

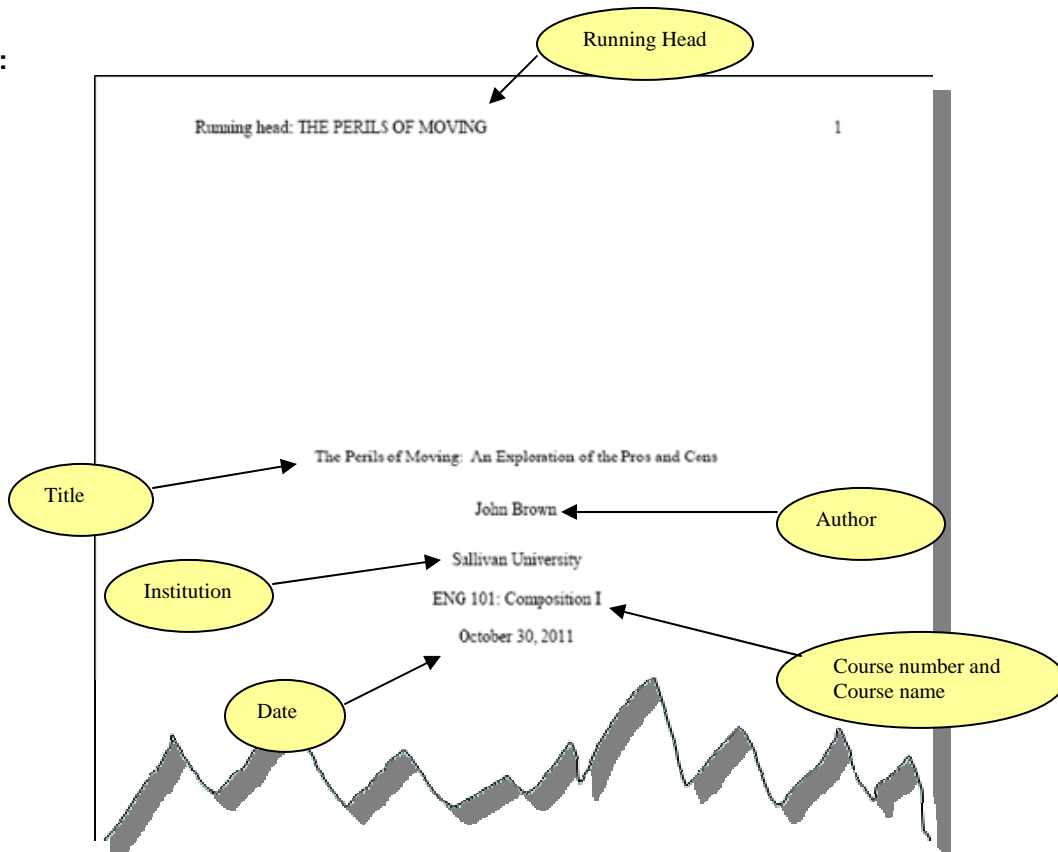
APA Style

A paper written in APA style may contain 4 or more sections, including: the title page, the abstract, the main body of the paper, and the reference page.

The Title Page

- The title page will have a running head
- The page number is 1.
- The title page components will be entered after scrolling down to about 1/3 of the page.
- The title page components will be centered, double-spaced, and in Times New Roman, 12-font.
- The title page components will consist of
 - The paper's title
 - The author(s)
 - The institutional affiliation (Sullivan University)
 - The course number and course name
 - The date of submission

