Texas A&M University
West Campus Business Library

Citation Guide for Business Students

APA Style

Updated August 2010
# Citation Guide for Business Students
## APA Style

## Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table of Contents</td>
<td>i</td>
</tr>
<tr>
<td>Acknowledgements</td>
<td>x</td>
</tr>
</tbody>
</table>

## A. Introduction

1. About this Guide                                                   | 1    |
2. Purpose of Citations                                                | 1    |
3. What to Cite                                                        | 1    |
4. Types of Citations                                                 | 1    |
5. In-Text Citation Rules                                             | 2    |
6. Reference List Rules (General)                                      | 4    |

## B. Examples of Reference List Citations

1. Advertisements                                                      | 7    |
   a. Newspaper, Magazine, etc. Advertisements                          |
   b. Television Advertisements                                         |
2. Analyst Reports                                                     | 7    |
   a. Signed                                                           |
   b. Un-Signed                                                        |
3. Annual Reports                                                      | 7    |
   a. Printed                                                          |
   b. Online                                                           |
4. Articles                                                            | 8    |
   a. Article in Journal                                               |
   b. Article in Magazine                                              |
   c. Article in Newspaper                                             |
5. Blogs                                                               | 8    |
6. Books                                                               | 8    |
   a. Single Author                                                    |
   b. Two Authors                                                      |
   c. Three to Six Authors                                             |
   d. More Than Six Authors                                            |
   e. Editor or Compiler as Author                                     |
   f. Edition Other Than First                                         |
   g. No Author                                                        |
   h. Multivolume Works                                               |
### Citation Guide for Business Students
#### APA Style

1. Chapters or Other Titled Parts of a Book
2. Online Books

3. Case Study

4. Conference Papers / Proceedings
   - Conference Paper in Proceedings
   - Proceeding

5. Databases

6. Electronic Mail

7. Films / Movies
   - Basic Format
   - International or National Motion Picture Release
   - Limited Availability Motion Picture / Video Release
   - Television Broadcast
   - Television Series
   - Television Series Episode

8. Focus Group Research

9. Government Documents

10. Interviews
   - In-Person
   - Phone

11. Legal Cases
    - U.S. Supreme Court Decisions
    - Lower Federal Court Decisions
    - Federal Statute
    - Congressional Hearing
    - Congressional Bill or Resolution

12. Observational Research

13. Podcast (Webcast)

14. Press Release
   - Print
   - On the Web

15. SEC Filing
20. Survey Research ......................................................... 16
21. Video Webcast ............................................................. 16
22. Web Site/Web Page ....................................................... 16
23. Working Papers ............................................................ 17
   a. Print
   b. Online
C. Examples from Subscribed & Access-Free Library Databases
   1. ABI/Inform Complete .................................................. 18
   2. ABI/Inform Trade & Industry ....................................... 18
   3. Academic Search Complete .......................................... 18
   4. Academy of Management Proceedings ........................... 18
   5. Accounting & Tax ...................................................... 19
   6. Accounting Research Manager (ARM) ........................... 19
   7. ACM Digital Library .................................................. 20
   8. AdCritic ................................................................. 20
   9. Ad$spender ............................................................... 20
  10. Advertising Red Books ............................................... 20
  11. American Banker ....................................................... 20
  12. American City Business Journals .................................. 20
  13. American Factfinder .................................................. 21
  15. Asian Business and Reference ...................................... 21
  16. Associations Unlimited ............................................... 21
# Citation Guide for Business Students

