ASA DOCUMENTATION STYLE

ASA Documentation Style is a method for listing the sources you use so that your readers can identify and find those sources. It is commonly used in the social sciences, especially sociology. You can use the formulas and examples below as templates for your own citations.

THE ASA STYLE GUIDE

The Style Guide is available in the library’s Reference collection, near the computers. Its call number is: REF HM 569 .A54 2007. It is a small book and very easy to overlook.

CITING SOURCES IN THE BODY OF YOUR PAPER [Page 45]

Cite entire works within your paper with parenthetical author-date references (Foster 2003), but if you are using direct quotations with “quotation marks” then use author-date:page number references (Foster 2003:311). These citations will correspond to sources listed alphabetically by author at the end of your paper in a References section. Sources without an author are listed by their title.

CITING BOOKS [Page 47]

One Author:
Lastname, Firstname I. Year of Publication. Title of Book. Place of Publication: Publisher.

Two Authors:

No Author:
Title of Book. Year of Publication. Place of Publication: Publisher.

Corporate Author:
Company. Year of Publication. Title of Book. Place of Publication: Publisher.

CITING ARTICLES FROM PRINT JOURNALS [Page 48]

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CITING ARTICLES FROM PRINT NEWSPAPERS & MAGAZINES [Page 102]
Lastname, Firstname I. Year. “Title of Article.” Title of Newspaper, Month Day, pp. x, x.
Guiles, Melinda and Krystal Miller. 1990. “Mazda and Mitsubishi-Chrysler Venture Cut Output,

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American Sociological Association. 1997. “Call for Help: Social Science Knowledge on Race,
Racism, and Race Relations” (ASA Action Alert, October 15). Washington, DC: American

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numbers. Retrieved date-retrieved (URL).
Jacobson, John W., Jane A. Mulick, and Anne A. Schwartz. 1995. “A History of Facilitated
Communication: Science, Pseudoscience, and Antiscience.” American Psychologist

GENERAL ADVICE ABOUT THE REFERENCES PAGE
• The References page should be double-spaced.
• List your references in alphabetical order by the authors’ last names.
• List all authors – unless your work was authored by a committee. Do not use “et al.”
• If your source does not include a date use “N.d.” -- without the quotes -- in place of the date.
• For all cities but New York, list the postal abbreviation of the state, for example, Boston, MA.
• For non-U.S. cities, list the city and the country.