

## APA Formatting Guidelines

APA style is a writing style that has a distinct format both within the body of the work and in the reference page. This style typically includes a title page, abstract, and specific heading levels; in addition, the style emphasizes parenthetical citations. While APA style is most commonly used in the behavioral and social sciences, there are many other disciplines that use this style as well.

### Title Page

- Per the 7<sup>th</sup> Edition of the *APA Publication Manual*, papers no longer have a “running head” notation in the page header. Student papers also do not include the title in the header of the title page—only the page number in the upper right-hand corner. (Professional papers *do* include the title in the header.)
- The title page will be numbered “1.”
- The **CENTER** of the page will include the full title of the paper, which will be **BOLDED**, the name of the student, the department and affiliated university, title of the course, name of the professor, and the date.
- This is the APA-specified title page format, but students are encouraged to follow the guidelines of their professor. Some instructors will require additional information. If no guidelines are given, students may use this format.

1

### **The Effect of Early Childhood Trauma on Childhood Development**

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PSYC 100W: Writing Workshop

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January 12, 2020

## Abstract

An abstract is a brief summary of important information used for quick reference. The abstract serves as culmination of important findings, data, or evidence in a paper. Because it includes all of the salient points of a paper in a short paragraph, it should be written thoughtfully. To make it easier to include all aspects of a paper, write the abstract last!

- The abstract will begin on the second page of the paper, and it will be numbered “2.”
- Write “Abstract” in the center of the top of the page, in **BOLD** title case.
- The abstract should typically be in one single paragraph; do not indent the first line.
- Typically, abstracts are limited to 250 words or less. This may vary depending on the parameters of the assignment or publication.

## Levels of Headings

Headings in an APA-formatted paper serve as a way to organize and clarify ideas. The headings will not be numbered. Depending on the heading level, the text may start on a new line or continue on the same line. There are five different levels of headings, but how many are used depends on the paper/assignment. One significant change in the 7<sup>th</sup> Edition of the *APA Publication Manual* is that all headings are in title-case text (meaning that all major words within the heading are capitalized).

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|--------------|--|
| First level  | <b>Centered, Bold, Title-Case Heading</b>                        |
| Second level | <b>Flush Left, Bold, Title-Case Heading</b>                      |
| Third level  | <i>Flush Left, Bold, Italic, Title-Case Heading</i>              |
| Fourth level | <b>Indented, Bold, Title-Case Heading with a Period.</b>         |
| Fifth level  | <i>Indented, Bold, Italic, Title-Case Heading with a Period.</i> |

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| <p style="text-align: center;"><b>Literature Review (Level 1)</b></p> <p><b>Social Impacts of Trauma (Level 2)</b></p> <p><i>Relationships with Peers (Level 3)</i></p> <p><i>Relationships with Parents (Level 3)</i></p> <p style="padding-left: 40px;"><b>Lack of Secure Attachments. (Level 4)</b></p> <p><b>Emotional Impacts of Trauma (Level 2)</b></p> <p><i>Inability to Communicate Emotional Needs (Level 3)</i></p> |
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## Parenthetical Citations

- APA formatting has a strong emphasis on citing outside information. In this formatting style, students will include a citation for all direct quotations and paraphrased information from outside sources.
- In a parenthetical citation, which is placed after the outside information from a source, the author's last name, year of publication, and page number will be included. The page number is only necessary for a direct quotation from the author, but a page number may be used for paraphrased information as well.
- After the parenthetical citation, the sentence will end with a period.

### Parenthetical Citations

**One author:** (Johnson, 2019)

**Two authors:** (Garcia & Tanaka, 2015)

**Three or more authors:** (Lee et al., 2017)

**Group author with abbreviation:**

**First citation:** (U.S. Food and Drug Administration [FDA], 2020)

**Second citation:** (FDA, 2020)

Several studies have been conducted to measure the level of attachment between children who have suffered early childhood trauma and their caregivers (Johnson, 2019).

Children who have suffered early childhood trauma often have a harder time creating positive relationships with their peers (Lee et al., 2017).

## References

American Psychological Association. (2019). *Publication Manual of the American Psychological Association* (7th ed.). American Psychological Association.