## APA Style

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>17</td>
<td>Balance of Payment Statistics</td>
<td>21</td>
</tr>
<tr>
<td>18</td>
<td>Banking Information Source</td>
<td>21</td>
</tr>
<tr>
<td>19</td>
<td>BizMiner</td>
<td>21</td>
</tr>
<tr>
<td>20</td>
<td>Bloomberg</td>
<td>22</td>
</tr>
<tr>
<td>21</td>
<td>Board Analyst</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td>a. Governance Practice Highlights</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. Articles of Incorporation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>c. Bylaws</td>
<td></td>
</tr>
<tr>
<td></td>
<td>d. Governance Policy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>e. Ethics Policy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>f. Company Officer Profile</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Business &amp; Company Resource Center</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td>a. Company Profile</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. Company SEC Filing</td>
<td></td>
</tr>
<tr>
<td></td>
<td>c. Company Investment Report</td>
<td></td>
</tr>
<tr>
<td></td>
<td>d. Industry Report</td>
<td></td>
</tr>
<tr>
<td></td>
<td>e. Industry Market Share Listing</td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Business &amp; Industry</td>
<td>23</td>
</tr>
<tr>
<td>24</td>
<td>Business Monitor Online</td>
<td>23</td>
</tr>
<tr>
<td>25</td>
<td>Business Source Complete</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td>a. Article</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b. Company Report</td>
<td></td>
</tr>
<tr>
<td></td>
<td>c. Country Profile</td>
<td></td>
</tr>
<tr>
<td></td>
<td>d. Industry Report</td>
<td></td>
</tr>
<tr>
<td></td>
<td>e. SWOT Analysis</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Campus Research</td>
<td>24</td>
</tr>
<tr>
<td>27</td>
<td>Canadian Business &amp; Current Events</td>
<td>25</td>
</tr>
<tr>
<td>28</td>
<td>Capital Changes Reporter</td>
<td>25</td>
</tr>
<tr>
<td>29</td>
<td>Chicago Fed Letter</td>
<td>25</td>
</tr>
<tr>
<td>30</td>
<td>China Data Online</td>
<td>25</td>
</tr>
<tr>
<td>31</td>
<td>Compact D SEC / Global Researcher SEC</td>
<td>25</td>
</tr>
</tbody>
</table>
Citation Guide for Business Students
APA Style

32. Compact D Worldscope / Global Researcher Worldscope …….. 25
33. Computer & Info Systems .................................................. 25
34. Computer Source ............................................................. 26
35. Conference Board Research .............................................. 26
36. CultureGrams ................................................................. 26
37. Datastream ................................................................. 26
38. Direction of Trade Statistics .............................................. 26
39. Doing Business ............................................................ 26
40. EconLit ................................................................. 26
41. Economatica ................................................................. 27
42. Economic Census .......................................................... 27
43. Economist Intelligence Unit (EIU) ...................................... 27
44. EDGAR Online ............................................................ 27
45. eMarketer ................................................................. 28
46. Emerald ManagementXtra ............................................. 28
47. Entrepreneurship .......................................................... 28
48. ERIC ................................................................. 28
49. European Business ......................................................... 28
50. Factiva ................................................................. 28
51. FAOstat ................................................................. 28
52. Faulkner’s Advisory on Computer and Communications
   Technologies (FACCTS) .................................................. 29
   a. Company Profile
   b. Company Timeline

v
Citation Guide for Business Students
APA Style

c. Market Report
d. Technology Tutorial

53. Galante’s Venture Capital & Private Equity Directory .......... 29

54. Gartner Research .......................................................... 29
   a. Hype Cycle Report
   b. Magic Quadrant Report
   c. General Report

55. GlobalComms ............................................................... 30

56. Global Marketing Information Database (GMID) ............... 30
   a. Statistical Data Set
   b. Country Factfile
   c. Company Profile

57. GuideStar ................................................................. 30

58. Health Management ..................................................... 31

59. Historical Annual Reports ............................................. 31

60. Hoovers Premium ......................................................... 31

61. Hospitality and Tourism Index ...................................... 31

62. Human Resources Abstracts ......................................... 31

63. IBISWorld ................................................................. 32

64. IEEE Xplore .............................................................. 32

65. International Abstracts in Operations Research .................. 32

66. International Central Bank List ..................................... 32

67. International Financial Statistics ................................. 33

68. International Statistical Agencies List ............................ 33

69. International Trade Statistics ........................................ 33

70. Investext – Thomson Reuters ......................................... 33
Citation Guide for Business Students
APA Style

