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Citation Examples: APA

> It is recommended to use **Citation Management Software** such as **Zotero** to store your sources and generate bibliographies.

Overview

APA-style citations are outlined in the *Publication Manual of the American Psychological Association: the Official Guide to APA Style*, but the basic format is as follows:

Surname of Author(s), Initial of first name of Author(s).(Year of Publication). *Title* (Edition No.). Publisher. URL

Generative Artificial Intelligence (AI)

APA (7th edition, updated guidance September 2025)

APA recommends citing specific AI-generated outputs similarly to software references, using the developer as author. Because AI conversations are generally not retrievable by readers, APA also recommends including the prompt in the body of your paper or in an appendix when it is relevant.

For cases where the tool does not generate a stable URL, APA suggests including prompts and output in an appendix, or seeking guidance from your instructor or editor.

Guidelines for APA Style Referencing in Undergraduate Assignments:

1. **In-Text Citations and Reference List:**
   - In-text citations are necessary for direct mentions of AI-generated content.

- In the reference list, attribute authorship to the organisation behind the AI model.

2. **Integration into Research Description:**
   - Explain the use of AI tools in your research in the introduction or methods section.
   - Provide details about the prompts used to interact with the AI.
3. **Handling Text Passages:**
   - For brief AI-generated excerpts, incorporate them directly into your paper.
   - For longer responses, include relevant portions in the main text or direct readers to an appendix or online supplement for the complete content.

Following these guidelines ensures proper acknowledgment and referencing of AI-generated content in your academic writing.

Format

Author. (Date). *Name of tool* (Version of tool) [Large language model]. URL

In-text citation

(OpenAI, 2025)

Reference

OpenAI. (2025). *ChatGPT* (GPT-4o version) [Large language model]. https://chatgpt.com

Consult the APA Style blog for the most current examples, including guidance on citing AI integrated into software such as Microsoft Copilot.

Books

Book/eBook (single author)

Author. (Year). *Title* (Edition). Publisher. DOI or URL.

In-text citation

(Kuhlmann, 2021)

Reference

Kuhlmann, S. (2021). *Public administration in germany*. Springer International Publishing. https://doi.org/10.1007/978-3-030-53697-8.

eBooks and DOIs

> If a book has a DOI (Digital Object Identifier), add this to the end of the reference. If the article does not have a DOI but does have an accessible URL, include this at the end of the reference instead. You can check to see if the book you are referencing has a DOI at Crossref.

Book/eBook (two authors)

For sources with two authors, include both surnames in your in-text citation and full reference, maintaining the source's name order:

In-text citation

(Smith & Johnson, 2015, p.8)

Reference

Smith, A., & Johnson, B. (2015). Strategies for effective business management. Business Press.

Book/eBook (three to twenty authors)

For sources with three to twenty authors, cite the first author followed by 'et al' in the in-text citation. List all authors in the full reference, separating them with commas and using an ampersand before the last one:

In-text citation

(Jones et al., 2019)

Reference

Jones, M., Davis, R., Clark, P., & Brown, S. (2019). Enhancing Leadership Skills in Business Education. Journal of Business Education, 12(3), 245-260.

Book/eBook (more than twenty authors)

For sources with more than twenty authors, include only the first author followed by 'et al' in the in-text citation. List the first 19 authors in the full reference, separated by commas, followed by an ellipsis (...) and the final author:

In-text citation

(Williams et al., 2020)

Reference

Williams, C., Adams, E., Turner, G., Harris, M., Miller, J., Moore, K., ...Taylor, R. (2020). Innovations in Business Research. Business Journal, 8, 112-125.

Book chapters

Chapter in an edited book

In-text citation

(Smith, 2020)

Reference

Smith, J. (2020). Innovations in Market Analysis. In K. Johnson & R. Anderson (Eds.), *Business Trends: Navigating the Future* (3rd ed., pp. 112-135). Horizon Publications.

Conferences

Conference Presentation

- Author of paper.
- Year of publication in citation, and full dates of the conference in the reference.
- Title of presentation in italics, with description of presentation type in square brackets.
- Name of conference.
- Location.
- If a link to the video of the presentation is available, add this to the end of the reference.

In-text citation

(Bird, 2019)

Reference

Bird, N. (2019, May 15-17). Strategies for Business Innovation: Exploring the Dynamics of Corporate Dispositions [Conference presentation]. BizInnovate 2019, Virtual Conference.

Data

- Author/Rights Holder.
- Year of publication.
- Title of dataset in italics.
- (Version number) and separate with a semi-colon.
- [Description of form, e.g. Data set or Data set and code book].
- Publisher.
- URL if available.

If you are citing published data, for example if it appears in a book or journal article, cite the publication rather than the data itself.

In-text citation

(ABC Business Summit, 2009)

Reference

ABC Business Summit. (2009). 2007 Business Insights Survey [Data file and code book]. ABC Publishing. http://abcbusinesssummit.org/datasets/

Journal articles

- Author (surname followed by initials).
- Year of publication (in round brackets).
- Title of article.
- Title of journal (in italics - capitalise first letter of each word in title, except for linking words such as and, of, the, for).
- Volume number (in italics) and, where applicable, part number, month, or season (in round brackets).
- Page numbers.
- DOI

In-text citation

(Smith, 2022)

Reference

Smith, J. (2022). Innovations in Business Strategies. *International Business Symposium*, 5(2), 45-56. https://doi.org/10.1234/ibs2022.innovations

Online video

Format

Creator. (Date). *Title*. [Video]. Site name. URL.

In-text citation

(MadeUp Business Conference, 2020)

Reference

MadeUp Business Conference. (2020). The MadeUp Business Conference experience. [Video]. YouTube. https://www.youtube.com/watch?v=YLxV5L6IaFA

Webpage

Format

Corporate or individual author. (Date). *Title*. URL.

In-text citation

(Fictional Business Conference, 2021)

Reference

Fictional Business Conference. (2021, August 6). Updates on Business Innovations. https://www.fictionalbusinessconference.com/updates-business-innovations

Thanks to the following sources for providing partial inspiration/content for this page: University College London.

Revision #39
Created 2023-12-07 13:50:45 UTC by Librarian
Updated 2026-08-13 11:48:59 UTC by Librarian