APA Business Citation

*a quick guide

Why do we have to cite?

It is absolutely necessary to give <u>credit</u> to others for their work and ideas as you are borrowing their information for your work.

Citing high quality sources shows that you know what you're talking about, making your work and conclusions more <u>credible</u>.

*This will just introduce you to the basic concepts of citing and examples of some commonly used electronic resources.

Each source you use is cited twice

1. In the text of your paper at the exact point where you quote or paraphrase someone else's work

2. At the end of your paper where you will have a alphabetical list of all the sources you used

Click here for an illustration of what an in-text citation in APA looks like!

4 basic elements that make up an APA citation

1. Author's name ("who")
2. Date of publication ("when")
3. Title of the work ("what")
4. Source ("where")

Surname, First name initials.(year). Title. Source.

If you want to learn more about the 4Ws, click here.

Electronic Sources that may be highly used as references in your program can include:

Periodicals: journals, magazines, newspapers, and newsletters

Books, Book Chapters, and Reference Books

Audiovisual Media: photos and streaming video

Business Databases

Websites and Social Media

The following examples are taken from this electronic book:

[APA Style Guide to Electronic Sources](#)
Click on the "Online Access" orange button at the upper right hand corner to access the eBook.

Please review this! If you don't have time, just go straight to page 11 for the start of the reference list.

Periodicals: journals, magazines, newspapers, and newsletters

Journal article:

Author, A. A., & Author, B. B. (Date of publication). Title of article. *Title of Journal*, volume number, page range. http://doi.org/10.0000/0000

or

Author, A. A., & Author, B. B. (Date of publication). Title of article. *Title of Journal*, volume number, page range. Retrieved from http://xxx.xx

Newspaper article:

Author, A. A. (Year, Month Day). Title of article. *Title of Newspaper*. Retrieved from http://xxx.xx

Refer to the Purdue Online Writing Lab Reference List: Electronic Sources for more in depth explanation.

Books, Book Chapters, and Reference Books

Whole eBook:

Author, A.A.(year). Title of book. Retrieved from http://xxx.xx

Chapter in an eBook:

Author, A. A., & Author, B. B. (Date of publication). Title of article. In *Title of book or larger document* (chapter or section number). Retrieved from http://xxx.xx

Online Encyclopedias and Dictionaries:

Feminism. (n.d.). In *Encyclopædia Britannica online*. Retrieved from http://www.britannica.com/EBchecked/topic/724633/feminism

*(n.d) represents no date. It is used if there are no publication dates present.

*Citing is rarely black and white. Please refer to page 3 of the guide to know more about how to deal with missing details.
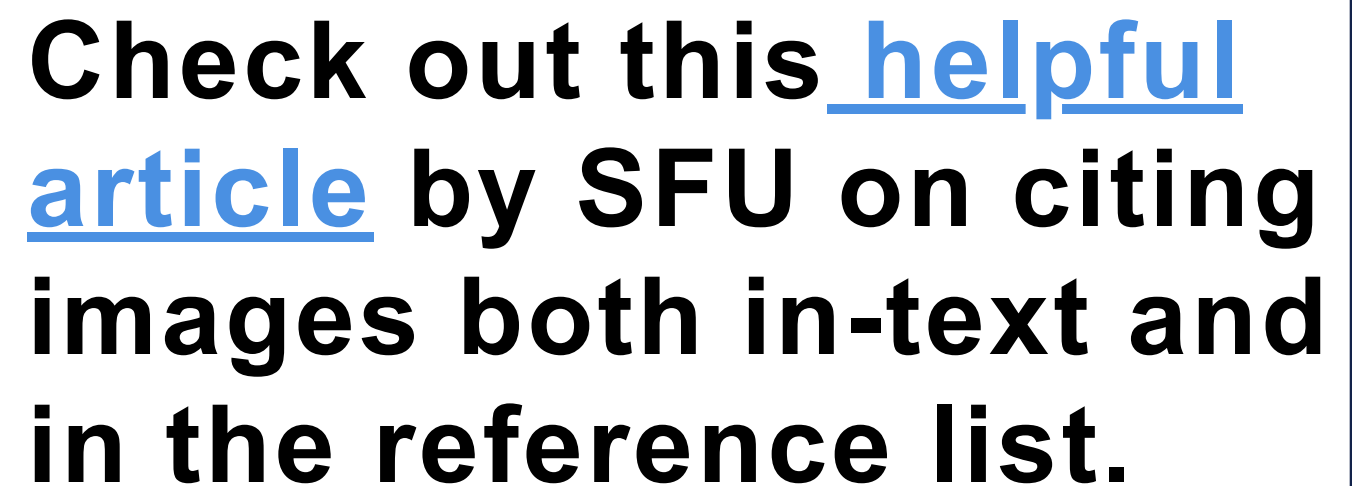
Audiovisual Media: images and streaming video

Images:
Author, A. A. (Role of creator). (Year of creation). Title of image or description of image. [Type of work].
Retrieved from http://xxx.xx

For example:
Akdemir, U. (Photographer). (2018). A little part of Daunt books' corpus in London. [Digital image].
Retrieved from https://unsplash.com/photos/XT-o5O458as

Streaming Video:

Author, A. A. [Screen name]. (year, month day). Title of video [Video file]. Retrieved from http://xxx.xx

Check out this helpful article by SFU on citing images both in-text and in the reference list.

