

## CHAP Citation Guidelines

As writers seek to explore, investigate, and apply the theories, research findings, and commentaries of others in their submissions to CHAP for digital publication, we encourage each to apply the following rules when referencing and citing other published works.

### Short Quotes

When referencing and/or quoting a published work you need to include the author's name, the year of publication, and the page number (or page numbers) from which the quote was taken. If no page number is available (as in the case of a website) a notation of "n.p." for "no page" will suffice.

Example:

Dewey (1889) states, "The child's own instincts and powers furnish the material and the starting point for all education" (pg. 4).

As you can see from the example above, the author's name was provided in the text of the sentence while the publication year and the page number were provided in what is called a parenthetical citation. Depending on the writer's needs or preferences, the required citation information can be provided in the text or in a parenthetical citation.

Example:

"The child's own instincts and powers furnish the material and the starting point for all education" (Dewey, 1889, pg. 4).

### Long Quotes

Direct quotes from published works that exceed 40 words should be offset in block quote format. In a block quote, every line of the quotation is indented 1/2 inch from the left margin and quotation marks are omitted. In this case, quotation marks are then not needed.

Example:

I believe that this educational process has two sides—one psychological and one sociological; and that neither can be subordinated to the other or neglected without evil results following. Of these two sides, the psychological is the basis. The child's own instincts and powers furnish the material and give the starting point for all education.  
(Dewey, 1889, pg. 4)

### Reference List

If a writer references any previously published work, he or she should create a reference list to be included at the end of his or her article. Writers are asked to reference the American Psychological Association (APA) citation formatting guidelines here:

[https://owl.purdue.edu/owl/research\\_and\\_citation/apa\\_style/apa\\_formatting\\_and\\_style\\_guide/reference\\_list\\_basic\\_rules.html](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/reference_list_basic_rules.html)