# CHAPTER 10

## **APA Communication Guidelines**

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Writing Clearly
Avoiding Grammatical Problems
Reporting Numbers
Citing and Referencing
Citation Style: One Author

Citation Style: One Author Citation Style: Multiple Authors Reference Style

#### Typing and Word Processing Organizing the Paper Title Page

Abstract
Introduction
Method
Results
Discussion
References
Appendices
Tables and Figures
The Use of Headings

**APA-Formatting Checklist** 

#### **Conference Presentations**

Oral Presentations Poster Presentations

SUMMARY
MODULE EXERCISES
CRITICAL THINKING CHECK ANSWERS
WEB RESOURCES

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#### **APA SAMPLE MANUSCRIPT**

### CHAPTER TEN SUMMARY AND REVIEW: APA COMMUNICATION GUIDELINES

n this final chapter we cover the guidelines set forth by the APA for writing style. APA has very specific writing style guidelines, which can be found in the sixth edition of the *Publication Manual of the American Psychological Association* (APA, 2009). We discuss general writing style, including clarity and grammar, how to cite others' work properly and avoid plagiarism, and basic typing or word processing configurations for your document. In addition, we describe the basic organization of an APA-style paper and look at a sample paper. Finally, we examine briefly guidelines for presenting your research at a conference.