OZARKS TECHNICAL COMMUNITY COLLEGE
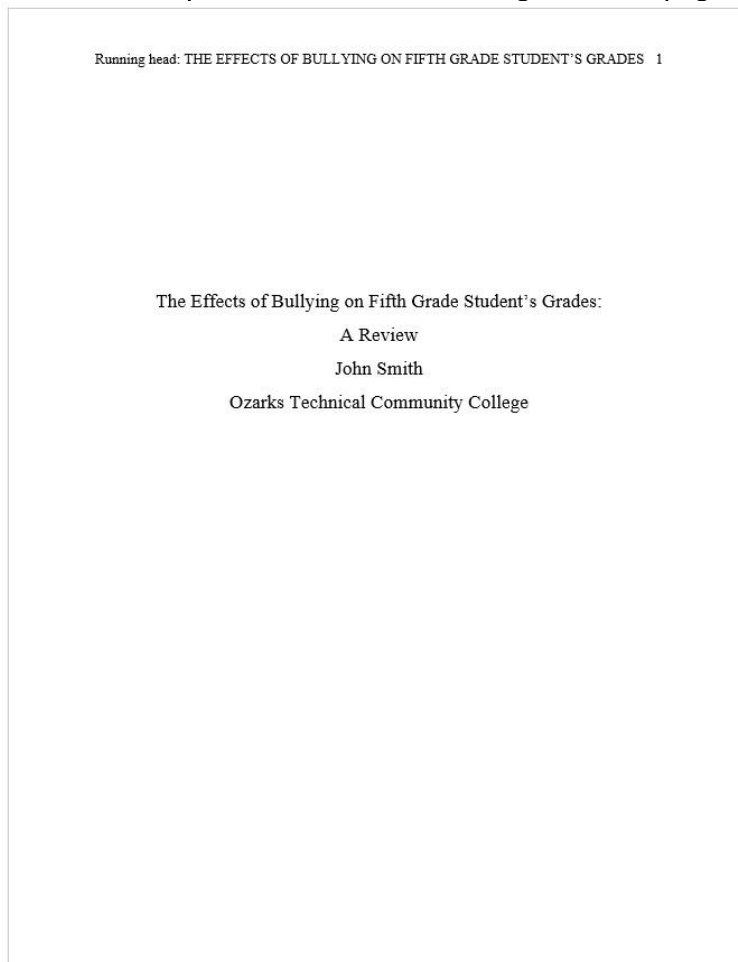*The Hamra Library*

What is APA Style?

APA Style is the formatting style of the *American Psychological Association*. This type of format is generally used in the social science fields. This guide is based on APA's 6th Edition manual.

What is the format of APA Style?

- APA Style papers include a **title page**, **running head**, **reference** page, and sometimes an abstract. APA Style is double spaced, 12pt Times New Roman font, with 1"margins.

What is a title page?

- Unlike MLA, APA papers require a **title page**. Sort of like the title page in a book, this lists the information about you, and who you're writing for, centered in the paper: **Title, Author, University**. It also includes a **running head** and **page number** at the top.

Running head: THE EFFECTS OF BULLYING ON FIFTH GRADE STUDENT'S GRADES   1

The Effects of Bullying on Fifth Grade Student's Grades:
A Review
John Smith
Ozarks Technical Community College

- The **running head** and **page number** go in the **header** of the title page, and every page after that, with the **page number at the top right of the page** and **the running head at the top left of the page**.
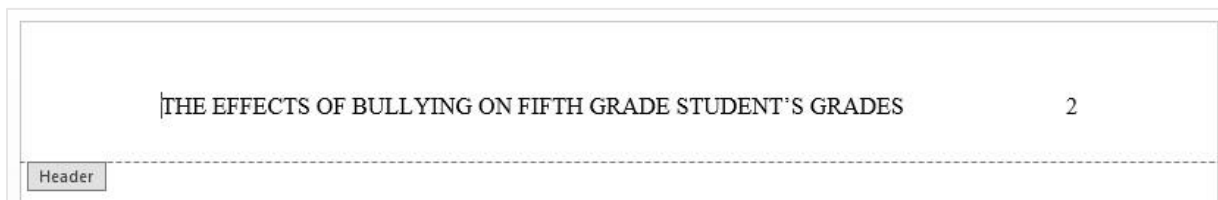
What is APA Style?

What is a running head?

- A **running head** goes at the very top left of every page in your paper. It is the title of your paper, carried over. The running head **is in all caps**, and should contain **no more than 50 characters** including spaces and punctuation. The running head on **your first page should have the words "Running head" before the title**, but the running head **on every page after that should have** *just* the title.
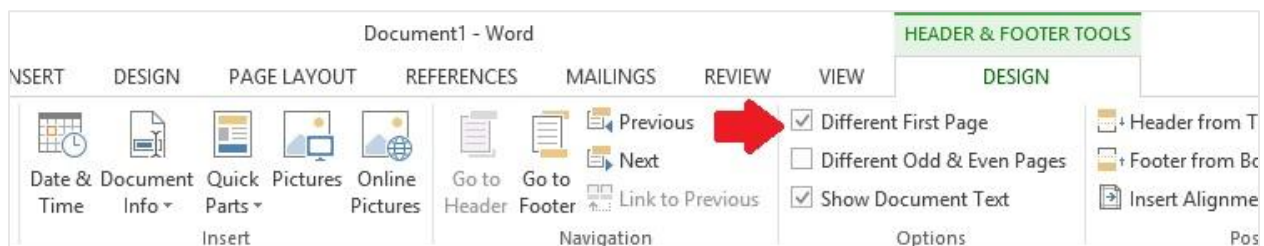
Page 1:

> Running head: THE EFFECTS OF BULLYING ON FIFTH GRADE STUDENT'S GRADES   1
>
> Header

Page 2 onwards:

> THE EFFECTS OF BULLYING ON FIFTH GRADE STUDENT'S GRADES   2
>
> Header

- The running head on the first page is different from the rest of the paper. **To set this up in Microsoft Word, you can to double-click on the Header of your paper, select the Design tab, and check the box marked Different First Page.** Then you can edit the header of your first page separate from the rest of the paper.

Do I title my source page "Works Cited", "References" or "Bibliography"?

- **References.** Your list of references should be on a separate page, double spaced, with hanging indents. For info on APA citations, check out our **APA Citation Guide.**

Need some help with APA?
Go to otc.edu/library & look for the **Ask A Librarian** button:

QUESTIONS? ASK A LIBRARIAN!

Or contact the **OTC Writing Center** at writingcenter@otc.edu
or 417-447-8235.