71. Leadership Library .................................................. 33
72. Lexis-Nexis Academic ............................................. 33
73. Lexis-Nexis Statistical ............................................. 33
74. Making of the Modern World ................................. 34
75. Management & Organizational Studies ..................... 34
76. Market Insight ....................................................... 34
77. MarketResearch.com Academic ............................... 34
78. Marquis’ Who’s Who .............................................. 35
79. Media Metrix .......................................................... 35
80. Mental Measurements Yearbook ............................... 35
81. Mergent Horizon ..................................................... 35
82. Mergent Online ....................................................... 35
   a. Company Report
   b. Industry Report
83. MintGlobal ............................................................. 36
   a. News
   b. Company Profile
   c. Market Research
   d. Director Profile
84. Morningstar Document Research (formerly 10K Wizard) .... 36
85. Morningstar .......................................................... 36
   a. Fund Report
   b. Stock Report
86. National Trade Databank ......................................... 36
87. NetAdvantage ......................................................... 37
   a. Industry Report
   b. Stock Report
   c. Mutual Fund Report
Citation Guide for Business Students
APA Style

88. New York Stock Exchange Fasts & Figures ......................... 37

89. Orbis ................................................................. 37
   a. Company Profile
   b. Peer Report
   c. Subsidiaries Report
   d. Institutional Shareholders Report
   e. Board Members & Officers Report

90. OxResearch ....................................................... 38

91. Plunkett Research Online ............................................. 38
   a. Industry Trends Report
   b. Industry Statistics Report

92. Portals to the World ................................................ 38

93. ProductScan ........................................................ 38

94. PsycArticles ........................................................ 38

95. PsycBooks .......................................................... 39

96. PsycInfo .............................................................. 39

97. Psychology and Behavioral Sciences .............................. 39

98. ReferenceUSA ....................................................... 39

99. Research Insight / Global Vantage ............................... 39

100. RIA Checkpoint .................................................. 40

101. SDC Platinum – Mergers & Acquisitions / Joint Ventures .... 40

102. Simmons Choices II/3 .......................................... 40

103. SnapShot Reports ................................................ 41

104. Source OECD / OECD Main Economic Indicators .......... 41

105. Southwest Economy .............................................. 41

106. Sports Business Research Network (SBRnet) ................. 41
Citation Guide for Business Students
APA Style

107. STAT-USA ................................................................. 41
108. Stratfor ................................................................. 42
109. Tablebase ............................................................... 42
110. Tax and Accounting Center (BNA Tax Management Portfolios) 42
111. Tax Research Network ............................................... 42
112. Tests in Print .......................................................... 42
113. ThomasNet ............................................................ 43
114. Thomson ONE Banker ............................................... 43
115. Trade Policy Reviews ............................................... 43
116. UNComtrade .......................................................... 43
117. Uniworld Directories ................................................. 43
118. USPTO Patent Reference Database .............................. 44
119. USPTO Trademark Reference Database ......................... 44
120. ValueLine .............................................................. 44
121. Wilson Business Full-Text ......................................... 44
122. World Development Indicators .................................... 44
123. World Stock & Commodity Exchanges List ..................... 45

Reference List .................................................................. 46
Acknowledgements

This publication has drawn from many sources providing information on the APA Style. Please see the reference list at the end of this document for specific sources.

A special acknowledgement must be given to the Harvard Business School, from which the structure of this guide was borrowed.
A. Introduction

1. About this Guide

This Citation Guide is based on the Publication Manual of the American Psychological Association (APA) 6th Ed published 2010.

2. Purpose of Citations

Within the scholarly / academic environment, there are three primary reasons to include citations in your research papers:

- To give credit to the author(s) of the source materials you used when writing your research paper.
- To enable the readers of your research paper the ability to follow up on the source materials you used.
- To demonstrate that your research paper is well-researched.

“Failure to give credit to the words and ideas of an original author is plagiarism. Most people do not intend to commit plagiarism but may do so inadvertently because they are in a hurry or because of sloppy work habits.” (APA, 2001)

3. What to Cite

“You should cite all direct quotations, paraphrased factual statements, and borrowed ideas. The only items that do not need to be cited are facts that seem to be common knowledge, such as the date of the stock market crash. However, if you present facts in someone else’s words, you should cite the source of those words.” (HBS, 2007)

Every source cited in your text – and only those sources – are given in the Reference List.

4. Types of Citations

In APA style there are two types of citations that must be used in a research paper, each with its own syntax rules.

