American Political Science Association: Format and Documentation
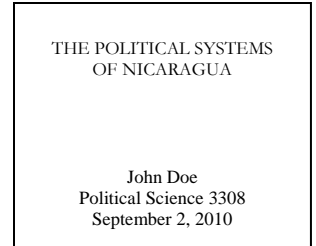
"This most recent, 2006 revision of the *Style Manual for Political Science* is predicated upon the publication of the 15th edition of the *Chicago Manual Style*" (APSA Committee on Publications 2006, 2).

*Format **(p. 375-377)**

- All work done in APSA Format should be double-spaced with 1 inch margins on all sides.
- Except for the title page, all page numbers should be centered in the footer.
- The title page should contain the following: title—all caps and centered at the top of the page—and the author's name, the name of the class, and the date of submission, which are placed on the lower half of the page. *See Example on the right*.

> THE POLITICAL SYSTEMS
> OF NICARAGUA
>
>
> John Doe
> Political Science 3308
> September 2, 2010

In-text and Parenthetical Citations (p. 17)

Include the author's last name and year inside parentheses. A comma separates the year from the page number or chapter number; "p." and "pp." are not used. However, "chap." or "chaps." should be used to differentiate between page and chapter numbers. Omit page and chapter numbers when referring to an entire article or book.

Examples: Martinez (2008, 355) said… **OR** In a recent study (Martinez 2008), … **OR** In 2008, Martinez said…

Work by two or three authors (p.18)
When citing work written by two or three authors, include all last names in each citation.

Example: "Most children . . ." (White, Brown 2008, 75)

Work by four or more authors (p. 19)
When citing a work written by four or more authors, use only the first author's last name and "et al." in all citations.

Example: …discovered (Wasserstein et al. 2005).

More than one work in a single citation (p.19)
When referring to more than one source in a single citation, arrange citations in alphabetical order by author, and separate them with semicolons.

Example: . . . reported (Jones 2003; Martinez 2008; Smith 2006)

Two or more authors with same last name (p.20)
When two or more authors have the same last name, use the initial of the first names to differentiate between the citations.

Examples: . . . confirmed (M. Salinas 2000; E. Salinas 2005)

Two or more authors with same last name (p.20)
When citing two or more works by the same author, use a semicolon to separate them.

Example: (Casarez 2005; 2007)

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*Turabian, Kate L. 2007. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 7th ed. Chicago: University of Chicago of Press

U-W Madison Writing Center. "APSA Documentation." 2009. http://writing.wisc.edu/Handbook/DocAPSA.html (September 14, 2010

Citing works by same author published the same year (p.20)

When citing works by the same author which are published in the same year, assign each publication date a lowercased letter and repeat these in the reference section.

Example: (Warner 1999a; 1999b)

Citing government documents (p.20)
When citing a government document, use the normal author-date Format. If the name of the government agency is long, use the full name initially and use an acronym for all following citations.

Examples:
First mention: (U.S. International Trade Commission 1978, 12; hereafter USITC)
All subsequent mentions: (USITC 1978, 16)

Citing a court case (p.20)
When citing a court case, provide the name of the case and the year.

Example: (Baker vs Carr 1962)

Citing statute or law (p.20)
When citing a statute or law, provide the full name of the law/statute and year.

Example: (No Child Left Behind Act 2001)

The Reference List

- The reference list begins on a new page and is titled "References." List all references cited in the text alphabetically by author's last name. Double space all lines and use hanging indentation.
- Use authors' last names, first names (and middle initials, if available); for books, use "et al" to credit fourth through last authors.
- Alphabetize references by the author's name inverted (last name, first name). When a source has no author, alphabetize by title, ignoring a, an, or the.
- Multiple works by the same author must be arranged chronologically by publication date. The author's name is repeated at the beginning of each reference.

> References
>
> *Baker vs. Carr.* 1962. 369 U.S. 86.
>
> Gates, Henry L. Jr. ed. 2002. *The*
>
> *Classical Slave Narratives.*
>
> New York: Penguin Books.
>
> 8

For Example,

Gates, Henry L. Jr. 1989. *The Signifying Monkey: A Theory of African-American Literary Criticism.* New York: Oxford University

> Press.

Gates, Henry L. Jr. 2004. *American behind the Color Line: Dialogues with African Americans.* New York: Warner Books.

- Note that personal communications (i.e., letters, memos, telephone conversations, interviews, e-mail, discussion groups, etc.) are cited in text or in notes only.

APSA Committee on Publications. 2006. *Style Manual for Political Science*. Washington D.C.: American Political Science Association.

*Turabian, Kate L. 2007. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 7th ed. Chicago: University of Chicago of Press

U-W Madison Writing Center. "APSA Documentation." 2009. http://writing.wisc.edu/Handbook/DocAPSA.html (September 14, 2010

Reference List Examples

BOOKS

One Author (p. 24)
Format: Last Name, First Name. Year. *Title*. Place of Publication: Publisher.
Example: Gates, Robert M. 1997. *From the Shadows: The Ultimate Insider's Story of Five Presidents and How They Won the Cold War*. New York: Touchstone.

Two Authors (p. 25)
Format: Last Name, First Name, and First Name Last Name. Year. *Title*. Ed. no. Place of Publication: Publisher.
Example: Mitchell, T. R., and John Larson. 1987. *People in Organizations: An Introduction to Organizational Behavior*. 3rd ed. New York: McGrawHill.

