

# APA Glossary

<b>academic</b>	<i>resources</i> which are well researched, argued, peer-reviewed, and published by <i>credible</i> publishers
<b>academic integrity</b>	being honest in all your assignments and behaviours at EIT which includes <i>referencing</i> all <i>sources</i> , so ideas presented are <i>credited</i> to the <i>authors</i> and not presented as your own
<b>accurate</b>	a <i>resource</i> which is <i>credible</i> , precise, and correct
<b>acknowledge</b>	state where ideas have come from
<b>ampersand</b>	& symbol which has the same meaning as “and”
<b>APA</b>	one style of <i>referencing</i> prescribed by the American Psychological Association
<b>article</b>	an <i>academic</i> piece of writing published in a journal or other repository such as ResearchGate, or a non-academic piece of writing published in a magazine, newspaper, or blog.
<b>author</b>	the person, people, or organisation who wrote a book, article, web page, or other document/work
<b>author as publisher</b>	when the author has written and <i>published</i> the piece of writing
<b>citation</b>	<i>reference</i> to a quote or paraphrase from a book, article, or other published work (cite = to create a citation)
<b>colon</b>	: symbol used to separate the title and <i>subtitle</i>
<b>copyright date</b>	© symbol used to denote the publication date
<b>corporate or group author</b>	when a work was written by a company, committee, or organisation rather than an individual or individuals
<b>credible</b>	<i>resource</i> which is likely to be believable and/or truthful
<b>credit</b>	acknowledging a <i>resource</i> or resources
<b>current</b>	a recent <i>resource</i> , i.e., published within the last 5-10 years
<b>database</b>	an organised collection of <i>resources</i> used to help with writing and/or research, e.g., ProQuest, Lippincott
<b>DOI</b>	Digital Object Identifier: a digital string of letters, numbers, and symbols in the form of a URL used to permanently link to a document on the internet
<b>et al.</b>	a Latin abbreviation of “et alia” which means “and others,” and used within a <i>citation</i> to indicate there are three or more authors, e.g., Hadfield et al. (2025)
<b>figure</b>	image, graph, chart, map, diagram, infographic, photograph, or painting
<b>in-text</b>	within the main part (body) of the written assignment
<b>in-text citation</b>	<i>reference</i> to a quote or paraphrase from a <i>resource</i> , in the author-date citation system, for example (Burns, 2025)
<b>italics</b>	slanted writing, e.g., <i>resource</i>

<b>journal</b>	a collection of <i>articles</i> (online or printed)
<b>narrative citation</b>	a <i>citation</i> that shows the authors' names within the sentence and the publication date in brackets, e.g., Ritchie and Turk (2024) suggest ...
<b>parenthetical citation</b>	a <i>citation</i> that shows the authors' names and date within brackets following their idea, e.g., ... (Ritchie & Turk, 2024)
<b>plagiarism</b>	knowingly or unknowingly taking/using someone else's work or ideas as one's own without proper <i>acknowledgement</i> or re-using your own work from a previous assignment without your tutor's permission.
<b>publisher</b>	the organisation that prepares and issues texts (not to be confused with the printer)
<b>quotation/quote</b>	words as they are exactly spoken or written
<b>reference (n)</b>	an organised way of <i>crediting resources</i>
<b>reference (v)</b>	to organise <i>references</i> so that all <i>resources</i> are <i>credited</i>
<b>reference elements</b>	the pieces of information that must be used in a reference: author, date, title, source
<b>reference list</b>	a list of full information of <i>resources cited</i> in the assignment, with <i>reference elements</i> presented in <i>APA</i> format
<b>referencing</b>	organising references so that all <i>resources</i> are <i>credited</i>
<b>relevant</b>	a <i>resource</i> that contains information on a particular topic
<b>reliable</b>	information that is supported by research and provides well-reasoned discussion and knowledge on a topic; also, tools (e.g., questionnaires) proven to produce the same outcomes with similar participants are considered to be reliable
<b>retrieval information</b>	where the information is frequently updated, the retrieval date is required in the following format: Retrieved dd month, yyyy, from URL
<b>resource</b>	a <i>credible source</i> on which you construct the main points of your assignment using <i>citation</i> and <i>referencing</i> to identify the <i>source</i>
<b>resource type</b>	e.g., book, journal, web page, report, video, figure, etc.
<b>self-plagiarism</b>	copying from your own previously submitted assignments
<b>source</b>	where a piece of information has come from, e.g., publisher, organisation who owns a website; also, may be used interchangeably with the word <i>resource</i>
<b>subtitle</b>	a secondary title for a book which follows the <i>colon</i> after the main title, e.g., <i>APA referencing: A user's guide</i>
<b>text</b>	a piece of writing, e.g., article, book, chapter, web page
<b>URL</b>	worldwide web address, e.g., <a href="https://apastyle.apa.org/">https://apastyle.apa.org/</a>
<b>valid</b>	research tools (e.g., questionnaires) soundly designed which produce the outcomes that they are designed to produce are described as <i>valid</i>