

APA style – guidelines

Citing references in text

One work by one author

Text references should be made by the authors' surnames followed by the year of publication. If you make reference to a work without mentioning the author in the text, then both the author's surname and publication year are placed in parentheses.

A similar phenomenon occurs in Europe (Kowalski, 2014).

If the name of the author appears as a part of a narrative, cite only the year of publication in parentheses.

Kowalski (2014) suggest that...

In case in which both the year and the author are given as a part of the text, do not the parenthetical information.

In 2014 Kowalski reported ..

One work with multiply authors

When a work has **two authors**, cite both names.

Kowalski and Nowak (2010) suggest that ...

A similar phenomenon occurs in Europe (Kowalski and Nowak, 2010).

When a work has **three, four or five authors**, cite all authors the first time the reference occurs. In subsequent citations, include only the surname of the first author followed by *et al.*

The first citation in text:

Kowalski, Lewandowska and Wiśniewski reported that (2012).

The subsequent citation in text:

Kowalski et al. (2012) found that...

When a work has **six or more authors**, cite only the surname of the first author followed by *et al.*

Basic citation styles

| <i>Type of citation</i> | <i>First citation in text</i> | <i>Subsequent citation in text</i> | <i>Parenthetical format, first citation</i> | <i>Parenthetical format, subsequent citation in text</i> |
|--|---|------------------------------------|--|--|
| <i>One work by one author</i> | Nowak (2014) | Nowak (2014) | (Nowak, 2014) | (Nowak, 2014) |
| <i>One work by two authors</i> | Nowak and Kowalski (2005) | Nowak and Kowalski (2005) | (Nowak & Kowalski, 2005) | (Nowak & Kowalski, 2005) |
| <i>One work by three authors</i> | Nowak, Kowalski, Iksińska (2010) | Nowak et al. (2010) | (Nowak, Kowalski, Iksińska, 2010) | (Nowak et al., 2010) |
| <i>One work by four authors</i> | Nowakowski, Kowalski, Kamińska, Lewandowska, (2009) | Nowakowski et al. (2009) | (Nowakowski, Kowalski, Kamińska, Lewandowska, 2009) | (Nowakowski et al., 2009) |
| <i>One work by five authors</i> | Nowacki, Kowalski, Kamińska, Lewandowska, Wiśniewski (2009) | Nowacki et al.(2009) | (Nowacki, Kowalski, Kamińska, Lewandowska, Wiśniewski, 2009) | (Nowacki et al., 2009) |
| <i>One work by six or more authors</i> | Nowak i in. (2007) | Nowak et al. (2007) | (Nowak et al., 2007) | (Nowak et al., 2007) |
| <i>Groups as authors (readily identified through abbreviation)</i> | Narodowy Bank Polski (NBP, 2014) | NBP (2014) | (Narodowy Bank Polski [NBP], 2014) | (NBP, 2014) |
| <i>Groups as authors (no abbreviation)</i> | Uniwersytet Szczeciński (2012) | Uniwersytet Szczeciński (2012) | (Uniwersytet Szczeciński, 2012) | (Uniwersytet Szczeciński, 2012) |

If there are publications by two or more authors **with the same surname**, include the first author's initials in all text citation, even if the year of publication differs.

J. Kowalski's (2010) and Z. Kowalski's (2013) study of ... showed that...

Two or more works within the same parentheses

Arrange two or more works by the same author by year of publication. Place in-press citation last. Give the authors surname once, for subsequent work give only the date.

A similar phenomenon occurs in Europe (Kowalski, 2010, 2013, inpress).

List two or more works by different authors who are cited within the same parentheses in alphabetical order by the first author's surname. Separate the citations with semicolons.

A similar phenomenon occurs in Europe (Kowalski & Wiśniewski, 2010; Nowak, 2009).

If there are publications by the same author(s) in the same year, **a, b, c**, etc. should be added after the year of publication.

A similar phenomenon occurs in Europe (Kowalski, 2010a, 2010b; Nowak 2014a, 2014b).

Secondary sources

Use secondary sources sparingly. Give the secondary source in the reference list. In text name the original work and give a citation for the secondary source.

Johnson found that ...(as cited in Kowalski, 2014).

Citing specific part of a source

To cite a specific part of a source, indicate the page. Always give page numbers for quotation.

Kowalski (2014, p. 125) states "we should expect..."

Reference list

Arrange entries in alphabetical order by the surname of the first author followed by initials of the author's given name.

Books:

Author, initials. (Year) *Title of book*. Edition. Place of publication: Publisher

Kowalski, J. (2014a). *Ekonomia*. Warszawa: PWN.

Kowalski, J. (2014b). *Makroekonomia*. Warszawa: PWN.

Nowak, A. (2010). *Podstawy ekonomii*. Szczecin: Wydawnictwo XYZ.

Chapters from an edited book:

Chapter author. (Year) Title of chapter. In: book author. (Year) *Title*. Place of publish: publisher.

Chapter numbers or first-last pages:

Nowak, A. (2010). Struktury rynkowe. In: J. Kowalski. B. Wiśniewski (ed.), *Mikroekonomia* (pp. 13-26). Szczecin: Wydawnictwo Naukowe ABC.

Journal article:

Author, (Year). Title of article. *Title of journal, volume number* (issue number), page numbers

Nowak, A., Kowalski, J. B., Wiśniewski, Z. (2014). Tytuł artykułu. *Tytuł Czasopisma, nr rocznika* (nr zeszytu), pp. 26-38.

When DOI (*Digital Object Identifier*) is available, include it at the end:

Nowak, A., Kowalski, J. B., Wiśniewski, Z. (2014). Title of article. *Title of Journal, volume number* (issue number), pp. 26-38. DOI: xxxxx.

Electronic sources

If you are referencing journal articles from an electronic source, see the below example:

Author, (Year). Title of article. *Title of journal* [type of medium] Volume number (issue number), page numbers (if available). Available at: URL (Accessed date).