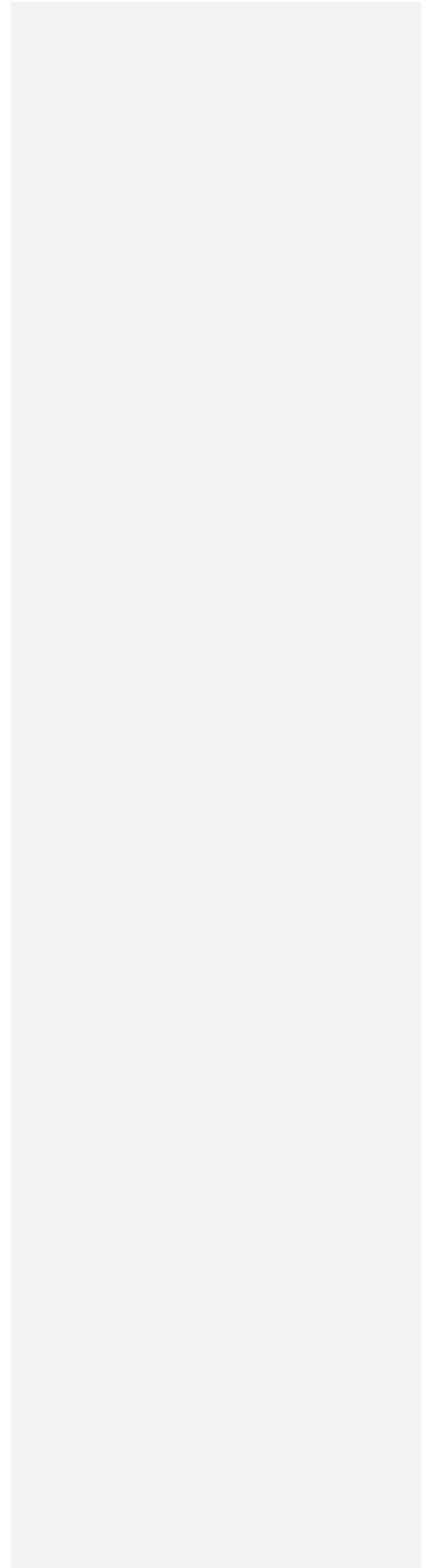


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Title

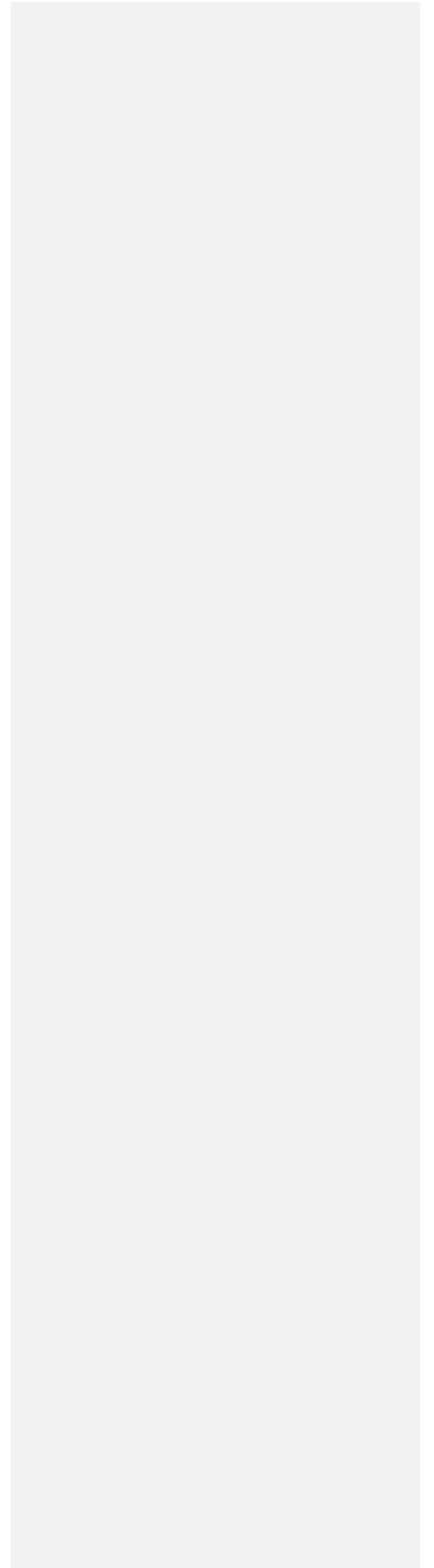
Author

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Your abstract should be one paragraph and should not exceed 120 words. It is a summary of the most important elements of your paper. All numbers in the abstract, except those beginning a sentence, should be typed as digits rather than words. To count the number of words in this paragraph, select the paragraph, and on the Tools menu click Word Count.



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Comment [RH1]: Numbers below 10 are usually written out, but in this case, it would be confusing for the reader. Numbers indicating a million or more are also written as 3.1 million (i.e.)

See the APA manual for more details on numbering, abbreviations, or seriation (a series)

Comment [RH2]: Most headings in APA are based on actual research, but many instructors allow for headings to make the sections of the paper easier to organize or read. Check with your instructor for what is acceptable.

first time the source is cited. When that source is cited again, the first author's surname and "et al." are used. See the example in the following paragraph.

Use of this standard APA style "will result in a favorable impression on your instructor" (Smith, 2001). This was affirmed again in 2003 by Professor Anderson (Anderson, Charles & Johnson, 2003).

