

UNIVERSITY OF PHOENIX APA FORMAT GUIDELINES (5th Ed.)

(Information referenced from *Publication Manual of the American Psychological Association*, 5th Ed., 2001)

Title Page double-spaced, upper & lowercase, include a page header, number as page 1 (pp. 295-296). APA contents of title page are listed on pp. 10-11. **UOP Title page content differs from APA regarding the order & elements to include on the title page. UOP title page should include the following elements in this order centered on the page:** Title of paper, author's name, University of Phoenix, Course # and title, Group #, Faculty member's name, and date of submission.

Font style preferred is Times Roman or Courier. **Font size** is 12pt. Font for description of figures should be Sans Serif (p. 285, 5.02).

Page Headers first two or three words of the title. Type five spaces to the left of page # (p. 288, 5.05 and 296), sample paper (p.306). **Do not confuse with running head!**

Double space everything including title page and block quotes (p.239, 4.03).

Margins all four sides 1". **This is a UOP guideline.** (APA states at least 1", p. 240, 4.04).

Page numbers 1" from right edge, between top edge & first line of text on **all** pages. **Title page is #1** (p. 241, 4.06).

Running Head not required for APA papers unless specifically assigned. If used, type flush left at top of title page, below page header, in all uppercase letters (p. 296, 5.15). See sample paper (p. 306). **I do not require a running head.**

Table of Contents not utilized in APA. Use headings and introduction paragraph to organize your paper.

Abstracts are **only** used for UOP papers if required by the assignment. When assigned, use p. 296, 5.16. **I do not require abstracts.**

Title of Paper Type in upper & lowercase letters, center on first page of text, double space then start text (p.298, 5.17).

Headings indicate organization of paper and establish importance. Match to complexity of paper. Use at least **Level 1** to better organize paper. Title of paper (centered upper and lowercase) on first page, is not considered a separate heading level. If the paper requires two headings, use levels 1 & 3; if three headings use levels 1, 3, & 4 (pp. 111-115, 3.30-3.32). See manuscript ex. pp. 307-8.

Alignment is flush-left style leaving right margin ragged. Do not divide words or hyphenate at the end of the line (p.287, 5.04).

Paragraphs indented 5-7 spaces or ½ inch. Use tab key for consistency (p. 289, 5.06). Should contain 1 topic. **Do not use** 1 sentence paragraphs or lengthy paragraphs (p. 36). Turn on widow and orphan protection (control).

Punctuation only one space after periods, commas, colons, semi-colons, exceptions (p. 290, 5.11) uses of (pp. 78-88). Hyphenate phrases used as an adjective, all self-compounds, and an adjective-and-noun compound adjective (p. 93, 3.11) Use commas (including before **and** or **or**) in a series of three or more (p. 78, 3.02 and pp. 115-117). Place periods and commas within closing quotation marks but place other punctuation marks inside quotations only when they are part of the quoted material (p. 119, 3.36).

Abbreviations (pp. 103-104, 3.20) First time spell out (p. 104, 3.21). Abbreviations accepted as words (p. 105, 3.22). When to use periods with abbreviations (p. 110, 3.27).

Plurals of abbreviations (pp. 110-111, 3.28) of numbers (p. 130, 3.49) preferred spelling (p. 89, 3.10).

And vs. & (Ampersand) When to use each (p. 209, 3rd example; and 224, third paragraph from bottom of page).

Numbers in general express in words for numbers less than ten, however there are many rules and exceptions to rules (pp. 123-128). In the Reference List, use Arabic numbers (even though the source may have used Roman numerals). Measurements should be in metric units if possible (p. 130, 3.50).

Capitalization & Italics (pp.94-100, 3.13-3.18). Following a colon (p. 80, 3.04). Use italics for titles of books and periodicals and the first time a key word is introduced/used (p. 100 3.14).

Citation of references in text adhere to guidelines (pp. 207-214, 3.94-3.103). General & problematic examples:

- ✓ **When paraphrasing or referring to an author's work:** Cite author(s) and year (pp. 120-121, 3.39) Example: (Smith, 1997).
- ✓ **When quoting directly,** cite author(s), year, & page number (pp. 117-118, 120-121). Ex: "take me home to Kansas" (Smith, 1997, p.2). Quotations of more than 40 words use block quotations (p. 117). If electronic media: cite paragraph or page number (§ 12). The pilcrow symbol (§) is ASCII 0162.
- ✓ **Citing a secondary source** if you do not have primary source (p. 245, #17, p. 247, #22). Example: Orem (as cited in Smith, 1997).
- ✓ **Citing personal communications** (p. 214, 3.102). Example: A. C. Smith (personal communication, February 14, 1997).

