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A. Overview of APA Style Guidelines

- General overview of APA Guidelines
- Intro to style: point of view, voice, reduce bias
- Title page basics
- Abstract basics
- Main body basics
- Reference basics
- Appendices, tables, & figures 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 header on the second and subsequent pages

C. The Body of the Paper

- Formatting the body of your paper
- Overview of in-text citations
- In-text citations: the author-date format
- Including quotes in your paper
- A word about summarizing and paraphrasing
- Adding footnotes
- Formatting the 5 heading levels
- Formatting tables in your paper
- Formatting figures in your paper
- Special considerations for graphics and 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 an electronic book
- Referencing email, discussion boards, or blogs
- Referencing TV, video, or audio recordings