**Citing Electronic Resources in APA Style**

[The introductory paragraphs are same for all APA topics]

**Introduction**

In academic writing, a reference to a source of information is called citation. Typically it includes identifying information such as the author, title and source. When we are writing a paper or doing research on a topic, we must cite the sources. There are many reasons for citing the sources. The major reasons include the following:

* + To acknowledge the work of others whose scholarship contributed to our work
  + To help the reader to locate the sources of information on the topic
  + To establish the credibility of the research and scholarship
  + To demonstrate our own academic ethics and integrity
  + To avoid plagiarism
  + **To add strength and authority** to our work

There are two parts to a citation:

* In-text Citation.
* End of the Text Citation or Reference List Citation

The in-text citation is the citation information given in the body of the research paper. It contains limited bibliographic details about the cited document, most of the time author name and year of publication. The End of the Text Citation or Reference List Citation is the list of references at the end of the research paper.

The American Psychological Association (APA) style manual is a widely accepted standard for preparing scientific papers and reports in the social sciences and other fields, such as behavioural sciences, education, business, and nursing. The APA provides guidelines on preparing the citations in a paper/report. The latest edition of American Psychological Association (APA) style manual is edition 6 published in the year 2010.

Electronic publishing is now a standard form of accessing information. Electronic sources include e-books, e-journals, websites, emails, films, television programs, social media, podcasts and radio broadcasts.

It can be observed that some of the electronic information sources are published only electronic format (e.g. Social media resources, YouTube videos etc.) whereas there are many other e-resources which are published in both electronic and print (fixed media) formats. Also, some of the electronic information resources possesses unique identification numbers known as Digital Object Identifiers whereas there are many others which do not have Digital Object Identifiers.

**Rules for citing of electronic information sources as per APA**

1. Unlike fixed-media (print) sources, online materials can easily be changed, or disappear altogether, so providing full and accurate citation information is essential.
2. In case you have used/ accessed an electronic resource while writing a scientific document you should cite that resource itself, not its print counterpart.
3. In case you are citing an electronic resource for which print counterpart is available e.g. e-books, e-journals etc., follow the patterns for print sources. Electronic citations require many of the same elements, in the same order, as fixed-media sources. As a general rule, provide as much information as possible concerning authorship, location and availability.
4. While citing an electronic resource for which print counterpart is not available, indicate the format in square bracket after the title.
5. Use a digital object identifier (DOI) when available. Current publications usually display the DOI at the top of the first page.
6. Use a uniform resource locator (URL) as an alternative. i.e. when a DOI is not available, use the URL of the home page of the online source. A complete URL is necessary when a source is difficult to locate within a website.
7. Present a source's DOI or URL with care. To ensure that you record a DOI or URL exactly, copy and paste it into your reference-list entry.
8. Divide the DOI or URL when necessary. To avoid large spaces in citations, divide DOis or URLs *before* punctuation; however, retain *http:!!*as a unit.
9. Present retrieval statements with care. A retrieval statement ending with a DOI or a URL has no end punctuation because a closing period might be misinterpreted as part of the identification number or electronic address
10. Use retrieval dates only when sources are likely to change (for example, wikis).
11. Generally, the following pieces of information are provided for the reference list entries of electronic resources
    * Author
    * Year & Date (Date only if there is a chance of disappearance of the source later)
    * Title
    * Format description (where necessary) between square brackets
    * Retrieval information such as a webpage URL or a DOI

**Citing an Article in an e-journal in Reference List**

1. To cite an article in an online journal, first provide the information that is required for the print version of the article. If the article has a DOI, use it. Otherwise, give the URL of the source as the retrieval statement.
2. Use the word “doi” followed by colon in case of articles with DOI
3. Use the words “Retrieved from” before the URL in case articles without DOI.

Example 1 (With DOI)

Brownlie, D. (2007). Toward effective poster presentations: An annotated bibliography. *European Journal of Marketing, 41*, 1245-1283. doi:10.1108/03090560710821161

Example 2 (Without DOI)

Kenneth, I. A. (2000). A Buddhist response to the nature of human rights. *Journal of Buddhist Ethics, 8*. Retrieved from http://www.cac.psu.edu/jbe/twocont.html

**Citing an E-Book in Reference List**

1. To cite an e-book, prepare an entry in the same way as print book however, omit the city and publisher. Then present a retrieval information/statement with or without DOI as the case may be.

**Citing an Electronic Thesis / Dissertation in Reference List**

1. Give the author and year of publication as in other sources
2. Give the title in italics
3. Give the type of resource (Master/ Doctoral etc. ) followed by the publishing Institution and place in bracket.
4. At the end, provide the retrieval statement with the prefix “ Retrieved from”

Example

Ignatov, I. (2013). *Eastward voyages and the late medieval European worldview* (Master’s thesis, University of Canterbury, Christchurch, New Zealand). Retrieved from <http://hdl.handle.net/10092/9187>

**Intext Citation of E-books, E-journals, E-theses etc,**

The intext citations for the above resources are made in the same way as their print counterparts.

**Citing Websites**

#### ****To refer to an entire website****

1. For a passing reference to a website in text, the URL is sufficient; no reference list entry is needed:

E.g. These United Nations policies are outlined on The International Narcotics Control board website (<http://www.incb.org>)

**2. To cite a particular document or piece of information from a website**

**In text**

Cite the name of the author/authoring body and the date created or last revised:

(International Narcotics Control Board, 1999)

**Reference list**

International Narcotics Control Board (1999). Psychotropic Substances. Retrieved from http://www.incb.org/incb/en/psychotropic-substances/index.html

Include the following information:

* Author (the person or organisation responsible for the site)
* Year (date created or last updated), between parentheses
* Title of document
* The terms “Retrieved from”
* Webpage URL

**Citing Videos Resources and Presentation Slides**

The Videos Resources and Presentation Slides do not have print counter parts. We have to indicate the formats in square brackets after the title information as given below.

* Rutter, C. (2018). American copyright act [PowerPoint slides]. Retrieved from http://www.copyrightlaws.com