HOW TO CITE AND MAKE A REFERENCE LIST

APA CITATION STYLE

KTU Library
1. Usage of references in your course papers;
2. Checking for plagiarism;
3. In-text citations;
4. Reference lists;
5. Help available at KTU Virtual Library, subscribed databases, search engines and reference management tools.
6. Practical assignment
Academic resources

- Books and scholarly journals
- PhD thesis
- Full-text articles from DBs
- Reports
- Reviews
- Forecasts
Avoid using

- Newspaper or magazine articles;
- Textbooks;
- Unpublished materials;
- Unreliable online resources.
According to the Law of the Republic of Lithuania on Copyright and Related Rights (1999):

**Quote** – means a relatively short passage cited from another work to demonstrate or to make more intelligible author’s own statements, or to refer to the views or thoughts of another author in authentic wording.

**Quotation** – shall be permissible, without authorisation of the author or any other owner of copyright, to reproduce a relatively short passage of a published work or a work made available to the public, both in the original and translated language, in the form of a quotation in another work, provided that such reproduction is compatible with fair practice and its extent does not exceed that justified by the purpose.
Acknowledging and documenting references in course papers (1)

Bibliographical references and list of references should be provided according to rules. Different rules of bibliographical referencing are used worldwide.

Usage of citation styles is selected according to the field of study.

- **Social sciences** - American Psychological Association (APA)
- **Humanities** - Modern Language Association (MLA)
- **Medicine and biology** - American Medical Association (AMA)

If instructions are absent, it is recommended to use international standards.
Acknowledging and documenting references in course papers (2)

Students should:

• follow the guidance of the supervisor;
• follow the methodological requirements prepared at the Faculty;
• prepare the list of bibliography according to APA citation style.
The main reasons for citing

• It is important to maintain academic integrity. To avoid plagiarism, it is necessary to provide bibliographic references to the cited sources.

• Citing allows the reader of your work to locate cited documents and check the facts or to look into the details of the cited information.

• Failure to cite sources may be considered plagiarism and be penalized.

• All ideas and facts that are obtained from other sources must be properly cited, unless they qualify as common knowledge.
Plagiarism – the act of using the work of another or passing it off as one’s own or without their consent, by incorporating it into your work without full acknowledgement.

Self-plagiarism refers to the practice of presenting one’s own previously published work as though it was new.
Plagiarism prevention

Prevention

– Usage of special programmes to check for plagiarism (ESAS, Cross Check)
– Storing research publications on open access repositories that check for plagiarism automatically;

Attention
Without proper citation your work will be considered plagiarism.
Crediting sources

In-text citations

A reference list
Author-date method of citation requires that the surname of the author and the year of publication be inserted in the text at the appropriate point:

(Jones, 1990)

Short in-text citation:

- She stated, “Students often had difficulty using APA style“ (Jones, 1998, p. 199), but she did not offer an explanation as to why.

- Miele (1993) found that “the placebo effect: which had been verified in previous studies, disappeared when only the first group’s behaviors were studied in this manner“ (p. 276).
ATTENTION
Citations should be no longer than 40 words.

If some parts of the texts in citation are omitted, it should identified as [...].
Paraprased thougts of authors:

• ... Kessler (2007) found that among epidemiological samples.
• ... (Kessler, 2007).

Short quotes signaled by inverted commas in the text:

Self-regulated learning is a powerful construct in that it allows researchers, firstly, to describe the various components that are part of successful learning (Boekaerts, 1999)

In the list of references:

In-text citations (4)

One work by one author

One recent study finds a genetic link to alcoholism (Jones, 2016).

When a work has 2 authors, cite both names every time the reference occurs in text (conjunction “and” is added):

(Jones and Smith, 2016).
If cited a work by **3 to 5 authors**, the first time a list of all authors is provided:

(Kernis, Cornell, Sun, Berry and Harlow, 2015)

In subsequent citations, only use the first author's last name followed by "et al."

(Kernis et al., 2015)

**Six or More Authors:** Use the first author's name followed by et al. in the signal phrase or in parentheses.

Harris et al. (2001) argued...
(Harris et al., 2001)
Two or more works by different authors within the same parentheses should be provided alphabetically in the same order in which they appear in the reference list. Citations should be separated with semicolons.