Reference list starts on new page, titled Reference(s), centered in upper & lowercase letters, needs a page header and page number. Alphabetize by author name, double space, hanging indent (1st line of each entry flush left, indent subsequent lines 5-7 spaces (p. 216, p. 229, 5.18, & p. 219, 4.04). Citation in text **must** specifically match reference page (p. 215, 4.01). Follow examples on pages 223-281. **UOP guidelines require** more than one reference unless the paper is an article analysis. Number & variety of references should match the complexity of assignment. Use scholarly journals only. Titles of books, periodicals, and microfilm publications are **italicized**. References contain three parts with each part followed by a period and one space. Exception: if the source in part #3 is an Internet URL, do not use a period. (1) Author, A. A. (year). (2) Title of work **-or-** Title of book (pp. ix-ix). **-or-** Title of journal article. Title of Periodical, volume, pages. (3) Publication location: Publisher. **-or-** [nothing in the case of a printed periodical] **-or-** Retrieved month day, year, from source.

Appendix, Tables, & Figures **Appendix:** pp. 205-206, 3.90 and pp. 299-300, 5.19. **Tables:** pp. 147-176, 3.62-2.74. See table checklist on pp. 175-176. **Figures:** pp. 176-201, 3.75-3.86. See figure checklist on p. 201. **I prefer all tables and figures in the body of the text. Please do not use tables or figures for decoration only.**

Apa Manual 5th Edition

Ensheng Dong



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A Research Guide to Psychology Deborah Dolan, 2018-06-08 This authoritative research guide uses a problem solving approach to presenting print and electronic resources Coverage includes Definition and deep background sources Specialized dictionaries encyclopedias and handbooks Current research Journal Articles and Annual Reviews Tests and Measures Bibliographies U S Government Resources Biographical Resources Directories and Organizations Style Guides Diagnostic Measures Career Path and Educational Resources Book Reviews Major Museums and Archives [Cite it Right](#) Julia Mary Johns, Sarah Keller, Sarah Jane Keller, 2006 Researching and writing documents in an original fashion are essential skills for every student to master Cite It Right is the perfect guide for understanding and developing these skills in a way that is comprehensive but easy to follow Cite It Right describes the process of writing a research paper from gathering credible sources to revisions It carefully explains how to develop strong topics thesis statements and paragraphs techniques needed to write with quality It also shows ways to organize and order ideas sending students the message to write it right Cite It Right is best known for its straightforward compilation of the four major writing styles MLA APA CMS CSE With its dedication to academic integrity and the elimination of plagiarism within the academic community SourceAid s Cite It Right meets the needs for a more student friendly guide to citing sources in all research fields It is a natural complement to SourceAid s popular citation software making p *An EasyGuide to APA Style* Beth M. Schwartz, R. Eric Landrum, Regan A.R. Gurung, 2014 This clear and concise book is designed to demystify the process of writing in APA style and format With precise examples both writing examples and Microsoft Word screenshots *An EasyGuide to APA Style 2e* points out common APA style and formatting mistakes and how to avoid them The book also provides an overview of the style and formatting changes for the 6th edition of the APA Publication Manual providing detailed examples and complete sample student papers written to conform to APA format The authors illustrate not only how to write using APA style but also what writing in APA style really looks like when your paper is complete Written in a conversational and clear style this guide will help anyone find their way through the maze of rules in the APA Publication Manual and become proficient in learning the fine points of APA style The second edition of the *EasyGuide* contains additional writing tips and expanded discussions in each chapter In particular chapter 5 on plagiarism has been expanded to include more detail on topics like when and how to paraphrase appropriately and when to quote directly from a source Also the new edition provides examples from the latest version of Microsoft Word Word 2010 *Clinician's Thesaurus* Edward L. Zuckerman, Bradley W. Estes, 2025-08-13 Hundreds of thousands of mental health professionals and students have relied on this authoritative reference now in an updated 9th edition including the latest terms and diagnostic codes In a convenient large size format the Thesaurus covers nearly all areas of concern addressed in intakes assessments treatment plans progress notes and closing summaries Users seeking the right wording for a clinical document can scan and select from thousands of technical terms behavioral descriptors and