The "author" is the person who uploaded the video and sometimes they have different screen names. If they are the same or not available for either, leave the screen name out.

Business Databases

"

When you use information from business databases, please refer to the David Lam Library, Business Citation Examples in APA for your citing needs.

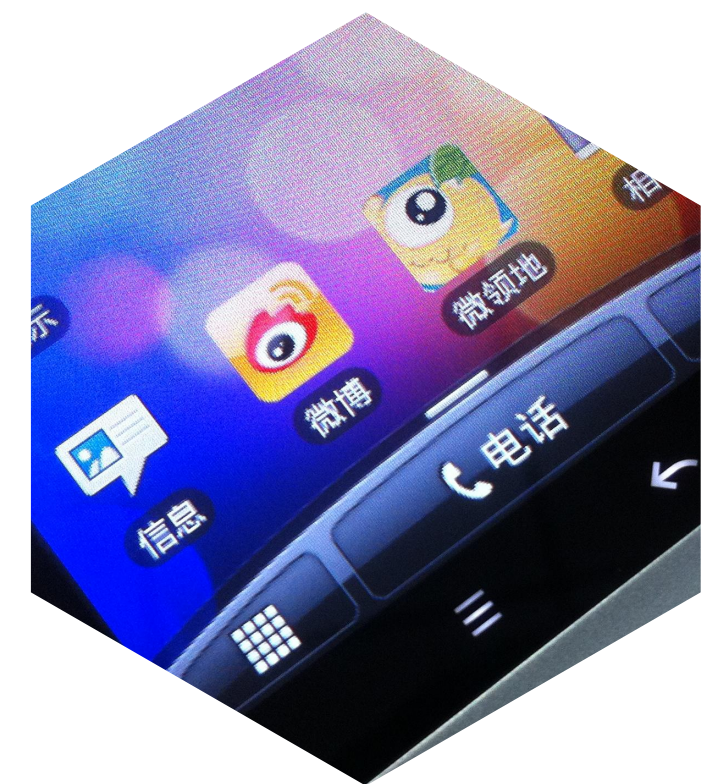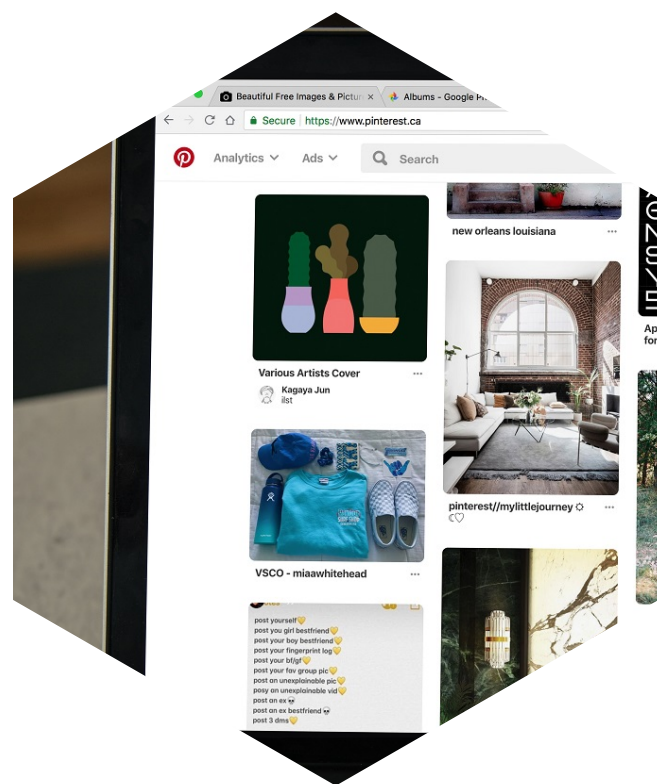# Websites and Social Media

General template for information taken off the web:

Author, A. A. (year). Title of document [Format]. Retrieved from http://xxx.xx

This category includes websites, blogs, newsgroups, online forums and discussion groups, and electronic mailing lists.

Refer to page 32 of APA Style Guide to Electronic Sources for more details on citing websites and social media.

Now that we have reached the end, here are some helpful links that you may consider visiting:

[How to Cite](#)
Citation management tools and style guides for APA.

[UBC Library APA Style Guides](#)
Covers frequently used formats including print.

[APA Business Citation Examples](#)
Great document for citing business databases.

[APA Style Guide to Electronic Sources](#)
Guide for citing electronic sources.

[Purdue Owl APA Formatting and Style Guide](#)
Easy to use citation resource for APA citation and formatting.

Thank You

As always, I am just an email away if you have any questions!

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