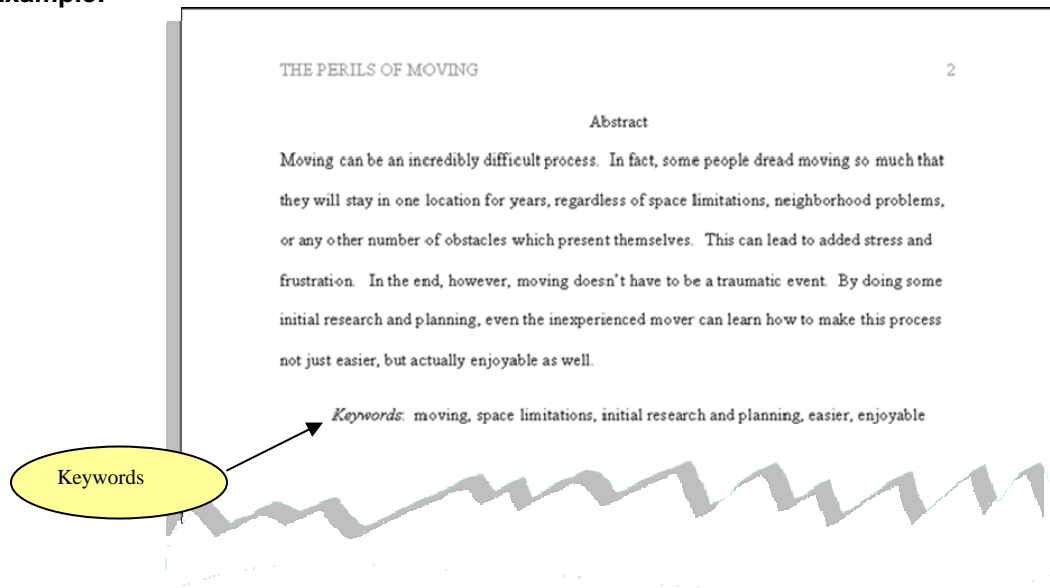
Example:



The Abstract

- The abstract will be required for papers more than 3 pages long.
- Exceptions are:
 - Smaller essays (3 pages or less).
 - Informal writing (in almost all instances, the paper will be 3 pages or less).
 - Papers over 3 pages in length that are formatted in APA style but do not contain a citation or reference.
- The abstract will begin on page 2.
- There will be a running head (which is different from the title page's running head).
- The word Abstract is centered at the top of the page.
- The abstract will be double-spaced, and in Times New Roman, 12-font. There are 1 inch margins.
- The abstract will be typed as a single paragraph without an indentation.
- The abstract will be no more than ½ a page in length.
 - The abstract typically ranges between 120 to 250 words total.
- Keywords are required after the abstract.
 - Center the keywords. Start the keywords list by typing *Keywords* followed by a colon. Type the keywords (one word or two-word or short phrases that describe your paper) without italicizing or capitalizing (except proper nouns).
 - Type up to five keywords.

Example:



The Main Body of the Paper

Students will follow the guidelines as written in the APA 6 style manual. There are no variations.

- There will be a running head on each page of the main body of the paper along with a page number.
- The complete title of the paper will be centered at the top of the first page of the essay. Proper nouns will be capitalized along with any word with more than 4 letters.
- The body of the paper is left-aligned and double-spaced with 1 inch margins.
- The paragraphs are indented 0.5" (with the exception of block quotations).
- In-text citations are in the main body of the paper.
- Some graduate school faculty will require headings in the main body. If that is the case, please consult ages 62-63 of the APA 6 manual.

Example:

THE PERILS OF MOVING 3

The Perils of Moving: An Exploration of the Pros and Cons

Moving is all too often a dreaded word, carrying with it associations of countless cardboard boxes, rental trucks, and endless headaches/frustrations. While this is sometimes the case, moving doesn't *have* to be a nightmare. In fact, with preliminary research and proper planning, moving can actually be an enjoyable and worthwhile experience.

People have been moving, in one form or another, since the beginning of time. It is a natural part of life. It could be argued that humankind was not meant to stay in one place for life. People tend to go where the action is, whether action is defined as food, resources, jobs, or entertainment (Taylor, 2009). The question soon emerges, then: why is moving such a daunting task? Perhaps a better question, however, is why do so many people avoid it, even when a move would clearly be in their best interest?

On a very basic level, a better understanding of "home" can help answer the questions above. According to Jones (2011), "the notion of 'home,' like the notion of 'love,' has been romanticized to the point that the term is essentially meaningless. Perhaps 'home' can best be defined as the place where our mail is sent" (para. 5). While Jones makes an interesting point, he misses something else: home is not where we find comfort, companionship, and

The Reference List

- There will be a running head on each page of the reference list along with a page number.
- Center the word References at the top of the page.
- The reference list entries will be left-aligned and double-spaced with a hanging indent in Times New Roman, font 12 pt.
- For periodicals:
 - The Digital Object Identifier (DOI) will be used in the reference entry if it is readily available.
 - If the DOI is not available and the article came from an electronic database, the database name or database collection name will be used.
 - If the DOI is not available and the article came from a web site, the URL (web address) will be used.

Example:

