

## CONSTRUCTING YOUR REFERENCE PAGE AND VERBALLY CITING YOUR SOURCES

Once your speech is revised and polished, at the end of your finished outline, you will need to compose a bibliography of the sources used within your speech. The format you will be using is the bibliographic form called **APA V** (American Psychological Association 5<sup>th</sup> edition). Although there is much involved with the APA format, you are simply required to model its reference citation format. Be sure to arrange your sources in **ALPHABETICAL ORDER**.

The manual we'll be following is:

**American Psychological Association. (2001). *Publication Manual* (5th ed.). Washington, DC.**

The following are examples of how to cite various sources in the APA style, but the following is NOT intended as a sample bibliography:

### **BOOKS**

Here are the essentials:

Author's last name, First initial. Middle initial. (Year Published). *Name of book in italics: Only first letter of first word capitalized.* Place of publication: Publishing Company.

#### **For example:**

Wood, J. T. (1998). *Communication in our lives*. New York: Wadsworth.

#### ***Verbal Citation***

“According to Wood’s book, *Communication in our lives* from 1998, ...”

\*Books with an editor – indicate (Ed.) or (Eds.), after the name(s) and before the date.

#### **For example:**

Lumsden, G., & Lumsden, D. (Eds.). (1996). *Communicating with credibility and confidence*. New York: Wadsworth.

#### ***Verbal Citation***

“In their book *Communicating with credibility and confidence* from 1996, Lumsden and Lumsden state that...”

\*Indicate a revised or new edition after the title of the book.

**For example:**

Lumsden, G., & Lumsden, D. (Eds.). (1998). *Communicating with credibility and confidence* (2nd ed.). New York: Wadsworth.

***Verbal Citation***

“In their book *Communicating with credibility and confidence* from 1998, Lumsden and Lumsden state that...”

\*Books with no author – begin with the title, then the date, etc.

\*Books with more than one author – each author must be cited in the bibliography.

**ARTICLES/CHAPTERS IN AN EDITED BOOK**

Here are the essentials:

Author’s last name, First initial. Middle initial. (Year). Title of article/chapter. In Author’s first initial and last name (Eds.), *Title of book* (pages of article/chapter). Place of Publication: Publishing company.

**For example:**

Stillman, S. R. (1994). Peer counseling outcome research. In A. W. Lee, T. D. Samms, & L. D. Hancock (Eds.), *Handbook of educational counseling* (pp.78-92). Beaverton, IL: Rock Press.

***Verbal Citation***

“According to Stillman in the *Handbook of educational counseling* from 1994...”

**MAGAZINE ARTICLES**

Here are the essentials:

Author’s last name, First initial. Middle initial. (Year, Date). Title of article. *Name of Magazine*, Vol., page numbers.

**For example:**

Stevens, E. K. (1996, January 8). Training booths today: Shedding a new light. *New Health Digest*, 5, 41-44.

***Verbal Citation***

“In an article from *New Health Digest* in 1996, Stevens defines...”

\*Articles with no author – begin with the title, then the date, then magazine, etc.

### **NEWSPAPER ARTICLES**

Here are the essentials:

Author’s last name, First initial. Middle initial. (Year, Date). Title of article. *Title of Newspaper*, page numbers.

#### **For example:**

Kibben, J. I. (1996, March 25). College graduates face new struggles, at least in the Midwest. *The Michigan Monitor*, pp. 2, 12.

#### ***Verbal Citation***

“Kibbens explains in an article from *The Michigan Monitor*, 1996 that...”

### **JOURNAL ARTICLES**

Here are the essentials:

Author’s last name, First initial. Middle initial. (Year). Title of article. *Title of Journal*, Volume, page numbers.

#### **For example:**

Lowe, K., Dryer, M. L., & Hornick, D. A. (1986). The effect of psychologists’ empathic behavior to patients’ satisfaction level. *Journal of Psychology and Psychiatry*, 4, 322-331.

#### ***Verbal Citation***

“According to Lowe, Dryer, and Hornick in their 1986 article in the *Journal of Psychology and Psychiatry*...”

\*Journal articles paginated by issue:

Seever, J. A., & Bittman, L. M. (1985). Standardized testing of elementary school students. *Elementary Education Issues*, 12(2), 19-24.

#### ***Verbal Citation***

“In a 1985 article from *Elementary Education Issues* Seever and Bittman describe...”

## **INTERVIEWS**

\*For interviews, provide the name of the person interviewed the date, and what experience or expertise makes the person an appropriate source. If you were doing a speech on communication competency, and decided to interview Dr. Wendy Papa, this would be the way to cite your interview with her in your bibliography:

Dr. Wendy Papa, Interview, January 15th, 2008. CMU COM 101 Basic Course Director.

### ***Verbal Citation***

“In an interview conducted on January 2<sup>nd</sup> of this year, Dr. Wendy Papa, the CMU COM 101 Basic Course Director, stated that...”

## **BROCHURES**

Here are the essentials:

Name of the company or organization that the brochure is from. (Year). *Title of the brochure*. (Edition) [The word Brochure]. Place of Publication: Publishing Company

### **For example:**

The Center of Overeaters Anonymous. (2000). *The eight warning signs that you are an overeater*. (2<sup>nd</sup> Ed.) [Brochure]. Lawrence, KS: Erlbaum.

### ***Verbal Citation***

“A brochure entitled *The eight warning signs that you are an overeater* from 2000 lists...”

## **ON-LINE**

Here are the essentials:

Author, I. (Date). Title of article. *Name of periodical*. Retrieved date, from URL.

### **For Example:**

Jones, P. (2000). Storytelling in families. Retrieved August 15, 2007, from <http://www.storytime.com>.

### ***Verbal Citation***

“As stated by Jones in 2000 at the storytime.com website...”

## **ENTRY IN AN ENCYCLOPEDIA**

Here are the essentials:

Author/Editor. (Date). Title of section. *Title of Encyclopedia*. (Volume, Page numbers).  
Place of Publication: Publishing company.

### **For Example:**

Bergmann, P. G. (1993). Relativity. In *The new encyclopedia Britannica*. (Vol. 26. pp.501-508). Chicago: Encyclopedia Britannica.

### ***Verbal Citation***

“In *The new encyclopedia Britannica* of 1993, Bergmann identifies...”

## **MUSIC RECORDING**

Here are the essentials:

Writer, A. (Date of copyright). Title of song [Recorded by artist if different from writer].  
On *Title of album*. [Medium of recording: CD, record, cassette, etc.]. Location: Label.  
(Recording date if different from copyright date).

### **For Example:**

Shocked, M. (1992). Over the waterfall. On *Arkansas traveler* [CD]. New York: PolyGram Music.

### ***Verbal Citation***

“In the 1992 *Arkansas traveler* CD, Shocked describes...”

## **FILM OR MOVIE**

### **For Example:**

Scorsese, M. (Producer), & Lonergan, K. (Writer/Director). (2000). *You can count on me* [Motion picture]. United States: Paramount Pictures.

### ***Verbal Citation***

“In Scorsese’s 2000 film *You can count on me*...”