Direct Quote Citations:

American Psychological Association Format – 7th edition

By Dr. Kimberly Vana, 2019
When to Use Direct Quotes

• Use direct quotes only if the original wording from the source adds meaning to the assignment; otherwise, paraphrase.

• General rules for using direct quotes:
  • Using three or more words in a row from the source
  • Using a word or phrase coined by the source
Types of Direct Quotes

• Short quotes of 40 or less words taken from a source
  • May use in coursework, unless otherwise directed to avoid direct quotes.

• Long quotes of more than 40 words taken from a source
  • Avoid in coursework.
  • Paraphrase instead.
Short Quotes

• Place quotation marks before and after the direct quote.
• Place quote within the text of a paragraph or slide.
• Parenthetical source information* must include the page number(s) or paragraph number(s), if no page number(s) are provided.
• Period is placed after the parenthetical source information at the end of the quote.

*Parenthetical source information = information bracketed by parentheses that directs readers to the source.
Long Quotes

• Block formatting indented 1 tab (5 spaces) from the left margin
• Double-spaced
• No quotation marks
• Period is placed **before** the parenthetical source information at the end of the quote.
• The parenthetical source information includes the page number(s) or paragraph number(s), if no page number(s) are provided.
• The author(s) and year may be included in the preceding sentence to the block or in the parenthetical source information at the end of the block quote.
Author(s) in Short Direct Quote Citations

• Refer to author(s) rather than to article, chapter, or book title.

• “And” versus “&” (ampersand)
  • Use “and” if names are included within the text of the sentence.
    • Smith and Jones (2012) stated that “xxxx xxxxxxx xxxx xx xxxxxxxxx xxx” (p. x).
  • Use “&” if names are included in parenthetical source information after the direct quote.
    • “Xxxx xxxxxxx xxxx xx xxxxxxxxx xxx” (Smith & Jones, 2012, p. x).

• Usually use past tense when noting information from author(s).
Year in Short Direct Quote Citations

• The year is placed with the first mention of author(s) in a sentence.
  • Smith, Jones, and Clark (2012) stated that “xxx xx xxx xx xxxxxxxx” (p. x).
    • No comma is used with “that.”
    • The direct quote starts with a lowercase letter.
    • Use p. for quotes that are located on one page.
  • Smith, Jones, and Clark (2012) stated, “Xxx xx xxx xx xxxxxxxx xx xxxxx xxx” (pp. x–y).*
    • A comma is used after the verb.
    • The direct quote starts with an uppercase letter.
    • Use pp. for quotes that are located on more than one page.

*The first letter of a direct quote may be changed to a lowercase or uppercase letter without bracketing, [X]. Note that an en dash is placed between the two page numbers.
En Dash between Page Numbers

• An en dash looks like a slightly elongated hyphen (–), which is used between page numbers.*

• Creating an en dash:
  • Add a space before and after a hyphen and click Enter to obtain an en dash.
  • Delete the spaces before and after the en dash.

• Alternatively, insert an en dash by using the Insert tab in Word®

*If you are unable to create an en dash, use a hyphen between the page numbers.
Using Paragraph Numbers Instead of Page Numbers

• Use a paragraph number if the source does **not** have page numbers.
  • No headings above source – (Author, year, para. 3).
  • Short headings above source – (Author, Discussion section, para. 1)
    • Heading is “Discussion.”
  • Long headings above source – (Author, “Principles,” para. 4)
    • Heading is “Principles in Management.”
Direct Quote Citations with Two Authors

• Sources with 2 authors
  • Do not use a comma before “and” or “&” for two authors.
    • Author and Author (2012) noted that “xxx xxxx xxxxx” (pp. x–y).
    • “Xxx xxxx xxxxx” (Author & Author, 2012, pp. x–y).
Direct Quote Citations with Multiple Authors

• Sources with 3 or more authors
  • Cite the first author and add et al.*
    • Author et al. (2012) noted that “xxx xxxx xxxxxx” (pp. x–y).
    • “Xxx xxxx xxxxxx” (Author et al., 2012, pp. x–y).

*Et al. means and others in Latin.
Examples of Direct Quote Citations

- Smith and Clark (2012) stated that “xxx xxx xxxx xx” (p. x).
- Smith et al. (2012) stated that “xxx xxx xxxx xx” (p. x).
- Smith et al. (2012) stated, “Xxx xxx xxxx xx” (p. x).
- According to Smith et al. (2012), “xxx xxx xxxx xx” (p. x).
- “Xxx xxx xxxx xx,” according to Smith et al. (2012, p. x).*
- “Xxx xxx xxxx xx” (Smith et al., 2012, p. x).
- Smith et al.’s (2012) results indicated that “xxx xxx xxxx xx” (p. x).

*Please note that end quotation marks go after periods and commas and before colons and semicolons.
Use of the Ellipse in Direct Quotes

- Add a space before and after each period in an ellipse ( . . . ).
- Ellipses are **not** used at the beginning or end of a direct quote.
  - “ . . . xxx xxxx xxx . . .”
- Ellipses may be used in the middle of a quote.
  - One-sentence quote – “Xxx xxx xxx . . . xxxx xxx xxx xx” (Smith et al., 2012, p. x).
    - An ellipse is placed between the two sections of the one sentence.
  - Two-sentence quote – “Xxx xxx xxx . . . Xxxxx xxx xxx xx” (Smith et al., 2012, p. x).
    - A period is placed after the first sentence.
    - An ellipse is placed before the second sentence.
Thank you for reviewing!