

**Siam University, Thailand**  
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**APA 7<sup>th</sup> Guideline**

The guideline has been designed to assist students in creating their references using APA style 7<sup>th</sup> edition in the Cooperative Education course.

**1. Basic Information:**

**References** →

Department of Climate Change, Energy, the Environment and Water. (n.d.). *Understanding climate change*. <https://www.dceew.gov.au/climate-change/policy/climate-science/understanding-climate-change>

Goosse, H., Barriat, P. Y., Lefebvre, W., Loutre, M. F., & Zunz, V. (2010). *Introduction to climate dynamics and climate modeling*. Université Catholique de Louvain. <http://www.climate.be/textbook>

Lewandowsky, S., & Whitmarsh, L. (2018). Climate communication for biologists: When a picture can tell a thousand words. *PLoS biology*, 16(10), e20060 <https://doi.org/10.1371/journal.pbio.2006004>

Zilberman, D., Lipper, L., McCarthy, N., & Gordon, B. (2018). Innovation in response to climate change. In L. Lipper, N. McCarthy, D. Zilberman, S. Asfaw, G. Branca (Eds.), *Climate smart agriculture: Building resilience to climate change* (pp. 44-74). Springer. <https://doi.org/10.1007/978-3-319-61194-5>

**Title:** Bolded word “References” in the center in the same size and font as the title of the page.

**Hanging Indent:** Use built-in process in your program (e.g.: Microsoft) to set a ½-inch indent for citations that extend more than one line.

**\*Reference list should be created in alphabetical order.**

**2. Reference List:**

**2.1. Books**

**2.1.1. Books with One, Two, or Several Author**

- Author(s)’s or editor(s)’s last name and initials
- Year of publication (in parentheses)
- Title of the book (in italics and first letter of each word in capital)- if there is a subtitle, separate it with a colon from the title
- Edition (in parentheses)- if it is not the first publication
- Publisher
- If you accessed e-book(s), DIO or URL needs to be provided

Example	
<b>One Author</b>	Kim, S. J. (2004). <i>Exploring willingness to communicate (WTC) in English among Korean EFL (English as a foreign language) students in Korea: WTC as a predictor of success in second language acquisition</i> : The Ohio State University.

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<b>Two Authors</b>	Amaratunga, R. D. G., & Haigh, R. P. (2011). <i>Rebuilding for resilience: Post-disaster reconstruction of the built environment</i> . Blackwell.
<b>Several Authors</b>	Arayici, Y., Counsell, J., Mahdjoubi, L., Nagy, G. A., Hawas, S., & Dweidar, K. (Eds.). (2017). <i>Heritage building information modeling</i> . Routledge.
<b>Not 1<sup>st</sup> edition Book</b>	Fox, R. P., & Madura, J. (2017). <i>International Financial Management</i> (4th ed.). Cengage Learning.
<b>E-book with URL</b>	Jordan, J. M. (2016). <i>Robots</i> . MIT Press. <a href="https://books.google.co.uk/books?id=22M4DQAAQBAJ">https://books.google.co.uk/books?id=22M4DQAAQBAJ</a>
<b>E-Book with DIO</b>	Procter, C. T., & Kozak-Holland, M. P. (2020). <i>Managing transformation projects: tracing lessons from the industrial to the digital revolution</i> . Palgrave Macmillan. <a href="https://doi.org/10.1007/978-3-030-33035-4">https://doi.org/10.1007/978-3-030-33035-4</a>

**2.1.2. Chapters in Books**

- Author(s)'s of the chapter, paper, etc. and initials
- Year of publication (in parentheses)
- Title of the chapter
- Editor of the book- surname and initials followed by (Ed.). If there is more than one editor, use a comma after each and ampersand (&) before the last one.
- Title of the book- starting with "In"
- Edition (in parentheses)- if it is not the first publication
- Page numbers (in parentheses)- enclose this part with previous in one parentheses if it is not the first publication
- Publisher
- If you accessed e-book(s), DIO or URL needs to be provided

<b>Example</b>	
<b>Chapter in Printed Books</b>	Lawrence, J. A. (2020). Grief and loss. In M. Rogers, D. Whitaker, D. Edmondson, & D. Peach (Eds.), <i>Developing skills &amp; knowledge for social work practice</i> (2nd ed., pp. 310-317). Sage.
<b>Chapter in E-books</b>	Davies, W. J. (2010). The acoustic environment. In C. J. Plack (Ed.), <i>The Oxford Handbook of Auditory Science : Hearing</i> (Vol. 3, pp. 375-415). Oxford University Press. <a href="https://doi.org/10.1093/oxfordhb/9780199233557.013.0016">https://doi.org/10.1093/oxfordhb/9780199233557.013.0016</a>

