



APA Page Formatting Publication Manual of the American Psychological Association Sixth Edition

This handout will give you the specifics as published in chapter two of the *Publication Manual of the American Psychological Association*, Sixth Edition. You should verify with your professor that this is the format required.

- Staple all pages together.
- Title page - notice that the alignment of information on the title page differs from that of subsequent pages – see page two for an example of a title page
 - The page number is right aligned and appears on all pages, including the title page.
 - The running head entry (on title page only) is in the header, left aligned, in all uppercase letters, and must not exceed 50 characters including punctuation.
 - On the title page: the paper title, author, and university information are centered in the top half of the page and placed on separate lines (all double spaced); use upper and lower case letters.
 - Author's Notes are included below the university information and should include any support given for the research and/or contact information.
- Text pages – see page two for an example of a text page
 - 1" margins at the top, bottom, left, and right of every page.
 - Do not justify (align) text to the right margin.
 - Header should be located ½" from the top of the page.
 - Indent (5 spaces) the first line of every paragraph.
 - Block quotes (quotes of 40 or more words) are indented 5 to 7 spaces from the left margin and nothing special is done to the right hand side.
 - Double space throughout, even when using a block quote.
- Use good-quality 8 ½" X 11" white paper for manuscripts being submitted for publication.
- Use a 12 point font that is easy to read. Times Roman is the preferred font.
- The use of headings and subheadings is required for some papers, but not all. Check with your professor.
- If a title page is not required, a major heading on the first text page will be needed and should be centered between the left and right margins.
- References are listed on a separate page in alphabetical order with double spacing between lines.

Running head: APES AND LANGUAGE: A REVIEW OF THE LITERATURE 1

Sample for a title page

Running head, in capital letters, appears in the header of every page, left aligned. No more than 50 characters, including punctuation and spaces!

Apes and Language: A Review of the Literature

John Doe and Mary Brooks

Sam Houston State University

- Title of Manuscript (if it seems long, break it into two lines) double spaced between lines
- Author name(s) on next line
- University name

Author Note

Author Notes. This information may include:

- Support (grants, etc.) given for the research
- Correspondence, both e-mail and physical address

Be sure to check with your professor, the information required here may differ

APES AND LANGUAGE: A REVIEW OF LITERATURE

Running head, in capital letters, appears in the header of every page, left aligned. No more than 50 characters, including punctuation and spaces!

2

On the first page of the text:
Page header – Page number, right aligned.

Apes and Language: A Review of the Literature

Body of paper begins here, just like any other essay. Make sure the font is 12 point, Times New Roman, and double spaced.