

OJC Guide to APA Style in References

OJC students should follow the style developed by the American Psychological Association (APA) in their papers for citations and references. Citations are necessary when you use information from other sources in your papers. Citations are included in the paper. Each time a writer uses information from others, she must have a citation. The References page lists all the sources used in citations in the paper. It does not list sources that the writer read but did not use in the paper. A References page is not a Bibliography. A Bibliography lists all the information the writer read before writing the paper. The References page only lists sources cited in the paper.

The References page is the last page of a paper. It has the short title, all capital letters, in the upper left hand corner and the page number in the upper right hand corner. It follows the rules for margins and line spacing used on other pages. However, it has a different rule for indenting. The first line of each entry is not indented, but all the following lines for that entry are indented 1/2 inch (1.3 cm). This is called a “hanging indent.” Look at the examples that appear in the information below. Finally, be sure to list the References in alphabetical order (A-B-C, etc.) by the first word for each entry.

Note: • Author = Author’s family name. • I. = “Initials” of the Author’s Given Name.

For example: On a References page, for Tamara A. Swenson write: Swenson, T. A.

The correct way to write 千原哲郎 (Chihara Tetsuro) is: Chihara, T.

Books (書籍)

Luther, C. A. (2001). *Press images, national identity, and foreign policy: A case study of U.S.-Japan relations from 1955–1995*. New York: Routledge.

Author, I. (Year). *Title of book: Subtitle of book*. City: Publisher.

Capitalize the first word of the title, the first word of the subtitle, and proper nouns.

Citation in paper: (Luther, 2001)

Author Variations (著者)

2 Authors: If a book or article has two Authors, you need to list both names in the reference entry and in each citation.

Widdows, S., & Voller, P. (1996). *Open minds: Exploring global issues through reading and discussion*. Ann Arbor: University of Michigan Press.

Author#1, I., & Author#2, I. (Year). Title of book: Subtitle of book.
City: Publisher.
Citation in paper: (Author#1 & Author#2, Year)
(Widdows & Voller, 1996)

3-5 Authors: If there are three to five Authors, list all Authors in the reference entry. In the paper, all the authors are given in the first citation, but only the first author followed by the words “et al.” are given in the following citations. “Et al.” means “and others.”

Eades, C., Eades, J. S., Nishiyama, Y., Yanase, H. (2000). House of everlasting bliss: Globalization and the production of Buddhist altars in Hikone. In J. S. Eades, T., Gill, & H. Befu (Eds.). *Globalization and social change in contemporary Japan* (pp. 159- 179). Melbourne: Trans Pacific Press.

Author#1, I., Author#2, I., Author#3, I., Author#4, I., & Author#5, I.
(Year). Title of book: Subtitle of book. City: Publisher.

First citation in paper: (Author#1, Author#2, Author#3, Author#4, & Author #5, Year)
(Eades, Eades, Nishiyama, & Yanase, 2000)

All other citations: (Author#1, et al., Year)
(Eades, et al., 2000)

6+ Authors: If there are six or more Authors, list only the first five authors in the reference entry followed by et al. In the paper, write only the first author followed by “et al.” for every citation.

Author#1, I., Author#2, I., Author#3, I., Author#4, I., Author#5, I., et al. (Year). Title of book: Subtitle of book. City: Publisher.

Citation in paper: (Author#1, et al., Year)

Book in Japanese

(日本語の書籍)

The Japanese title page included this information:

単一民族話の起源

<日本人>の自画像の系譜

初版第1刷発行 1995年7月10日

初版第19刷発行 2005年8月10日

著者 小熊 英二

発行者 堀江 洪

発行所 株式会社 新曜社

〒101-0051 東京都千代田区神田神法町2-10

The References page needs to have this information:

Oguma, E. (1995). *Tanitsu minzoku banashi no kigen: "Nihonjin" no jigazou no keifu* [The myth of the homogeneous nation: Genealogy of "Japanese people's" self-portrait]. Tokyo: Shinyo Sha.

Author, I. (Year). Romanized title of book: Subtitle of book [English translation of title]. City: Publisher.
Citation in paper: (Oguma, 1995)

Follow the same format as citing a book in English, but be sure to use Romanized script (romaji) and translate the title into English. Put the English translation of the title inside brackets [] after the Japanese title. Only the Japanese title is italicized or underlined.

Even though the book was reprinted in 2005, it is still the first edition (初版), so the year of publication is the year of the original copyright, which was 1995.

Article in an edited book

(編集された書籍の章)

Jamail, D. (2006). Non-embedded reporting from Iraq. In P. Phillips (Ed.), *Censored 2006: The top 25 censored stories* (pp. 321-336). New York: Seven Stories Press.