When a source that has two authors is cited, both authors are cited every time. If there are six or more authors to be cited, use the first author's surname and "et al." the first and each subsequent time it is cited. When a direct quotation is used, always include the author, year, and page number as part of the citation. A quotation of fewer than 40 words should be enclosed in double quotation marks and should be incorporated into the formal structure of the sentence. A longer quote of 40 or more words should appear (without quotes) in block format with each line indented five spaces from the left margin.¹ (****footnotes are rarely used*)

References

Damjanov, I. (2009). *Pathophysiology*. Philadelphia: Saunders Elsevier.

Smith, M. (2001). Writing a successful paper. *The Trey Research Monthly*, 53, 149-150.

Entries are organized alphabetically by surnames of first authors and are formatted with a hanging indent. Most reference entries have three components:

1. Authors: Authors are listed in the same order as specified in the source, using surnames and initials. Commas separate all authors. When there are seven or more authors, list the first six and then use “et al.” for remaining authors. If no author is identified, the title of the document or website article begins the reference.
2. Year of Publication: In parenthesis following authors, with a period following the closing parenthesis. If no publication date is identified, use “n.d.” in parenthesis following the authors.
3. Source Reference: Includes title, journal, volume, issue number (if available), pages (for journal article) or title, city of publication, publisher (for book).

Comment [RH3]: Author's last name, first initial.

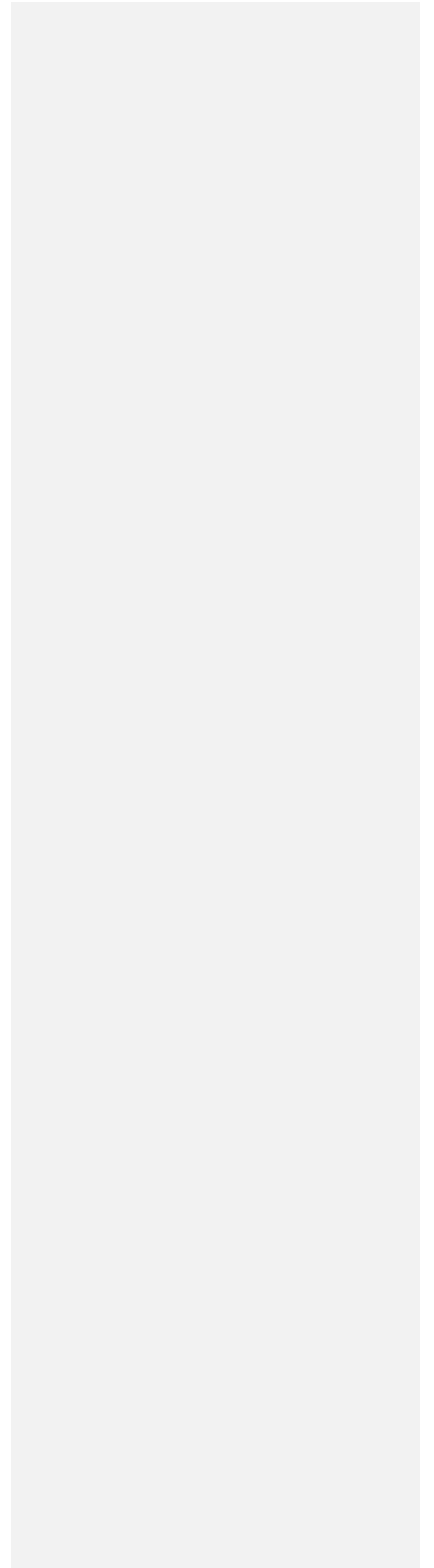
Comment [RH4]: Place of publication. If it is not a well-known city, also include the state abbreviation. All citations are followed by a period.