Several studies (Miller, 1999; Shafranske and Mahoney, 1998)
If a work by the authors with the same surname is cited, the first initial of the first name should be provided:

(P. Janet, 2000); (R. Janet, 2012)

If several authors are cited in one reference:

(P. Janet, 2000; R. Janet, 2012)

Arrange two or more works by the same authors (in the same order) by year of publication. Give the authors' surnames once; for each subsequent work give only the date:

Identify works by the same author with the same publication date by the suffixes a, b, c, after the year; repeat the year. The suffixes are assigned in the reference list.

(Smith, 2009a, 2009b, 2009c).

In the list of references publication date and suffixes a, b, c after the year are added:

If the organization has a well-known abbreviation, include the abbreviation in brackets the first time the source is cited and then use only the abbreviation in later citations.

First citation (Association of College and Research Libraries [ACRL], 2011)
Second citation (ACRL, 2011)

First citation (Mothers Against Drunk Driving [MADD], 2000)
Second citation (MADD, 2000)
If there is no author, the title should be moved to author’s position, the first significant word of the title should be alphabetized in italics:

(Dictionary of psychology, 2013).

Several titles with no author should be alphabetized and separated with semicolon:

(A political and economic dictionary of Eastern Europe, 2007; Dictionary of media and communication studies, 2015).
Using secondary sources

In a reference list only the secondary source should be indicated:

- Johnson argued that ... (as cited in Smith, 2003, p. 102)
- Allport’s diary (as cited in Nicholson, 2003)

**Attention**

Remember to use secondary sources sparingly, only when there is no access to the original source.
<table>
<thead>
<tr>
<th>Type of citation</th>
<th>Citing for the first time</th>
<th>Further references</th>
<th>First citation in brackets</th>
<th>Further citation in brackets</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 or more authors</td>
<td>Klizienė et al. (2014)</td>
<td>Klizienė et al. (2014)</td>
<td>(Klizienė et al., 2014)</td>
<td>(Klizienė et al., 2014)</td>
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</table>

In-text citation (11)
The main elements for the bibliographical reference

<table>
<thead>
<tr>
<th>Author(s) or collective of authors</th>
<th>Intellectual responsibility for source. If there is no author, editor or editorial board should be provided.</th>
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<tbody>
<tr>
<td>Title, subtitle</td>
<td>Full title and subtitle should be provided.</td>
</tr>
<tr>
<td>Date of publishing</td>
<td>If it is not the first edition.</td>
</tr>
<tr>
<td>Place of publication</td>
<td>Place, publisher, date.</td>
</tr>
<tr>
<td>Volume, issue (no. of pages)</td>
<td>Number of pages (for books not compulsory).</td>
</tr>
<tr>
<td>Digital Object Identifier</td>
<td>DOI</td>
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A book (1 author):
Surname, N. N. (Year). *Title: Subtitle*. Place of publication: Publisher.


A book (2 authors):
Surname, N. N., & Surname, N. N. (Year). *Title: Subtitle*. Place of publication: publisher.

Bibliographical references on a list of references (2)

A book (3 – 6 authors):
Surname, N. N., Surname, N. N. (3 & 5 surnames and) Surname, N. N. (the last surname). (Year). Title: Subtitle (Edition). Place of publication: Publisher.


A book (7 and more authors):
Surname, N. N., Surname, N. N. (6 surnames), ... Surname, N. N. (final surname). (Year). Title: Subtitle. Place of publication: Publisher.

Collective name:
Collective name. (Year). *Title: Subtitle*. Place of publishing: Publisher.

Bibliographical references on a list of references (4)

A book with one or several editors:
Surname, N. N., & Surname, N. N. (Ed. or Eds.). (Year). Title: Subtitle (Edition). Place of publication: Publisher.


When the issue has neither authors nor editors:
Title (Edition). (Year). Place of publication: Publisher.

Journal article:

Surname, N. N. (Year). Title of the article. *Title of journal, volume (issue)*, xx-xx.


Surname, N. N., & Surname, N. N. (Year). Title of the article. *Title of journal, volume(issue)*, xx-xx.


