APA 6th Ed.  
Word 2010 AV Tutorials

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A. Quick Overview of APA Style

General overview of APA guidelines (6th Ed.)  
Intro to style: point of view, voice, reduce bias  
Title page basics  
Abstract basics  
Main body basics  
Reference basics  
Appendices, tables, & figure basics  
Starting a new document

B. The Title Page & Abstract

What to include on the title page  
Formatting the title page  
Creating the title page header  
Starting a new page for the abstract  
Adding abstract content & formatting  
Listing & formatting keywords in the abstract  
Formatting the 2nd & subsequent page headers

C. The Body of Your Paper

Formatting the body of the paper  
Overview of in-text citations  
In-text citations: the author-date format  
Including quotes in your paper  
A word about summarizing & paraphrasing  
A word about footnotes & endnotes  
Formatting the 5 heading levels  
Formatting tables in your paper  
Formatting figures in your paper  
Special considerations for graphics & photos

D. The Reference List

Reference list basics  
Formatting a reference - print or online source  
What is a "DOI"?  
Publication by one or more authors  
Organization, editor, or unknown as author  
Referencing a book  
Referencing a journal or magazine  
Referencing a newspaper  
Referencing a translation  
Referencing a multi-volume resource  
Referencing a Web page  
Referencing online database finds  
Referencing e-mail, discussion boards, or blogs  
Referencing TV, video, or audio recordings