- The first type is the In-Text Citation (often called the parenthetical citation), which appears in the body of the paper where the material from the source is used. The citation information provided here is limited and leads the reader to the complete-citation found in the Reference List.

- The second type is the Reference List entry, which contains the complete citation for all sources used in the body of the paper.
Citation Guide for Business Students
APA Style

5. In-Text Citation Rules

- **No Author** – If the author of the source is unknown, use the first few words of the Reference List entry (usually the title). For example: (“Study Finds,” 1992).

- **Three to Five Authors** – If there are 3-5 authors for the source, list all authors in the first Text Citation and use the lead-author *et al.* notation in all subsequent Text Citations. For example: (Andrews, Smith, Baker, Jones, & Charles, 2003) for first use; (Andrews et al., 2003) all subsequent uses.

- **Six or more Authors** – If there are six or more authors use the lead-author *et al.* notation in all citations.

- **Corporate Author** – If the group is readily identifiable by its acronym, spell it out the first time and include the acronym in square-brackets, then use the acronym for all subsequent citations. For example: (National Science Foundation [NSF], 2005) for first use; (NSF, 2005) all subsequent uses.

- You must always provide page numbers for a citation after the use of quotations. For example: “… of the resulting study” (Smith, 2005, p. 13); or Smith found “… of the resulting study” (2005, p. 13).

- If the same resource is cited again in the same paragraph, the year may be omitted. For example: (Jones et al., 2006, p. 67) and then (Jones et al., p.68).

- When quoting electronic documents without page numbers, cite paragraph numbers (if given) after the the abbreviation *para.* For example: (Baker, 2006, para. 4). If there are no paragraph numbers in the document, cite the nearest preceding section heading and count the paragraphs from there. For example: (Baker, 2006, Analysis section, para. 7).

- Use an ampersand (&) in the Reference List and parenthetical citations only. Use the word “and” for an in-text reference. For example: “Blake and Fry (2001) explained…” or (Blake & Fry, 2001).

- If there are two or more citations that shorten to the same lead-author and date, give as many additional names as needed to identify them. For example: (Smith, Jones, et al., 1999) and (Smith, Burt, et al., 1999).
<table>
<thead>
<tr>
<th>Type of Citation</th>
<th>1st Citation in text</th>
<th>Subsequent citations in text</th>
<th>Parenthetical format, 1st citation in text</th>
<th>Parenthetical format, subsequent citations in text</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 Author</strong></td>
<td>Smith (2007)</td>
<td>Smith (2007)</td>
<td>(Smith, 2007)</td>
<td>(Smith, 2007)</td>
</tr>
<tr>
<td><strong>3 Authors</strong></td>
<td>Smith, Jones, and Brown (2009)</td>
<td>Smith et al. (2009)</td>
<td>(Smith, Jones &amp; Brown, 2009)</td>
<td>(Smith et al., 2009)</td>
</tr>
<tr>
<td><strong>4 Authors</strong></td>
<td>Smith, Jones, Brown and Blue (2010)</td>
<td>Smith et al. (2010)</td>
<td>(Smith, Jones, Brown &amp; Blue, 2010)</td>
<td>(Smith et al., 2010)</td>
</tr>
<tr>
<td><strong>5 Authors</strong></td>
<td>Smith, Jones, Brown, Blue and Black (2011)</td>
<td>Smith et al. (2011)</td>
<td>(Smith, Jones, Brown, Blue &amp; Black, 2011)</td>
<td>(Smith et al., 2011)</td>
</tr>
<tr>
<td>&gt;5 Authors</td>
<td>Smith et al. (2012)</td>
<td>Smith et al. (2012)</td>
<td>(Smith et al., 2012)</td>
<td>(Smith et al., 2012)</td>
</tr>
</tbody>
</table>
6. Reference List Rules (General)

- Reference Lists use a hanging indent format.