Article's author, I. (Year). Title of article. In I. Editor's name (Ed.), Title of book: Subtitle of book (pp. page#-page# of article). City: Publisher.
Citation in paper: (Jamail, 2006)

Article from an edited book in Japanese

(編集された書籍の章—日本語)

Ono, K. (1998). Nihon manga no shintou ga umidasu sekai [World permeation of comics produced in Japan]. In I. Ogawa (Ed.), *Nihon manga ga sekai de sugoi!* [The wonderful world of Japanese manga!] (pp. 76-91). Tokyo: Tachibana Suppan.

Author, I. (Year). Romanized title of article [English translation of title]. In I. Editor's name (Ed.), Romanized title of book [English translation of book's title] (pp. page#-page#). City: Publisher.
Citation in paper: (Ono, 1998).

Article in a book, originally published elsewhere in the same language

(編集された書籍における英語以外の記事)

Rubenstein, B. (1982). The meaning of the Cinderella story in the development of a little girl. In A. Dundes (Ed.), *Cinderella: A casebook*, New York: Wildman Press. (Reprinted from *Amerian Imago*, 12, 197-205, 1955)

Article's author, I. (Year). Title of article. In I. Editor's name (Ed.), Title of book: Subtitle of book (pp. page#-page# of article). City: Publisher. (Reprinted from Name of book, or Title of Magazine, Newspaper, or Journal, Issue#, page#-page#, Year)
Citation in paper: (Rubenstein, 1955/1982)

This citation indicates when the information was originally published and where you read it.

Translated books (Translated into English)

(書籍の英語への翻訳)

Oguma, E. (2002). *A genealogy of 'Japanese' self-images* (D. Askew, Trans.). Melbourne: Trans Pacific Press. (Original work published 1996)

Author, I. (Year). Romanized title of book: Subtitle of book (I. Translator, Trans.). City: Publisher. (Original work published Year)
Citation in paper: (Oguma, 1996/2002)

The original year of publication is given first. This citation will indicate when it was originally published and where you read the information.

Translated book into Japanese

(書籍の日本語への翻訳)

When you use a book that has been translated into Japanese, this must be clear in the citation and on the References page.

Chomsky, N., & Barsamian, D. (2003). *Guro-barizumu wa sekai o hakaisuru: Puropaganda to min'I* [Propaganda and the public mind]. (M. Fujita, Trans.). Tokyo: Akashi Shoten. (Original work published 2001)

Author, I. (Year). Romanized title of book: Subtitle of book [Original title of book / or Translation of title] (I. Translator, Trans.). City: Publisher. (Original work published Year)
Citation in paper: (Chomsky & Barsamian, 2001/2003)

In the citation, the original year of publication is given first, followed by the year the Japanese translation of the book was published: (Author, Year#1/Year#2)

Be sure to check the book carefully to find the correct spelling of the

author's name. This should appear someplace near the beginning or the end of the book. Don't use Romanized katakana. Writing チョムスキー as "Chomusuki-" is incorrect.

Article from a journal (学術雑誌の章)

Luther, C. A. (2002). National identities, structure, and press images of nations: The case of Japan and the United States. *Mass Communication & Society*, 5(11), 57-85.

Article's author, I. (Year). Title of article. *Title of Journal, Volume number*(Issue), page#-page#.

Citation in paper: (Luther, 2002)

Some journals or magazines do not have an issue number or a volume number. Include the information you have.

Article from a Japanese journal

(日本語の学術雑誌の章)

Nomura, I. (2006). Sekai no gyogyou: youshokugyou no doukou to shomonndai [World fisheries: Trends in the cultural food industry and various problems]. *Japanese Scientific Monthly*, 59(9), 8-15.

Author, I. (Year). Romanized title of article [English translation of title]. Romanized Name of Journal or English name of Journal, Volume#(Issue#), page#-page#.

Citation in paper: (Nomura, 2006)

If the journal has an official name in English, use that name. For example, the Japanese journal called 学術月報 has the English name Japanese Scientific Monthly also on its front cover. This is the name used in the reference entry. When a journal only has a Japanese name, use that name in Romanized script.

Article from a magazine, with an author

(一般雑誌論文)

Alter, J. (1994, February 28). Karate or just kabuki? *Newsweek*, 123, 65.

Article's author, I. (Year, Month day). Title of article. Name of Magazine, Volume#, page#-page#.

Citation in paper: (Alter, 1994)

Article from a magazine, no author

(一般雑誌論文, 著者のない)

Landscapes of repulsion. (1992, December). *Popular Science*, 13-18.

Title of the article. (Date). Name of Magazine, Volume#, page#-page#.
Citation in paper: (“Landscapes of repulsion,” 1992)

Article from a Japanese magazine, with an author

(日本語の一般雑誌論文)

Money, R. (2006, June 1). Iraku kikanhei wo machi ukeru aratana kunan [The
distress awaiting soldiers returning from Iraq]. *The Big Issue Japan*, 51, 7-9.

