APA is an Author-Date system, which means you put the authors’ surnames and the year next to the relevant information when you use it in the text. Any part of the citation information that is not part of the sentence should go in (brackets).

**Quotes**

Put the quoted words in “quotation marks” and the citation data in (brackets), and include a page number

**EXAMPLE:**
Injuries “commonly occur around the home” (Thomson & Barry, 2006, p. 6).

**Paraphrase**

Put the citation data after the information used - do not use a page number

**EXAMPLE:**
Injuries often happen in the home (Thomson & Barry, 2006), which indicates...

**Authors’ names**

If you use the authors’ names in the sentence, put the year right next to the name. In a sentence, treat the names like normal words

**EXAMPLE:**
Thomson and Barry (2006) state injuries “commonly occur around the home” (p. 6).

**Multiple authors**

If you have more than three authors, list up to six the first time, then use the first author and et al. from then on

**EXAMPLE:**
First time: (Black, Smith, Brown, & Jackson, 2012)
Second time: (Black et al., 2006)
First time: Green, Fields, and Zacks (2009) state...
Second time: Green et al. (2009) point out...

**About quoting...**

It is always better to use your own words. If you must quote, make sure the quote does not take up a whole sentence -- your words should be in every sentence in your assignment.