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# Apa/Mla Guidelines (Quick Study: Academic)

**Quick Study ACADEMIC**

WORLD'S #1 ACADEMIC OUTLINE

## APA/MLA guidelines FOR STUDENTS

**Introduction**

\* This is a brief guide to American Psychological Association (APA) and Modern Language Association (MLA) rules used in academic writing.

\* **Important:** The rules covered in this guide are accurate according to APA 6th edition (2009) and MLA 7th edition (2009), each new APA/MLA edition corrects changes and additions not listed in previous editions.

### APA STYLE

#### What is APA Style?

1. APA style does not refer to a writing style; rather, it is the editorial style developed by the American Psychological Association for use in the books and journals it publishes.
2. Other social and behavioral scientists have also adopted APA style for their own written material.
3. Editorial style refers to the rules or guidelines a publisher uses to ensure consistent presentation of written material. It includes:
  - A. Punctuation and abbreviations
  - B. Table construction
  - C. Heading selection
  - D. Reference creation
  - E. Using electronic references
  - F. Presenting statistics

#### Writing for the Behavioral & Social Sciences

1. Data retention and sharing
  - A. It is the responsibility of the researcher to give others access to their data as part of the publication process, even after publication.
  - B. Authors should keep their data for at least five years after the publication date.
2. Plagiarism and self-plagiarism
  - A. **Plagiarism:** It is essential that researchers will give the proper credit for their research and not present the work of others as their own.
  - B. **Self-Plagiarism:** Researchers should not present their own past publications as new scholarship.
3. Conflicts of interest
  - A. It is best to note any activities or relationships that could appear to constitute a conflict of interest, even if the researcher doesn't believe such exists.

#### Manuscript Structure & Content

##### Journal Article Reporting Standards

Reporting standards are not based on the topical focus; rather, they are based on the research design and implementation of the actual study.

##### Manuscript Elements

1. **Title**
2. **Author's name**
3. **Institutional affiliation**
4. **Author note**
  - A. **First paragraph:** Complete departmental affiliation.  
EX: John Smith, Department of Sociology, State University, 123 East Department of Sociology, State University.
  - B. **Second paragraph:** Affiliation changes (if any).
  - C. **Third paragraph**
    - I. **ACKNOWLEDGEMENTS**  
EX: I thank Dr. Jane Smith for her generous assistance with the manuscript.
    - II. **SPECIAL ACKNOWLEDGEMENTS**  
EX: This work is a previously published report or doctoral dissertation and contains no errors.
  - D. **Fourth paragraph:** Contact information; provide complete mailing address and end the paragraph with e-mail address and no phone.  
EX: Correspondence concerning this article should be addressed to Robert T. Schuler, Department of Engineering, State University, 11111 Elm Street, Schuler@stateuniv.edu.

#### What is MLA Style?

1. MLA style is a set of guidelines for writing and formatting academic papers in the liberal arts and humanities.
2. MLA style is used by writers in the liberal arts and humanities to cite sources and format their papers.
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## Synopsis

This newly revised and updated version of our handy APA/MLA Guidelines reference tool features the latest rules for academic writing dictated by the American Psychological Association (APA) and the Modern Language Association (MLA). Both groups are equally represented through key definitions, writing examples, and insightful tips on structuring an essay or term paper—all in an easy-to-use format.

## Book Information

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## Customer Reviews

I thought this would be a quick and easy guide to the APA format, but unfortunately I found it hard to follow. I ended up returning it, and using another resource "APA: The Easy Way!" which I found to be much more user friendly.

Very handy helper; easy to carry and easy to read for people with multitask jobs and they need a quick answer while they are writing an academic letter or a statement. I did not want that combination of APA and MLA, but hey I am sure one day I will need the MLA refs. For my Ph.D assignments I definitely have the APA manual handy if I want to keep my As. Students, there is no substitute for manuals, and this (APA/MLA Quickstudy Guideline) is just for quick study, and does not prevent you from your professor' slap on the wrist.

This is great for any college student, because no one has only one publication style that they have

to use for their papers. In English classes, you write in MLA style, and in psychology, it's APA style. I'm also a writing tutor, so I have to be as informed as possible so I can be a valuable asset to my students. It's great to have a BarChart like this that has both styles covered, even though, personally, I think it would be better to have two separate charts-one for each style. That way, more information can be covered. There are always style and formatting questions for even experienced paper writers, so it's good to have something in your hands to look at instead of always relying on the Internet. However, for those of you who don't know yet, use Purdue's OWL site (<https://owl.english.purdue.edu/owl/>) because it is by far the best writing-related website out there!

Purchased this for use in a grad school class I was taking. It seems to have all the basic stuff covered and is very handy to throw in my book bag. Since it is laminated, it will probably last for a while.

I bought this Guideline to APA and it's been a God send and I am using in my college work and it has been a great help to me. I don't know what I would have done without it. It's been so helpful and provides you with detailed information about APA!!!

I didn't refer to it at all. I thought it would be helpful but I literally only glanced at it when I began writing a paper and realized it wasn't overly useful. The print is also small and the box styles used to differentiate topics are more visual clutter than I could navigate easily. I wouldn't recommend.

As a college student and always writing papers when I have a meltdown because I cannot remember exactly how APA goes. Especially, since some changes have been made. This chart has helped me many times.â ¸

Worthless. I always fall for these things and they are never offer anything good. You would think they would offer common formats of references but it instead goes into minute detail about God knows what. Just use purdue owl.

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Apa/Mla Guidelines (Quick Study: Academic) The Hodges Harbrace Handbook, 2009 MLA Update Edition (2009 MLA Update Editions) MLA Rules for Format & Documentation: A Pocket Guide [Conforms to 7th Edition MLA] MLA Handbook (Mla Handbook for Writers of Research Papers) The Bedford Handbook with 2009 MLA and 2010 APA Updates, Eighth Edition APA: The Easy Way!

(Updated for APA 6th edition) APA Made Easy: Revised and Updated for the APA 6th Edition The  
APA Pocket Handbook: Rules for Format & Documentation [Conforms to 6th Edition APA] Concise  
Rules of APA Style (Concise Rules of the American Psychological Association (APA) Style)  
Nclex-Rn Study Guide (Quick Study Academic) Guidelines for Microsoft Office 2013 (Guidelines  
Series) The Use of Pressure-relieving Devices (Beds, Mattresses and Overlays) for the Prevention  
of Pressure Ulcers in Primary and Secondary Care: Guidelines Commissioned ... Excellence  
(Clinical Practice Guidelines) Chicago Manual Of Style Guidelines (Quick Study) Guidelines: A  
Cross-Cultural Reading/Writing Text (Cambridge Academic Writing Collection) Ekg's / Ecgs (Quick  
Study: Academic) Endocrine System (Quick Study Academic) Circulatory System Advanced (Quick  
Study: Academic) Medical Coding: Icd-10-Pcs (Quick Study Academic) The Foot (Quick Study  
Academic) Anatomy Test (Quick Study Guides-Academic)

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