- The following abbreviations are commonly used:
  - ed. (edition)
  - Rev. ed. (revised edition)
  - Ed. or Eds. (editor or editors)
  - n.d. (no date)
  - No. (number)
  - p. or pp. (page or pages)
  - Pt. (part)
  - Suppl. (supplement)
  - Tech. Rep. (technical report)
  - Trans. (translator(s))
  - Vol. (volume, as in Vol. 2)
  - vols. (volumes, as in vols. 1-4)

- List references in alphabetical order based on the first-author name. When there are multiple sources by the same author, list the references by date, with the most recent last. For example: Smith, M (2007)… comes before Smith, M (2008)...
  - If Smith has two publications in the same year, append a lowercase alphabetic character (starting with “a”) to the year. For Example: Smith, M (2008a)… followed by Smith, M (2008b)…

- Use prefixes if they are commonly part of the author’s surname. For example: de Chardin comes before Decker, and MacGill comes before McGill. However, do not use von as a prefix. For example: Helmholtz, H. F. von.
  - Disregard apostrophes, spaces, and capitals in alphabetizing references. For example: D’Arcy comes after Daagwood, and Decker comes after de Chardin.
  - Single author references come before references with multiple authors. For example: Walter, 2007 comes before Walter, et al. 2007.
  - Alphabetize corporate authors by the first significant word (e.g. skip A, An, The, etc.). Do not use the abbreviation of a corporate name for alphabetizing purposes.

- With two to seven authors, use an ampersand (&) before the last author. For example:
Citation Guide for Business Students
APA Style


- When there are eight or more authors, include the first six authors’ names, then insert three ellipsis points (…), and add the last author’s name. For example:


- If the reference list includes different authors with the same surname and first initial, the authors’ full first names may be given in brackets. For example:

Author, A. [Alfonzo]. (2010)……
Author, A. [Alfred]. (2011)……

- If the author’s first name is hyphenated, retain the hyphen and include a period after each initial. For example:

Bardot, J.-P. for Jean-Paul Bardot

- If authors are listed with the word with, include them in the reference in parentheses. For example:

Author, A. (with Author, B.). (2009)….

- In a reference to a work with no author, move the title to the author position (i.e. before the date of publication). For example:

Aviation. (n.d.). In Merriam-Webster’s online dictionary (10th ed.). Retrieved from …

- In a reference to an edited book, place the editors’ names in the author position, and enclose the abbreviation Ed. or Eds. In parentheses after the last editor’s name. For example:

Editor, A. & Editor, B. (Eds.). Book title. Location: publisher.

- In a reference to a chapter in an edited book, the book editors’ names should not be inverted and should be preceded by the word In. For example:

The titles of all references must be entered in the “sentence cap” style regardless of how they appear in the original work. The sentence cap style requires that all words be in lowercase except for a) the first word, b) the first word after a colon, and c) proper nouns. For example: the book “In Search of Excellence” is entered as “In search of excellence.”

- Article titles are not placed in quotes in the reference list.
- Italicize the names of books, journals, working and conference papers, dissertations, and similar works.

- Document Object Identifiers (DOIs) that has been adopted by many publishers to provide a means of persistent identification of digital works or copies. It is now standard to provide the DOI of a reference, if one has been assigned to the content.
  - The format for the DOI in a reference is: doi:xxxxxxxxxx
  - Do not end the DOI with a period as it may be confused as part of the DOI.
  - When a DOI is used, no further retrieval information is needed to identify or locate the content.
B. Examples of Reference List Citations

1. Advertisements
   
   a. Newspaper, Magazine, etc. Advertisements
      
      
   b. Television Advertisements
      
      Suddenlink Corp. (2008, April 17, 8:30 pm). “Storm” [Television advertisement].

2. Analyst Reports
   
   a. Signed (on the Web)
      
      
   b. Unsigned (on the Web)
      

3. Annual Report
   
   a. Print Version
      
      
   b. Online
      
4. Articles

a. Article in Journal

**One Author**


**Two to Six Authors**


b. Article in Magazine


c. Article in Newspaper

**With Author**


**No Author**


5. Blogs


6. Books

a. Single Author

Citation Guide for Business Students
APA Style

b. Two Authors


c. Three to Seven Authors


d. 8 or More Authors


e. Editor or Compiler as Author


f. Edition Other Than First


g. No Author


h. Multivolume Works


i. Chapters or Other Titled Parts of a Book

j. Online Books

**Note:** Online books within the ebrary, netLibrary and Safari Tech Books Online databases, do not have a doi.


7. Case Study


8. Conference Papers / Proceedings

a. Conference Paper in Proceedings


b. Proceedings


9. Databases

For examples of how to cite information / material obtained from commercial databases available from the Texas A&M University Libraries, and specifically through the West Campus Business Library, see Sections C, D and E of this document.
10. Electronic Mail

