



## APA7<sup>th</sup> Edition MANUAL

Students of the Faculty of Health Sciences use the APA 7th edition citation format in their seminar papers and final theses.

The APA Publication Manual was created by the American Psychological Association. It defines the formal, stylistic and linguistic matters, as well as in-text reference and bibliography format in the academic text.

In their final thesis, students show their knowledge of the given topic and their ability to navigate the subject matter by how they work with relevant sources. In the text, two types of citations can be used: **direct quotation and paraphrase**.

**Direct quotation** is a word-for-word reproduction of an original text. It is usually used for definitions or further analysis/critique of the author's idea. Direct quotations should be used sparingly, though, and draw from the original (not secondary) source. The quotation must include a reference to the original text – author(s)'s name, the year of publication, and the page where the original text appears (e.g. Cuddy, 2012, p. 5; Salas & D'Agostino, 2020, p. 20). For three or more authors, use the 'first author et al.' format (e.g. Martin et al., 2016).

For short quotations (less than 40 words), use double quotation marks:

According to Lévi-Strauss, "Anthropology has humanity as its object of research, but unlike the other human sciences, it tries to grasp its object through its most diverse manifestations" (1983, p. 49).

For quotations over 40 words, do not use block quotation marks. Start the block quotation on a new line and indent the block 1,2 cm (0,5 inches) from the left margin, double-space the entire quotation.

Researchers have studied how people talk to themselves:

Inner speech is a paradoxical phenomenon. It is an experience that is central to many people's everyday lives, and yet it presents considerable challenges to any effort to study it scientifically.

Nevertheless, a wide range of methodologies and approaches have combined to shed light on the subjective experience of inner speech and its cognitive and neural underpinnings.

(Alderson-Day & Fernyhough, 2015, p. 957)

When paraphrasing, do not use quotation marks. You also don't have to mention the page number.

Author type	For in-text citation	In the reference list
<b>One author</b>	(Spradley, 2016)	Spradley, J. P. (2016). <i>The Ethnographic Interview</i> . Waveland Press.
<b>Two authors</b>	(Svendsen & Løber, 2020)	Svendsen, S., & Løber, L. (2020). <i>The big picture/ Academic writing: The one-hour guide</i> (3rd digital ed.). Hans Reitzel Forlag.
<b>Three or more authors</b> (In the reference list, all authors must be mentioned!)	(Sanchiz et al., 2017)	Sanchiz, M., Chevalier, A., & Amadieu, F. (2017). How do older and young adults start searching for information? Impact of age, domain knowledge and problem complexity on the different steps of information searching. <i>Computers in Human Behavior</i> , 72(1), 67–78. <a href="https://doi.org/10.1016/j.chb.2017.02.038">https://doi.org/10.1016/j.chb.2017.02.038</a>
<b>Group author</b>	(Palacký University Olomouc, 2022)	Palacký University Olomouc (2022). <i>Constitution of Palacký University Olomouc</i> . <a href="https://www.upol.cz/en/university/official-notice-board/">https://www.upol.cz/en/university/official-notice-board/</a>
<b>Same author, more works</b>	(Spradley, 1979, 1980)	Spradley, J. P. (1979). <i>The Ethnographic Interview</i> . Wadsworth. Spradley, J. P. (1980). <i>Participant Observation</i> . Holt, Rinehart and Winston.
<b>Same author, works of the same year</b>	Spradley, 2016a, 2016b)	Spradley, J. P. (1980a). <i>Participant Observation</i> . Holt, Rinehart and Winston. Spradley, J. P. (1980b). <i>Anthropology: The Cultural Perspective</i> . Wiley.
<b>No year of publishing</b>	(International Society for Technology in Education, n.d.)	International Society for Technology in Education. (n.d). <i>ISTE standards for students</i> . <a href="https://www.iste.org/standards/for-students">https://www.iste.org/standards/for-students</a>

**For in-text citations, see here:**

- Basic Principles of Citations: <https://apastyle.apa.org/style-grammar-guidelines/citations/basic-principles>
- Author-Date Citation System: <https://apastyle.apa.org/style-grammar-guidelines/citations/basic-principles/author-date>
- Direct Quotations: <https://apastyle.apa.org/style-grammar-guidelines/citations/quotations>
- Paraphrases: <https://apastyle.apa.org/style-grammar-guidelines/citations/paraphrasing>
- Secondary sources: <https://apastyle.apa.org/style-grammar-guidelines/citations/secondary-sources>

**For the creation of the reference list, see here:**

- Complete reference examples: <https://apastyle.apa.org/style-grammar-guidelines/references/examples>
- Guide to creating an APA style reference list: <https://apastyle.apa.org/instructional-aids/creating-reference-list.pdf>
- Reference Guide (books, edited book chapters and journal articles): <https://apastyle.apa.org/instructional-aids/reference-guide.pdf>
- Common Reference Examples Guide: <https://apastyle.apa.org/instructional-aids/reference-examples.pdf>

Text format in APA style:

- Font, margins, headings: <https://apastyle.apa.org/style-grammar-guidelines/paper-format>
- Tables, graphs, figures: <https://apastyle.apa.org/style-grammar-guidelines/tables-figures>

Other manuals on APA:

- Mendeley: <https://www.mendeley.com/guides/apa-citation-guide/>
- Scribbr: <https://www.scribbr.com/apa-style/format/>