**2.2. Journal Articles**

- Author(s)'s last name and initials
- Year of publication (in parentheses)

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- Title of the Article
- Journal title (in italics)
- Volume number (in italics)
- Issue Number (in parentheses)
- Page Number(s)
- If you accessed e-journal(s), DIO or URL needs to be provided

Example	
<b>Printed Journal Article</b>	Clément, R. (1980). Ethnicity, contact and communicative competence in a second language. In <i>Language</i> (pp. 147-154): Elsevier.
<b>Journal with Two or Several Authors</b>	Dewaele, J.-M., & Dewaele, L. (2018). Learner-internal and learner-external predictors of willingness to communicate in the FL classroom. <i>Journal of the European Second Language Association</i> . <a href="https://doi.org/10.22599/jesla.37">https://doi.org/10.22599/jesla.37</a>  Bukhari, S. F., Cheng, X., & Khan, S. A. (2015). Willingness to Communicate in English as a Second Language: A Case Study of Pakistani Undergraduates. <i>Journal of education and practice</i> , 6(29), 39-44. <a href="https://iiste.org/Journals/index.php/JEP/article/view/26670/27475">https://iiste.org/Journals/index.php/JEP/article/view/26670/27475</a>
<b>E-journal Article with DIO</b>	Duckworth, A. L., Peterson, C., Matthews, M. D., & Kelly, D. R. (2007). Grit: perseverance and passion for long-term goals. <i>Journal of personality and social psychology</i> , 92(6), 1087. <a href="https://doi.org/10.1037/0022-3514.92.6.1087">https://doi.org/10.1037/0022-3514.92.6.1087</a>
<b>E-journal Article with URL</b>	Hashimoto, Y. (2002). Motivation and willingness to communicate as predictors of reported L2 use: The Japanese ESL context. <i>University of Hawai'i Second Language Studies Paper 20 (2)</i> . <a href="http://hdl.handle.net/10125/40649">http://hdl.handle.net/10125/40649</a>

### 2.3. Internet Sources

#### 2.3.1. Web Pages and Blogs

- Author(s)'s last name and initials- if there is no author, start with the title
- Date including year, day and month (in parentheses)- if there is no date, use (n.d.)
- Title- in italics if you reference a web page and in normal font if you reference a blog with title of blog in italics
- Retrieval date
- URL

Example
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<b>Web Page with Author</b>	Barnard, I. (2021, 20 May). <i>Paradise lost: Michael Armitage's layered depictions of Africa</i> . <a href="https://artuk.org/discover/stories/paradise-lost-michael-armitages-layered-depictionsof-africa">https://artuk.org/discover/stories/paradise-lost-michael-armitages-layered-depictionsof-africa</a>
<b>Web Page without Author</b>	National Health Service. (2020, 3 January). <i>Student stress</i> . <a href="https://www.nhs.uk/mentalhealth/children-and-young-adults/help-for-teenagers-young-adults-andstudents/student-stress-self-help-tips/">https://www.nhs.uk/mentalhealth/children-and-young-adults/help-for-teenagers-young-adults-andstudents/student-stress-self-help-tips/</a>
<b>Web Page without Author and date</b>	Worldometer. (n.d.). <i>World Population Clock</i> . Retrieved 25 March, 2021, from <a href="https://www.worldometers.info/world-population/">https://www.worldometers.info/world-population/</a>
<b>Blogs</b>	Strzelecka, M. A. (2021, 5 May). How littering affects hedgehogs. <i>Hedgehog Friendly Campus</i> . <a href="https://blogs.salford.ac.uk/hedgehog-friendly-campus/">https://blogs.salford.ac.uk/hedgehog-friendly-campus/</a>

### 2.3.2. Organizations and Patents

- Organization or author(s)'s last name and initials
- Year (in parentheses)
- Title (in italics)
- Organization or Patent number (in parentheses)
- Publisher in case of organization/ Patent office- if the publisher is different from the organization, provide the name of publisher in normal font
- URL

<b>Example</b>	
<b>Organizations</b>	International Organization for Standardization. (2015). <i>Quality management systems : Fundamentals and vocabulary</i> (ISO 9000:2015). <a href="https://www.iso.org/standard/45481.html">https://www.iso.org/standard/45481.html</a>
<b>Different Publisher</b>	International Organization for Standardization. (2021). <i>Aerospace : Couplings, threaded and sealed, for fluid systems : Dimensions</i> (BS ISO 7320:2021). British Standards Institution.
<b>Patents</b>	Deane, G. T. (2021). <i>Method of controlling a surgical robot</i> (GB2588829). United Kingdom Intellectual Property Office. <a href="https://www.ipo.gov.uk/p-ipsum/Case/PublicationNumber/GB2588829">https://www.ipo.gov.uk/p-ipsum/Case/PublicationNumber/GB2588829</a>