E-mails are not included in the list of references. However, you must include an In-Text Citation based on the following example:

(M. Dell, personal communication, April 15, 2008)

11. Films / Movies / TV

a. Basic Format

ProducerName, P. P. (Producer), & DirectorName, D. D. (Director). (Date of publication). Title of work [Type of work]. Country of origin: Studio or distributor.

b. International or National Motion Picture Release


c. Limited Availability Motion Picture / Video Release


d. Television Broadcast


e. Television Series


f. Television Series Episode

12. Focus Group Research

Format

*Name-or-topic-of-focus-group*. (Date-of-focus-group). [Focus group].
Location-of-focus-group. **Participants:** Names-of-participants-in-alphabetical-order.

Example


13. Government Documents


14. Interviews

a. **In-Person**

Format

Interviewee’s-name. (date(s)-of-interview). [Interview]. Interviewee’s-title, Interviewee’s-company-affiliation.

Example


b. **Phone**


15. Legal Cases

a. **U.S. Supreme Court Decision**

Basic Form

Name v. Name. Volume-number U.S. Page-number. (Year)
Example


b. Lower Federal Court Decision

Basic Form

Name v. Name. Volume-number Reporter-abbreviation Page-number (Court-name).

Example

Flibotte v. Pennsylvania Truck Lines, Inc. 131 F. 3d 21 (1st Cir. 1997).

c. Federal Statute

Basic Forms

Name-of-Act § Section-number, Volume-number U.S.C. § Section-number (Year).


Examples


d. Congressional Hearing

Basic Form

Title-of-hearing. Number-of-Congress Cong., Number-of-Session Sess., Page-number (year) (testimony of Name-of-witness)

Example

Ru 486: The import ban and its effect on medical research: Hearings before the Subcommittee on Regulation, Business Opportunities,
Citation Guide for Business Students
APA Style


e. Congressional Bill or Resolution

Basic Form

Title, Bill-or-Resolution-number, Number-of-Congress Cong., Number-of-session Sess. (Year).

Example


16. Observational Research

Format

Name-or-topic-of-research. (Date(s)-of-observation). [Observation research]. Location(s)-of-observation.

Example

Laundry detergent purchases. (2008, April 1-10). [Observation research]. Bryan / College Station, Texas. Albertson’s (615 University Dr.); HEB (1900 Texas Ave.); Kroger (3835 Longmire).

17. Podcast

Format


Example

18. Press Release

a. Printed

Format


Example


b. On the Web

Format


Example


19. SEC Filing

Format

Company name. (date of submission). Form number. Retrieved from web-page-URL-or-database.

Examples


20. Survey Research

Note: Each survey used in the research requires an appendix that summarizes the information collected by the survey, including the demographic profile of the respondents, as well as a copy of the survey or coverage of the questions asked by the survey.

Format

Survey title. (Date(s) of survey). [Survey]. Location(s) of survey. See Appendix __ for full details.

Example


21. Video Webcast

Format

Author. (Date-of-‘cast). Name-of-‘cast. [Video webcast]. Retrieved from URL-of-‘cast.

Example


22. Web Sites / Web Page

a. With no Author or Date


b. Corporate Author

23. Working Papers

a. (Printed)


b. (Online)

Citation Guide for Business Students  
APA Style

C. Examples of Data / Reports from Subscribed & Access-Free Library Databases

1. ABI/Inform Complete

Article with DOI

Article without DOI

2. ABI/Inform Trade & Industry


3. Academic Search Complete

Article with DOI

Article without DOI

4. Academy of Management Proceedings

Use the Conference Papers / Proceedings format as the primary template for these citations. You will have to access the publishers website (the link is on the initial page of the resource) to get the full name of the conference.
Citation Guide for Business Students

APA Style


5. Accounting & Tax

Article with DOI

Article without DOI

6. Accounting Research Manager (ARM)


Citation Guide for Business Students
APA Style


7. ACM Digital Library


8. AdCritic


9. Ad$perator


10. Advertising Red Books


11. American Banker


12. American City Business Journals

13. American Factfinder

Treat this resource as a Web Site / Web Page. The URL for American Factfinder, from the U.S. Census Bureau, is http://factfinder.census.gov.