Comment [RH5]: Notice that the volume number is italicized surrounded by commas. If there is a volume number, this is not italicized, but put in parentheses (), followed by a comma.

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Appendix

Each Appendix appears on its own page.



First 2-3 words of Title 7

Footnotes

¹Complete APA style formatting information may be found in the Publication Manual.

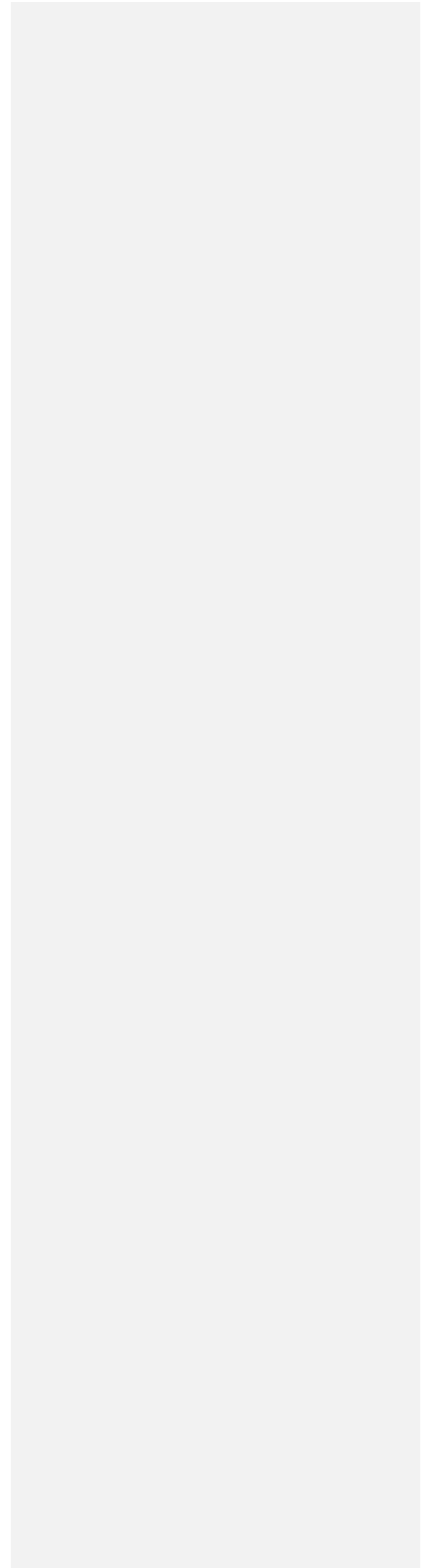


Table 1

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[Insert table here]