Author, I. (Year, Month day). Romanized title of article [English
translation of title]. Romanized Name of Magazine,
Volume#(Issue#), page#-page#.

Citation in paper: (Money, 2006)

The Big Issue Japan, like many magazines, has an issue number but no
volume number. The issue number is not underlined or italicized.

Article from a Japanese magazine, no author

(日本語の一般雑誌論文, 著者のない)

Nihon no dorama eiga Higashi Ajia e [Japanese dramatic movies in East Asia].
(1998, October 19). *Aera*, 56-57.

Romanized title of article [English translation of title]. (Year, Month
day). Romanized Name of Magazine, Volume#(Issue#), page#-
page#.

Citation in paper: (“Nihon no diorama,” 1998)

Article in a newspaper, with an author

(新聞記事)

Fackler, M. (2006, June 10). A rapid fall from favor for Japan’s Murakami.
International Herald Tribune, p. 1.

Article’s author, I. (Year, Month day). Title of article. Name of
Newspaper, p. page#.

Citation in paper: (Fackler, 2006)

If the article is on one page, write only “p. XX.” If the article is more
than one page long, write “pp. XX-XX.”

Article from a newspaper, no author

(新聞記事——著者のない)

Rebel became global face of terror. (2006, June 9). *International Herald Tribune*, p. 1.

Title of article (Year, Month day). *Name of Newspaper*, p. page#.

Citation in paper: (“Rebel became,” 2006)

Article from a Japanese newspaper, with an author

(日本語の新聞記事)

Kawano, H. (2005, February 6). Kyouto Giteisho 16 nichi hokkou: Ondannka boushi he zenshin: chiisaiga omoiippo = mhiraki tokushuu [Special feature: 16-days before Kyoto Protocol takes effect: Move to prevent global warming moves forward: Small steps lead to big ones]. *Yomiuri Shimbun*, p. B10.

Author, I. (Year, Month day). Romanized title of article [English translation of title]. *Romanized Title of Newspaper*, p. page#.

Citation in paper: (Kawano, 2005)

Article from a Japanese newspaper, no author

(日本語の新聞記事——著者のない)

Sudan minzoku funsou “kanshi butai 5000 nin ni zouin” Konare AU iinchou ga genkyuu [AU Leader Konare calls for an “increase of peacekeeping forces to 5000” in Sudan ethnic conflict. (2004, Oct. 16). *Yomiuri Shimbun*, p. B9.

Romanized title of article [English translation of title]. (Year, Month Day). *Romanized Title of Newspaper*, p. page#.

Citation in paper: (“Sudan minzoku,” 2004)

Audio-visual sources (CD, Video, DVD, software, & other portable media)

(視聴覚メディア)

Provide as much information about the portable media as possible. There are many different types of media and many ways it is stored. Your APA guide has information about many types. Here are some common ones.

Movies (映画)

Jackson, P. (Dir.). (2001). *The lord of the rings: The fellowship of the ring* [Motion picture, DVD]. New Zealand: New Line Productions.

Director, I. (Dir.). (Year of Copyright). Title of movie: Subtitle [Motion picture, Medium of recording]. Country of Origin: Production

Company.

Citation in paper: (Jackson, 2001)

Recorded lectures or teaching materials (レクチャー)

Dalton, D. G. (Lecture). (2000). Freud's psychology of human nature. *Great minds of the Western intellectual tradition* [CD]. Chantilly, VA: The Teaching Company.

Lecturer/Speaker/Editor, I. (Lecture, Speech, or Ed.) (Year). Title of recorded media. Title of series [Medium of recording]. City: Company.

Citation in paper: (Dalton, 2000)

Compton's New Media. (1994). *Compton's interactive encyclopedia* [CD-ROM]. New York: Compton's New Media.

When you cannot find a person responsible, like an editor or publisher, use the company name in the Author position:
Citation in paper: (Compton's New Media, 2004)

Music recordings (音楽録音)

Young, N. (2006). Let's impeach the president. On *Living with War* [CD]. Burbank, CA: Reprise Records.

SongWriter, I. (Year of Copyright). Title of song [Recorded by if artist different from song writer]. On *Title of album* [Medium of recording]. City: Company.

Citation in paper: (Young, 2006)

Internet sources (電子メディア)

With any source, give the reader as much information as possible so that they can find the source if they want to learn more. With online information, include the web address (URL). If you are using a Wikipedia site, you must also include the date you found the information (retrieval date) (an example of the format is "Retrieved February 14, 2011 from site").