standard statements The book provides interview questions for almost every symptomatic behavior a huge collection of mental status questions and hundreds of internet resources Also featured is a list of all psychiatric ICD 10 CM diagnoses including Z codes and medical codes essential to a comprehensive biopsychosocial evaluation The companion website presents web links reproducible forms from the book and a detailed list of psychiatric medications New to This Edition Updated for DSM 5 TR and ICD 10 CM code changes for 2025 Updated and new listings of assessment and screening tools Revised descriptors and terms pertaining to internet use gender and sexuality relationships race and ethnicity and more Updated treatment planning tips web links and psychiatric drug information [An EasyGuide to APA Style](#) , **Ideological and Political Bias in Psychology** Craig L. Frisby, Richard E. Redding, William T. O'Donohue, Scott O. Lilienfeld, 2023-09-13 This book examines the traditional assumptions made by academics and professionals alike that have embedded sociopolitical biases that impede practice and undermine efforts to achieve an objective scientific status If allowed to go unchallenged the credibility of psychology as a discipline is compromised This contributed volume thoroughly and comprehensively examines this concern in a conceptually and empirically rigorous manner and offers constructive solutions for minimizing undue political influences within the field of psychology Societies in the 21st century desperately need reliable psychological science but we don't have it This important volume explains one of the main reasons why we are making little progress on any issue that gets contaminated by the left-right culture war because the field of psychology is an enthusiastic member of one of the two teams so it rejects findings and researchers who question its ideological commitments The authors of this engaging volume also show us the way out They diagnose the social dynamics of bias and point to reforms that would give us the psychology that we need to address 21st century problems Jonathan Haidt Thomas Cooley Professor of Ethical Leadership NYU Stern School of Business and author of The Righteous Mind The boundaries of free speech censorship moral cultures social justice and ideological biases are among the many incendiary topics discussed in this book If you are looking for a deep dive into real world contemporary controversies Ideological and Political Bias in Psychology fits the bill The chapters are thoughtful and thought provoking Most readers will find something to agree with and something to rage at in almost every chapter It just may change how you think about some of these topics Diane F Halpern Professor of Psychology Emerita Claremont McKenna College and Past President American Psychological Association Unless the political left is always correct about everything in which case we wouldn't need to do research we could just ask a leftist the growing political monoculture of social science is a major barrier to our search for the truth This volume shows how ideological bias should be treated as a source of research error up there with classic methodological flaws like non random assignment and non blind measurement Steven Pinker Johnstone Professor of Psychology Harvard University and the author of Rationality An important read for academics curious about how their politics fashions beliefs that too often are uncritically taken for granted and for non academics wondering why we can't shake off the politics that so influences scientific work Vernon Smith

Nobel Laureate in Economic Sciences and George L Argyros Chair in Finance and Economics Chapman University Advances and deepens empirically rigorous scholarship into biased political influences affecting academic and professional psychology Offers constructive solutions for minimizing undue political influences within psychology and moving the field forward Serves as a resource for psychological academicians researchers practitioners and consultants seeking to restore the principles of accurate science and effective practice to their respective areas of research

The Broadview Pocket Guide to Citation and Documentation - Third Edition Maureen Okun,Nora Ruddock,2022-05-05 Compact and convenient The Broadview Pocket Guide to Citation and Documentation Third Edition includes information on MLA APA Chicago and CSE styles of citation and documentation Based on the Documentation chapter in the acclaimed Broadview Guide to Writing this volume has been expanded with additional examples and has been fully updated to cover recent changes such as the 2020 APA and 2021 MLA updates The book discusses summary and paraphrase as well as direct quotation and it includes an extensive treatment of how to integrate quoted material into the text of an academic paper There is coverage too of what constitutes plagiarism and of how to avoid it

Rules for Writers with 2009 MLA and 2010 APA Updates Diana Hacker,2010-06-08 Rules for Writers succeeds because it has always been grounded in classroom experience By looking at her own students needs Diana Hacker created an affordable and practical classroom tool that doubles as a quick reference Developed with the help of instructors from two and four year schools the sixth edition gives students quick access to the information they need to solve writing problems in any college course Amazon com viewed August 7 2020

Neuroethics and Neurodevelopment ,2023-08-25 This volume focuses on topics at the intersection between neuroethics and neurodevelopment and brings together the perspectives of experts in both clinical assessment and intervention and researchers in child psychology neurosciences medicine health policy law and social work The goal is to review emerging issues related to the ethical ramifications of how variation in human neurodevelopment is described and the effects of these descriptions on those with lived experience clinical and intervention services and health and social policy Related topics are also explored including the effect of the Covid 19 pandemic the ethics of invasive neurotechnology interventions biomarkers machine learning precision medicine Provides novel and original research on the emerging field of the legal regulation of neuroscience Takes an interdisciplinary approach with chapters by global scholars from several disciplines including law philosophy and medicine Develops a global approach that will be useful in jurisdictions around the globe

Sports Medicine and Neuropsychology Eric A. Zillmer,2016-04-15 The focus of Sports Medicine and Neuropsychology is the question of what role the neuropsychologist should have in the diagnosis treatment and management of sports related concussions The goal of this special issue is to examine the most current issues facing this growing and dynamic field of neuropsychology The first article is dedicated to reviewing current issues in the neuropsychological assessment of concussions in sports related events The next paper examines data on over six million practice and game exposures among athletes participating in the NCAA s

Injury Surveillance System Two contributions examine the empirical role that neuropsychologists can have in the area of concussion research The final two papers review the advantages and limitations on computer based assessment of sports related concussions and discuss neuropsychology s role in return to play decisions following them

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