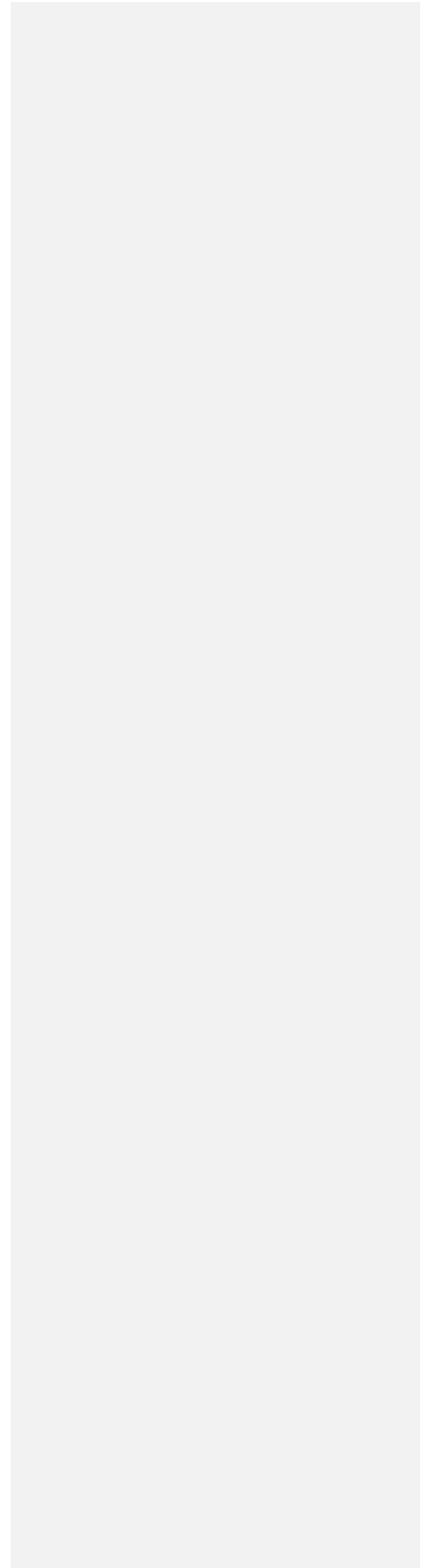
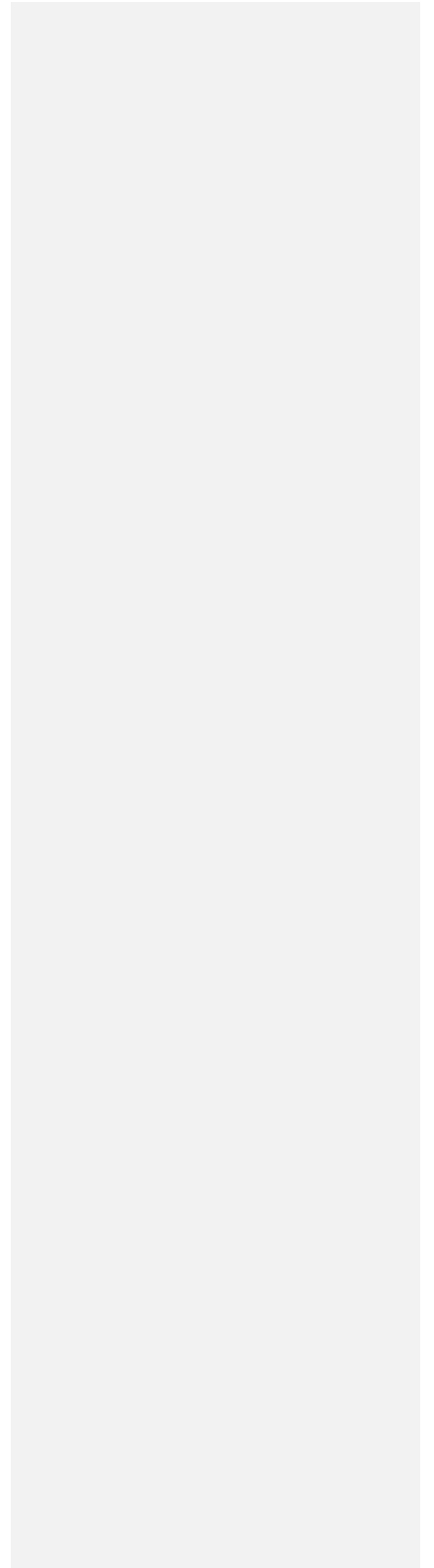


Figure Captions

Figure 1. Caption of figure



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