### 2.4. Conferences

- 2.4.1.** If the conference paper is published in a book or journal, create the reference as a chapter in books (see p. 2) or a paper in a journal (see p. 2)

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**2.4.2. Unpublished Conference Paper**

- Author(s)'s last name and initials
- Year of publication (in parentheses)
- Title of paper (in italics)- describe the presentation in square brackets, e.g. [Paper presentation]/ [Poster session]/ [Keynote address]
- Conference title and its location
- If you accessed e- format, DIO or URL needs to be provided

Example	
<b>Unpublished Conference Paper with Several Authors</b>	Naggasa, A., Augustus Nelson, L., & Haynes, B. (2018). <i>Use of finite element analysis to investigate the structural behavior of masonry arch bridges subject to foundation settlement</i> [Conference paper]. 10th International Masonry Conference, Milan, Italy. <a href="http://usir.salford.ac.uk/id/eprint/46832/">http://usir.salford.ac.uk/id/eprint/46832/</a>
<b>Unpublished Conference Paper with One Authors</b>	Osaji, E. E. (2018). <i>Enhancing Building Energy and Environmental Assessment Certification (BEEAC)</i> [Keynote Speech]. CIBSE ASHRAE Group Webinar, <a href="https://www.youtube.com/watch?v=W6KC5k47YiY">https://www.youtube.com/watch?v=W6KC5k47YiY</a>

**2.5. Master's Thesis or Dissertation**

**2.5.1. Printed Thesis or Dissertation**

- Author (s)'s last name and initials
- Year of publication (in parentheses)
- Title (in italics)
- Unpublished PhD thesis in brackets
- Name of the university

Example	
<b>Hardcopy Thesis or Dissertation</b>	Ahmed, M. E. H. (2009). <i>Lexical, cultural and grammatical translation problems encountered by senior Palestinian EFL learners at the Islamic University of Gaza, Palestine</i> [Unpublished PhD thesis]. University of Salford.

**2.5.2. Online Thesis or Dissertation**

- Author (s)'s last name and initials
- Year of publication (in parentheses)
- Title (in italics)
- Publication number (if any)

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- Award information
- URL

<b>Example</b>	
<b>Online Not Open Access Thesis or Dissertation</b>	Alam, B. (2020). <i>Improving the Regulatory Framework of Floodplain Development and Management in the United Kingdom</i> (Publication No. 28447588) [PhD thesis, University of Salford]. ProQuest Dissertations & Theses Global.
<b>Online Open Access Thesis or Dissertation</b>	Aljuboori, A. S. (2017). <i>A new strategy for case-based reasoning retrieval using classification based on association</i> [PhD thesis, University of Salford]. <a href="http://usir.salford.ac.uk/id/eprint/42230/">http://usir.salford.ac.uk/id/eprint/42230/</a>

## 2.6. Audio-visual Sources

### 2.6.1. Film and TV series

- Director/ Producer(s) 's name and initials
- Year of release/ Date of aired- if it is still showing, add “-present” to the date
- Title (in italics)- title of the episode in plain font followed by (Season No., Episode No.) if referring to one
- Description (enclosed in brackets)
- Production details: name of company

<b>Example</b>	
<b>Film</b>	Knudsen, E. (Director). (2010). <i>The silent accomplice</i> [Film]. One Day Films
<b>TV series</b>	McQueen, S. (Executive Producer). (2020). <i>Small Axe</i> [TV series]. BBC.
<b>Episode from a TV series</b>	McQueen, S. (Director & Writer), & Siddons, A. (Writer). (2020, 13 December). Education (Season 1, Episode 5) [TV series episode]. In S. McQueen (Executive Producer), <i>Small Axe</i> . BBC.

### 2.6.2. YouTube and Streamed Videos

- Author- name of the person or the group who uploaded the video
- Date- the year, day, and the month the video was uploaded
- Title (in italics)
- Description (enclosed in brackets)
- Site
- URL

<b>Example</b>
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<b>Person as the Author</b>	Tran, S. (2021, 13 July). <i>Centuries and Still</i> [Video]. Vimeo. <a href="https://vimeo.com/574675111">https://vimeo.com/574675111</a>
<b>Group as the Author</b>	University of Salford. (2020, 21 April). <i>New Era: A poem by Professor Jackie Kay CBE</i> [Video]. YouTube. <a href="https://www.youtube.com/watch?v=3gZuy7lOTJg">https://www.youtube.com/watch?v=3gZuy7lOTJg</a>

