface, Uppercase and Lowercase Heading
3	Indented, boldface, lowercase heading with a period. Begin body text after the period.
4	<i>Indented, boldface, italicized, lowercase heading with a period.</i> Begin body text after the period.
5	<i>Indented, italicized, lowercase heading with a period.</i> Begin body text after the period.

Commas:

- * A comma should be included before the conjunction in lists (e.g., red, white, and blue; Don, Smith, & Jenkins, 2008)
- * Put a comma before the conjunction if separating two complete sentences (e.g., I went to the park, and I went to the store.) Do not use a comma otherwise (e.g., I went to the park and then the store.)

Statistics:

- * p-values should be italicized, with a space before and after the “=” or “<” symbol (e.g., $p < .006$)
- * Chronbach’s alpha should be reported using the symbol, e.g., ($\alpha = .70$)
- * When denoting an entire sample, use N . When reporting a subsample, use n .

Quotation marks:

- * Do not use quotation marks to identify the anchors of a scale. Instead, use italics (e.g., *always*, *never*)
- * Only use single quotation marks when within double quotation marks to set of material that in the original source was enclosed in double quotation marks.

Other issues:

- * The use of *while* should be limited to its temporal meaning (i.e., to link events occurring simultaneously). When that is not what is meant, the terms *although*, *whereas*, *and*, or *but* should be substituted in its place.
- * Do not use contractions (e.g., can’t)