14. Applied Science and Technology


15. Asian Business and Reference


16. Associations Unlimited


17. Balance of Payment Statistics

With databases such as Balance of Payment Statistics, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.


18. Banking Information Source


19. BizMiner

20. Bloomberg


21. Board Analyst

a. Governance Practice Highlights


b. Articles of Incorporation


c. Bylaws


d. Governance Policy


e. Ethics Policy


f. Company Officer Profile


22. Business & Company Resource Center

a. Company Profile

C. Company SEC Filing


d. Company Investment Report


e. Industry Report


f. Industry Market Share Listing


23. Business & Industry


24. Business Monitor Online

25. Business Source Complete

a. Article

Article with DOI

Article without DOI

b. Company Report


c. Country Profile


d. Industry Report


e. SWOT Analysis


26. Campus Research

27. Canadian Business & Current Affairs


28. Capital Changes Reporter


29. Chicago Fed Letter


30. China Data Online


31. Compact D SEC


32. Compact D Worldscope


33. Computer & Info Systems

[Caution: The Computer + Info Systems database is only an index. If you retrieved an article by using the “Find Text @ TAMU” button, you ultimately retrieved your article from another of our full-text databases. Check your hardcopy.]
34. Computer Source


35. Conference Board Research


36. CultureGrams


37. Datastream


38. Direction of Trade Statistics

With databases such as the Direction of Trade Statistics, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.


39. Doing Business in …


40. EconLit

[Caution: The EconLit database is only an index. If you retrieved an article by using the “Find Text @ TAMU” button, you ultimately retrieved your article from another of our full-text databases. Check your hardcopy.]
41. Economatica


42. Economic Census


43. Economist Intelligence Unit (EIU)

   a. Country Profile


   b. Country Report


   c. Country Data / Market-Indicators & Forecasts

      This portion of the EIU database, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.


   d. Economist.com


44. EDGAR Online

Citation Guide for Business Students
APA Style

45. eMarketer


46. Emerald ManagementXtra


47. Entrepreneurship


48. ERIC


49. European Business


50. Factiva


Let them go bust: The auto companies today no more deserve a federal bailout than did the steel companies in the 1980’s, argues Duquesne Professor James B. Burnham. (2008, November 23). Pittsburgh Post-Gazette. Retrieved from the Factiva database.

51. FAOSTAT

With databases such as FAOSTAT, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.
Citation Guide for Business Students  
APA Style


52. Faulkner’s Advisory on Computer and Communications Technologies (FACCTS)

   a. **Company Profile**


   b. **Company Timeline**


   c. **Market Report**


   d. **Technology Tutorial**


53. Galante’s Venture Capital & Private Equity Directory


54. Gartner Research

   a. **Hype Cycle Report**

Citation Guide for Business Students
APA Style

b. Magic Quadrant Report


c. General Report


55. GlobalComms


56. Global Marketing Information Database (GMID)

a. Statistical Data Set


b. Country Factfile


c. Company Profile


57. Guidestar

a. Organization Profile

b. Form 990


58. Health Management


59. Historical Annual Reports


60. Hoovers Premium


61. Hospitality and Tourism Index

**Article with DOI**


**Article without DOI**


62. Human Resources Abstracts

*[Caution: Many of the articles in the Human Resources Abstracts database are only an index listing. If you retrieved an article by using the “Find Text @ TAMU” button, you ultimately retrieved your article from another of our full-text databases. Check your hardcopy.]*
Citation Guide for Business Students
APA Style

Article with DOI

Article without DOI

63. IBISWorld

64. IEEE Xplore

Article with DOI

Article without DOI

65. International Abstracts in Operations Research

[Caution: This database is only an index. If you retrieved an article by using the “Find Text @ TAMU” button, you ultimately retrieved your article from another of our full-text databases. Check your hardcopy.]