### 2.6.3. Podcasts

- Host- followed by (HOST) or (HOSTS)
- Date- the year, day, and the month the video was aired. If it is a podcast series,
- Title- in italics if referring to a podcast series. Title of the episode in plain font followed by (Season No., Episode No.) if referring to one
- Description (enclosed in brackets)
- Series- if it is a podcast episode, include the series in italics and preceded by “in”
- Site
- URL

<b>Example</b>	
<b>Podcast</b>	Coles, R. (Host). (2020-2021). <i>Living Library</i> [Audio podcast]. SoundCloud. <a href="https://soundcloud.com/universityofsalford">https://soundcloud.com/universityofsalford</a>
<b>Podcast Episode</b>	Hussain, R. (Host). (2021, 14 June). Refugee Week 2021 : Brisilda Lleshi (No. 1) [Audio podcast episode]. In <i>Salford Speaks</i> . SoundCloud. <a href="https://soundcloud.com/universityofsalford/refugee-week-2021-brisilda-lleshi">https://soundcloud.com/universityofsalford/refugee-week-2021-brisilda-lleshi</a>

### 2.7. Newspaper Articles

- Date (in parentheses)
- Author- if the author is unknown, start with the title of the article and date
- Page- if it is printed version
- URL- if using online source

<b>Example</b>	
<b>Unknown Author</b>	Covid and the climate: the world is failing to fix both. (2020, 20 September). <i>The Independent</i> .
<b>Printed Newspaper Article</b>	Green, C. (2016, 16 March). Scotland's new national poet has a life story to tell. <i>The Independent</i> , 7.
<b>Online Newspaper Article</b>	Halliday, J. (2021, 10 January). Victorian bathhouse uncovered beneath Manchester car park. <i>The Guardian</i> . <a href="https://www.theguardian.com/science/2021/jan/10/victorian-mayfi">https://www.theguardian.com/science/2021/jan/10/victorian-mayfi</a>



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	elbathhouse-uncovered-archaeologist-beneath-manchester-car-park
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### 2.8. Secondary Source\*\*\*

A secondary source is a source that you have not read or consulted directly, but you have found the information through another source. In other words, you have found the citation or quotes from an original source in another source. It is important to note that using a secondary source is not recommended and should be avoided if possible since relying on secondary sources can introduce errors or inaccuracies. Therefore, it is better to find the original source if possible. However, in case you use a secondary source, here is how to cite it:

#### 2.8.1. In-text citation

- Original author's name and year of publication
- Add "as cited in" followed by the author of secondary source (see the example)

#### 2.8.2. Reference list

- Only include the secondary source in your reference list
- Refer to the correct format in this guideline

Example	
<b>In-text Citation</b>	Smith's (2016) study (as cited in Johnson, 2020) showed that.... The results were ..... (Smith, 2016, as cited in Johnson, 2020)
<b>Reference List</b>	John, M. (202). A study on the impact of social media on mental health. <i>Journal of Social Psychology</i> , 45(2), 123-135. <a href="https://doi.org/10.xxxxx/xxxxx">https://doi.org/10.xxxxx/xxxxx</a>

### 2.9. Translated and Untranslated Sources

#### 2.9.1. Translated sources

- Cite the translated source referring to the guideline above
- Add "Trans." after the translator's name and place both in parentheses after the title of the work (see the example)
- Credit the original source by providing the year of publication in parentheses at the end of reference

Example	
<b>In-text Citation</b>	Piaget (1970/1972) mentioned in his work..... The results were ..... (Piaget, 1970/1972)



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<b>Translated Journal Article</b>	Piaget, J. (1972). Intellectual evolution from adolescence to adulthood (J. Bliss & h. Furth, Trans.) Human Development, 15(1), 1-12. <a href="https://doi.org/10.1159/000271225">https://doi.org/10.1159/000271225</a>
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**2.9.2. Non-translated source**

- Cite the original title of the untranslated source in a language other than English
- Add the translation of the title in soiree brackets
- Refer to the correct format in this guideline

<b>Example</b>	
<b>In-text Citation</b>	Piaget (1950) mentioned in his work..... The results were ..... (Piaget, 1950)
<b>Untranslated</b>	Piaget, J. (1950). <i>La construction du réel chez l'enfant</i> [The child's construction of reality]. Neuchatel, Delachaux, & Niestlé.

**\*\*Please note that all the punctuation symbols are crucially important in the reference list. Therefore, if you are creating your reference list manually, follow the examples for the proper punctuation.**

**Reference**

American Psychological Association. (2020). *Publication manual of the American Psychological Association* (7th ed.). <https://doi.org/10.1037/0000165-000>