Edited Collection (p. 25)
Format: Last Name, First Name, ed(s).Year. *Title*. Place of Publication: Publisher.
Example: Manley, William A. and Sigrid Roteutscher, eds. 2007. *Social Capital and Associations in European Democracies: A Comparative Analysis*. New York: Routledge.

Article or Chapter in an Edited Book (p. 25)

Format: Last Name, First Name. Year. "Article or Chapter Title." In *Title of Book*, ed. First Name Last Name. Place of Publication: Publisher, Page Numbers.
Example: Levine, Charles H. 1990. "Human Resource Erosion and the Uncertain Future of the U.S. Civil Service." In *Current Issues in Public Administration*, ed. Frederick S. Lane. Washington, DC: American Psychological Association, 329-353.

Multivolume Work (p. 25-26)
Format: Last Name, First Name. Year. *Title*. Vol. no. Ed. First Name Last Name. Place of Publication: Publisher.
Example: Eisenhower, Dwight D. 1970. *The Papers of Dwight David Eisenhower*. 21 vols. Eds. Alfred D. Chandler, Jr. and Stephen E. Ambrose. Baltimore: Johns Hopkins Press.

Dissertation or Thesis (p. 27*)*
Format: Last Name, First Name. Year. "Title." Ph.D. diss. or Master's thesis. Name of University.
Example: Munger, Frank J. 1955. "Two-Party Politics in the State of Indiana." Ph.D. diss. Harvard University.

GOVERNMENT DOCUMENTS AND LAWS

Executive Department Document (p. 29)
Format: Corporate Author. Year. *Title*. Place of Publication: Publisher.
Example: U.S. Department of Commerce. Bureau of Census. 2006. *Statistical Abstract of the United States*. Washington, D.C.: Department of Commerce.

Hearing (p. 29)
Format: U.S. Congress. House or Senate. Committee. Year. *Title*. No. of Congress, No. of Session, Day Month.
Example: U.S. Congress. Senate. Committee on Foreign Relations. 1985. *Famine in America*. 99th Cong., 1st sess., 17 January.

Legal References (p. 30)
Format: Case. Year. Volume Source. Page on which case begins (District in any lower federal court).
Example: *Lessard v. Schmidt*. 1972. 349 F. Supp. 1078 (E.D. Wisc.)

APSA Committee on Publications. 2006. *Style Manual for Political Science*. Washington D.C.: American Political Science Association.

*Turabian, Kate L. 2007. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 7th ed. Chicago: University of Chicago of Press

U-W Madison Writing Center. "APSA Documentation." 2009. http://writing.wisc.edu/Handbook/DocAPSA.html (September 14, 2010

Law or Statute (p. 29)
Format: Name of Statute or Law. Year. *U.S. Code* or *Statutes at Large*. Vol. no., sec. no., page number
Example: Administrative Procedure Act. 1946. *Statutes at Large.* Vol. 60, sec. 10, p. 243.

Treaties (p. 29)
Format: Corporate Author. Year. Treaty Name, Day Month. Treaty Series (e.g. TIAS no.). *US Treaties and Other International Agreements*, vol. #, pt. #.
Example: U.S. Department of State. 1963. Nuclear Weapons Test Ban, 5 August. TIAS no. 5433. *U.S. Treaties and Other International Agreements*, vol. 14, pt. 3.

Technical Reports (p. 30)

Format: Last Name, First Name. Year. Title. Place of Publication: Publisher. NTIS or ERIC no. (if available).
Example: Gottfredson. L.S. 1980. *How Valid Are Occupational Reinforcer Pattern Scores?* Baltimore: Johns Hopkins University. ERIC, ED 182-465.

PERIODICALS

Journal Article, One Author (p. 26)
Format: Last Name, First Name. Year. "Article Title." *Journal Title* vol. # (month, season, or issue no.): page numbers.
Example: Aldrich, John H. 1980. "Dynamic Model of Presidential Nomination Campaigns." *American Political Science Review* 74 (September). Full Retrieval Path or Name of Database: 651-69.

Magazine Article (p. 33)
Format: Last Name, First Name. Year. "Article Title." *Magazine Title*, Month (and day for a weekly or biweekly magazine), page numbers.
Example: Prufer, Olaf. 1964. "The Hopewell Cult." *Scientific American*, December, 13-15.

ELECTRONIC RESOURCES

Journal Article from a Database (p. 26)
Format: Last Name, First Name. Year. "Article Title." *Journal Title* vol. no. (issue no.). Full Retrieval Path or *Name of Database* (Date of Access).
Example: Zaeske, Susan. 2000. "Unveiling Esther as a Pragmatic Radical Rhetoric." *Philosophy and Rhetoric* 33(3). *Project Muse*. (Accessed March 24, 2010).

Document from a Web Site (p. 32)
Format: Last Name, First Name. Year. "Title of Work." *Title of Complete Work* (if applicable). Month Day. URL address (Date of Last Access).
Example: King. Gary, Michael Tomz, and Jason Wittenberg. 1998. "Making the Most of Statistical Analyses: Improving Interpretation and Presentation." September 7. http://gking.harvard.edu/preprints.shtml (October 22, 1988).

APSA Committee on Publications. 2006. *Style Manual for Political Science*. Washington D.C.: American Political Science Association.

*Turabian, Kate L. 2007. *A Manual for Writers of Research Papers, Theses, and Dissertations*. 7th ed. Chicago: University of Chicago of Press

U-W Madison Writing Center. "APSA Documentation." 2009. http://writing.wisc.edu/Handbook/DocAPSA.html (September 14, 2010