Surname, N. N., Surname, N. N., & Surname, N. N. (Year). Title of the article. *Title of journal, volume(issue)*, xx-xx.

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<th>Online newspaper articles:</th>
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<th>No author:</th>
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<th>Pages are not numbered continuously:</th>
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E-resources, e-books:


E-resources, articles with DOI:


E-resources, articles with URL:

Investment to Technologies Strengths and Weaknesses: Lithuania in the Context of EU

Ruta Adlyte, Loreta Valanciene, and Rytis Krusinskas

Abstract—This investigation was performed in order to find the main strengths and weaknesses of investment to technologies in Lithuanian case. The overview of literature complaining investment to technologies issues was made and the knowledge based economy was selected as the theoretical background for this investigation. Different investigations resources for the creation of competitive knowledge - based economy which is based on implementation of new technologies and availability of high qualified human resources [4]. In the Strategy a big attention is paid to the development of the High - Tech sector, which in turn, will increase the competitiveness of companies in the local and from economic activities which create new technological knowledge.

A big attitude is paid to the intellectual capital in the Innovation-based endogenous growth theory. P. Romer developed one branch of this theory while emphasizing the
Bibliographical references on a list of references (11)

Dissertations:
Surname, N. N. (Year). *Title of doctoral dissertation or master’s thesis: Subtitle*. Organization where thesis defended. Place of publication: Publisher / Retrieved from ...


Website:

- Surname, N./Collective. (Year). Website/title of the document. Retrieved from ...

Tables, graphics, pictures:
Author, N. (date of publication). *Title of table, graphics, picture* [table, graphic, picture]. Retrieved from ...

A list of used sources should be provided at the end of work in a separate section.

In a list of reference bibliographical records are provided alphabetically with 0,8 cm indent and KTU recomends to numerate records.

In a list are included only references cited in work.

Works by one authors are provided in alphabethical order.
Entrepreneurship

Title: Entrepreneurship
Author: Parthasarathy, N.; Doboli, S.; Paulus, P.B.
Is Part of: Encyclopedia of Creativity, pp. 461-467
Identifier(s): ISBN: 978-0-12-375039-8; DOI: 10.1016/B978-0-12-375039-8.00091-1
Language: English
Subjects / Keywords: Cohesion; Creativity; Cultural dimensions; Diversity; Entrepreneurial traits; Entrepreneurship; Exploitation; Exploration; Innovation; Team leaders; Training; Transactive memory
Description: Entrepreneurship is characterized by the process of recognizing opportunities to build a new product, service, or process and finding necessary resources to exploit the opportunity and improving the lifestyle of people. This can be accomplished as an individual or as a team. Effective

Citation:

Style: Citation:
Chicago/Turabian (16th edition)
MLA (7th edition)
Bibliographic management tools

Subscribed:

*RefWorks* - [http://www.refworks.com](http://www.refworks.com)
*EndNoteWeb* - [http://myendnoteweb.com](http://myendnoteweb.com)

Free:

*Mendeley* - [https://www.mendeley.com/](https://www.mendeley.com/)
*Zotero* - [http://www.zotero.org](http://www.zotero.org)

Possibilities:
- Preserve bibliographical data, summaries and texts.
- Majority of databases allows direct upload of records.
- Prepare a list of references according to selected citation style.
- Install small *Write-N-Cite* utility program to your computer which allows to insert cited references and prepare a list of references.
Is the reference provided correctly?

Student autonomy is an important condition for active self-regulated learning (Boekaerts)
Student autonomy is an important condition for active self-regulated learning (Boekaerts, 1999).
Is the reference provided correctly?

First author: R. C. Calfee
Second author: R. R. Valencia
Title: APA guide to preparing manuscripts for journal publication
Year: 1991
Location: Washington
Publisher: American Psychological Association
Pages: 135 p.


Does the reference provided correctly?

First author: M. Astrauskaitė
Second author: R. M. Kern
Third author: G. Notelaers
Title: An individual psychology approach to underlying factors of workplace bullying
Journal: The Journal of Individual Psychology
Year: 2014
Location: Austin, TX
Publisher: University of Texas Press
Pages: 220–244 p.
Volume, number: vol. 70, no. 3

Thank you for your attention

If you have any questions

rasa.dovidonyte@ktu.lt