66. International Central Bank List

This resource is simple a list of Internet links. Use the Web Site / Web Page format to cite information gathered from the site that you ultimately visit.
Citation Guide for Business Students
APA Style

67. International Financial Statistics


68. International Statistical Agencies List

This resource is simply a list of Internet links. Use the Web Site / Web Page format to cite information gathered from the site that you ultimately visit.

69. International Trade Statistics


70. Investext – Thomson Reuters


71. Leadership Library


72. LexisNexis Academic


73. Lexis-Nexis Statistical

[Caution: The Lexis-Nexis Statistical database is only an index to a microform collection. You ultimately retrieved your information from another source. Use that source’s information for your citation.]
74. Making of the Modern World


75. Management & Organizational Studies: A SAGE Full-Text Collection

**Article with DOI**


**Article without DOI**


76. Market Insight


77. MarketResearch.com Academic


Citation Guide for Business Students
APA Style

78. Marquis’ Who’s Who


79. Media Metrix

With databases such as Media Metrix, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.


80. Mental Measurements Yearbook


81. Mergent Horizon


82. Mergent Online

a. Company Report


b. Industry Survey

83. MintGlobal

a. News


b. Company Profile


c. Market Research


d. Director Profile


84. Morningstar Document Research (formerly 10K Wizard)

(forthcoming)

85. Morningstar Library Edition

a. Fund Report


b. Stock Report


86. National Trade Databank

Citation Guide for Business Students
APA Style

87. NetAdvantage

a. Industry Report


b. Stock Report


c. Mutual Fund Report


88. New York Stock Exchange Fasts & Figures


89. Orbis

a. Company Profile


b. Peer Report


c. Subsidiaries Report

d. Institutional Shareholders Report


e. Board Members & Officers Report


90. OxResearch


91. Plunkett Research Online

a. Industry Trends Report


b. Industry Statistics Report


92. Portals to the World

Treat this resource as a Web Site / Web Page. The URL for Portals to the World, from the Library of Congress, is http://www.loc.gov/rr/international/portals.html

93. ProductScan


94. PsycArticles

Article with DOI

Citation Guide for Business Students
APA Style

Article without DOI

95. PsycBooks

[Note: This is a chapter within a book.]

96. PsycInfo

[Note: This is a chapter within a book.]

97. Psychology and Behavioral Sciences

98. ReferenceUSA

99. Research Insight / Global Vantage
With databases such as Research Insight and Global Vantage, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.

Citation Guide for Business Students
APA Style


100. RIA Checkpoint


101. SDC Platinum – Mergers & Acquisition / Joint Ventures


102. Simmons Choices II/3

With databases such as Simmons Choices II/3, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.

Citation Guide for Business Students
APA Style


103. SnapShot Reports


104. Source OECD / OECD Main Economic Indicators


105. Southwest Economy


106. Sports Business Research Network (SBRnet)

With databases such as SBRnet, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.


107. STAT-USA

Citation Guide for Business Students
APA Style


108. *Stratfor*


109. *Tablebase*


110. *Tax and Accounting Center (BNA Tax Management Portfolios)*

(forthcoming)

111. *Tax Research Network* [CCH, Inc.]


112. *Tests in Print*

113. **ThomasNet**

   Treat this resource as a Web Site / Web Page. The URL for ThomasNet is http://www.thomasnet.com/

114. **Thomson ONE Banker**


115. **Trade Policy Reviews**


116. **Uncomtrade**


   **Note:** Title derived from query input.

117. **Uniworld Directories**

   With databases such as this, which display results as a result of a query, the title of the document must be created from elements of the query.

Citation Guide for Business Students
APA Style

Operating in Foreign Countries Directory portion of the Uniworld database.


118. **USPTO Patent Reference Database**


119. **USPTO Trademark Reference Database**


120. **ValueLine**


121. **Wilson Business Full-Text**


122. **World Development Indicators**

With databases such as World Development Indicators, which display results in a spreadsheet format as a result of a query, the title of the document must be created from elements of the query.

123. World Stock & Commodity Exchanges List

This resource is simple a list of Internet links. Use the Web Site / Web Page format to cite information gathered from the site that you ultimately visit.
References