URL = <http://address.of.the.web.site>

Basic form for Internet sources

Amnesty International. (2006, October 5). Sudan crying out for safety. Retrieved from [http://web.amnesty.org/library/Index/ ENGAFR540552006](http://web.amnesty.org/library/Index/ENGAFR540552006)

Author, I. (Year, Month day Posted). Title of article. In EditorName, I. (Ed.), Name of web site. Sponsor of web site. Retrieved from URL
Citation in paper: (Amnesty International, 2006)

Long URL Address

When the internet URL address is too long to fit your paper, add in a space after a slash (/) or before a hyphen (-). For example, the following URL is too long:

Ellingson, L. (1999, May 16). Hercules. In M. Lindemans (Ed.), Encyclopedia mythica. Pantheon Publishing. Retrieved from <http://www.pantheon.org/areas/heroes/articles.html>

This Reference would appear incorrect on a References page. In this case, you should add a space after “www.” so it will be on only one line. It will then look like this:

Ellingson, L. (1999, May 16). Hercules. In M. Lindemans (Ed.), Encyclopedia mythica. Pantheon Publishing. Retrieved from [http://www.pantheon.org/areas/ heroes/articles.html](http://www.pantheon.org/areas/heroes/articles.html)

Citation in paper: (Ellington, 1999)

Government, NGO (政治機関、民間組織)

National Institute of Mental Health. (2002). Breaking ground, breaking through: The strategic plan for mood disorders research of the National Institute of Mental Health (Publication No. 0507-B-05). Retrieved from [http://purl.access.gpo.gov/GPO/ LPS20906](http://purl.access.gpo.gov/GPO/LPS20906)

Reports often do not have authors, so write the name of the government organization, NGO, or business first.

First citation in paper: (National Institute of Mental Health [NIMH], 2002).
All other citations: (NIMH, 2002)

When the name of an organization has a common abbreviation, it can be abbreviated in the citation. If the organization does not have a standard abbreviation, include the entire name for each citation.

WorldWatch Institute. (1998, May). WorldWatch press release on environmental deterioration and economic progress. Retrieved from <http://www.worldwatch.org/worldwatch/alerts/pr970816.html>

Citations in paper: (WorldWatch Institute, 1998)
(Amnesty International, 2006)

Articles in Japanese from the internet
(日本語のインターネット章)

Ministry of Foreign Affairs. (1997, June 12). Peru jiken chosa iinkai no hokoku ni tsuite no Ikeda Gaimu Daijin no kishakaiken [Press interview with Foreign Minister Ikeda on the report of the investigation committee on the Peru Incident]. Ministry of Foreign Affairs, Japan. Retrieved from <http://www.mofa.go.jp/mofaj/gaiko/hoka/peru/index.html>

Everything is written in Romanized script. If the name of the organization or group has an accepted English translation, you only need to use this name. All titles or names of groups must be translated. The translation appears in brackets [].

Citation in paper: (Ministry of Foreign Affairs, 1997)

Missing author / Missing date of posting
(著者のないと日付なし)

For internet articles without an author, list the organization that sponsors that page as the author.

Anti-Sweatshop Labor League. (2005, March, 25). Where are these sweatshops? Retrieved from <http://www.geocities.com/whydoyoukeepdeletingme/ASSLLeague.html>

Full Name of Sponsor of Web Site. (Date of posting). Title of article.
Name of web site. Retrieved from URL.

When the date of posting is missing, write (n.d.)

Ministry of Agriculture. (n.d.) Transition of rate food self-sufficiently. Retrieved from http://www.maff.go.jp/soshiki/kambou/tyousa/syokuryo_jikyuu.pdf

Citations in paper: (Anti-Sweatshop Labor League, 2005)
(Ministry of Agriculture, n.d.)

Wikipedia or changing website

Child labour. (2011, January 21). In *Wikipedia*. Retrieved February 5, 2011, from http://en.wikipedia.org/wiki/Child_labor

February 5, 2011 is the day that the student found the information on the website. Citation in paper: (Child labour, 2011)

Other sources with missing information (usually brochures):

No date: When you cannot find a date on a pamphlet or brochure you want to cite, use (n.d.).

No place: When you cannot find a city or place of publication, use N. p.

No publisher: When you cannot find a publisher, use n. p.

Title of brochure [Brochure]. (n.d.). N.p.: n.p.

Include as much information as you can find. When a group or organization produced the brochure, list it in the Author position. Then, write “Author” in the publisher position.

American Cancer Society. (n.d.). Breast cancer facts [Brochure]. New York: Author.

Name of Group or Organization. (n.d.). Title of brochure [Brochure]. N. p.: n.p.

Citation in paper: (American Cancer Society, n.d.)

Useful reference book for APA in Japanese

The OJC library has useful reference books for APA in Japanese.