ASA (American Sociological Association) Format

IMPORTANT NOTE: The ASA format requires that the entire document, including references, be double-spaced. This guide has been produced in single-space in order to save space and paper. Please remember that when you produce your own document, all text and references should be double-spaced.

Every scholarly field has its preferred citation format or "style." The ASA style, as presented in this handout, is the accepted format for the field of Sociology. The ASA citation format requires citation within the text rather than endnotes or footnotes. Citation in the text provides information, usually the name of the author and the date of publication, to lead the reader to the accompanying bibliographical entry. Complete information about each source cited in the text is supplied in a list called "References," which is placed at the end of the research paper.

In Text Citations

In the text of a research paper, if the author’s name is part of the narrative, include only the year of publication in the parentheses.

    in another study by Duncan (1959).

    whenever it occurred (Gouldner 1963).

Include page numbers when quoting directly from a work or referring to specific passages. There should be no space after the colon.

    Greenwood (2013:55)

If there are two authors, use both last names:

    (Jones and Springer 2005)

If a document has three authors, cite all three last names in the first citation; thereafter, use et al. in the citation. If a document has more than three authors, use et al. in the first citation and all subsequent citations.
First citation:

(Jones, Springer, and Greenwood 2009)

Later:

(Jones et al. 2009)

Separate a series of references with semicolons:

As multiple studies have shown (Martin 2010; Smith 2005; Jones 1995)

Quotations and block quotations:

Quotations in text begin and end with quotation marks; the author, date, and/or page numbers follow the end-quote and precede the period:

Wright and Jacobs (1994) found that “the variation in men’s earnings relative to their peers in the labor force was not a reliable predictor of men’s…flight from feminizing occupations” (p. 531).

Or

One study found that “the variation in men’s earnings relative to their peers in the labor force was not a reliable predictor of men’s flight from feminizing occupations” (Wright and Jacobs 1994:531).

Block quotations are set off in a separate, indented paragraph and should be used for longer quotations (generally, 50 words or more). Do not use quotation marks in block quotations.

As stated by Wright and Jacobs (1994):

The variation in men’s earnings relative to their peers in the labor force was not a reliable predictor of men’s attrition. This finding is inconsistent with the prediction that declines in earnings are responsible for male flight from feminizing occupations. (P. 531)

References

- List all references in alphabetical order.
- The Reference List should be double-spaced.
- Arrange references for the same single author by date of publication—earliest to latest.
- Distinguish references for the same single author with the same publication year by using 1982a, 1982b, etc.

Books:

Single author:

Two authors:


Three or more authors:


Editor as author:


Chapter in a book:


Ebooks retrieved from a database:


Encyclopedia or Handbook article:


Journal articles:


Journal article retrieved from a database:

Cite the same as the print unless a DOI (Digital Object Identifier) is available for the article, then include the DOI.


Magazine and Newspaper Articles:

Articles in print and articles retrieved through a library database are cited the same.


For newspaper and magazine articles retrieve from web sites, add the retrieval date and URL


**Book reviews:**


**Dissertations:**

Dissertation retrieved from Proquest Dissertations and Theses:


**Videos:**


**Web sites:**

If you know the physical location of the organization, include the location. List the organization as the author followed by the date.

In the text cite as (ASA 2006)

In the reference list:


If the physical location is unknown:

In the text cites as (IBM 2009)

In the reference list:

**Blogs:**

In the text cite as (Harrington 2010)

In the reference list:


**E-mails:**

References to e-mails (and other personal communications) should be entered as part of the text and then cited in a footnote or endnote, not in the reference list. Obtain the sender’s permission and DO NOT include the email address.

Text: In an e-mail message to the author, Jones indicated that he was leaving the university.


Many examples and explanations in this guide were taken from:


This guide is available in the Reference Room on the first floor of the library Call number: Ref. 808.0663 Am35a.