

APA – OWL at Purdue Scavenger Hunt  
Answer the questions by accessing  
<https://owl.english.purdue.edu/owl/resource/560/1/>



Use the **NEXT RESOURCE** arrow at the **bottom** of the OWL page to move through this scavenger hunt.

not be published,  
editions of fair use

1. What are the four major paper sections?
2. What should the header of the title page look like?
3. What does APA stand for?
4. What verb tense does APA require authors to use in single phrases to describe earlier research?  
Write an example using your last name and an appropriate verb \_\_\_\_\_
5. When using APA format, follow the \_\_\_\_\_ - \_\_\_\_\_ method of in-text citation.
6. What three elements must appear in an in-text citation for a source you are quoting? (Make a model if you need to)
7. What two elements must appear in an in-text citation for a source you are paraphrasing? (Make a model if you need to)
8. What main difference about the **PLACEMENT** of the in-text citation are you noticing that is different than in MLA? Where are the in-text citations often placed in APA?
9. A long quotation is a quotation of \_\_\_\_\_ words or longer and must be \_\_\_\_\_ one half inch from the left margin on each line of the quote. Also, \_\_\_\_\_ are omitted when using a long quote.
10. How do you cite a work in an in-text citation that has two authors? (Make a model if you need to)
11. How do you cite a work in an in-text citation that has three to five authors – **THE FIRST** time? (Make a model if you need to)
12. How do you cite a work in an in-text citation that has three to five authors – **THE SECOND** time? (Make a model if you need to)
13. How do you cite a **PERSONAL COMMUNICATION** as an in-text citation? (make a model if you need to)

14. Do you put a source that is a personal communication in the references list? \_\_\_\_\_

15. Give two examples of what sources you might use that would be examples of PERSONAL COMMUNICATIONS?

---

16. How do you cite a published source that has NO author? (I recommend trying to find sources WITH authors, by the way, to aid your credibility.) (Make a mode if you need to)

17. If no author or date is given, use the \_\_\_\_\_ in your signal phrase or the first word or two of the \_\_\_\_\_ in the parentheses and use the abbreviation \_\_\_\_\_ (for "no date").

18. When an electronic source lacks page numbers, you should try to include information that will help readers find the passage being cited. When an electronic document has numbered paragraphs, use the abbreviation \_\_\_\_\_ followed by the paragraph number. If the paragraphs are not numbered and the document includes headings, provide the \_\_\_\_\_ and specify the paragraph under that heading. Note that in some electronic sources, like Web pages, people can use the Find function in their browser to locate any \_\_\_\_\_ you cite. MAKE A MODEL of an in-text citation of an electronic source without a numbered paragraph. Yes, you have to count paragraphs.

19. On what page in the APA section in OWL at Purdue website will you find basic rules for the APA References page?



Reference List: Articles in  
Periodicals

20. Go to the tab: **Reference List: Articles in Periodicals** for this question.

APA style dictates that authors are named \_\_\_\_\_ followed by \_\_\_\_\_; publication year goes between parentheses, followed by a period. The title of the article is in \_\_\_\_\_, meaning only the first word and proper nouns in the title are capitalized. The periodical title is run in \_\_\_\_\_ case, and is followed by the \_\_\_\_\_ which, with the title, is also \_\_\_\_\_. If a \_\_\_\_\_ has been assigned to the article that you are using, you should include this after the page numbers for the article. If no DOI has been assigned and you are accessing the periodical online, use the \_\_\_\_\_ of the \_\_\_\_\_ from which you are retrieving the periodical.

21. Go to the tab: **Reference List: Electronic Sources** for this question.

For an online scholarly journal article you retrieve from a database, you should include the \_\_\_\_\_ or Digital Object Identifier in the references page when it is available, as opposed to the URL. DOIs are an attempt to provide stable, \_\_\_\_\_ - \_\_\_\_\_ links for \_\_\_\_\_ articles. They are unique to their documents and consist of a long alphanumeric \_\_\_\_\_. Many-but not all-publishers will provide an article's DOI on the first page of the document.

#### APA Stylistics: Avoiding Bias

22. Go to the tab: **Stylistics: Avoiding Bias** for this next question.

Researchers who use APA often work with a variety of \_\_\_\_\_, some of whom tend to be \_\_\_\_\_ by the use of labels and other \_\_\_\_\_ forms of language. Therefore, APA offers specific recommendations for \_\_\_\_\_ bias in language concerning race, disability, and sexuality.

23. Continue to refer to the **avoiding bias** tab for this next question.

In general, you should call people what they \_\_\_\_\_, especially when dealing with \_\_\_\_\_ and \_\_\_\_\_. But sometimes the common conventions of language inadvertently contain biases towards certain populations - e.g. using "normal" in contrast to someone identified as "disabled." Therefore, you should be aware of how your choice of terminology \_\_\_\_\_ to your reader, particularly if they identify with the population in question.

24. Continue to refer to the **avoiding bias** tab for this next question.

While you should always be clear about the sex \_\_\_\_\_ of your participants (if you conducted an \_\_\_\_\_), so that gender differences are obvious, you should \_\_\_\_\_ use gender terms when they aren't necessary. In other words, you should \_\_\_\_\_ use "he," "his" or "men" as generic terms applying to both sexes.

What are two of the five options the OWL at Purdue recommends when revising sentences to avoid the bias of using gendered pronouns?

- A.
- B.

#### APA Stylistics: Basics

25. Go to the tab: **APA:Stylistic Basics** for this question.

When writing in APA Style, you can use the \_\_\_\_\_ person point of view when discussing \_\_\_\_\_ research steps ("I studied ...") and when referring to yourself and your co-authors ("\_\_\_\_\_ examined the literature ..."). Use first person to discuss research steps rather than \_\_\_\_\_ the work. For example, a study cannot "control" or "interpret"; you and your co-authors, however, can.

In general, you should foreground the \_\_\_\_\_ and not the researchers ("The results indicate ..."). Avoid using the editorial "we"; if you use "we" in your writing, be sure that "we" refers to \_\_\_\_\_ and \_\_\_\_\_ fellow researchers.

It is a common misconception that foregrounding the research requires using the \_\_\_\_\_ voice ("Experiments have been conducted ..."). This is inaccurate. Rather, you would use pronouns in place of "experiments" ("We conducted experiments ...").

26. Stay with the tab: **APA:Stylistic Basics** for this question.

APA Style encourages using the \_\_\_\_\_ voice ("We interpreted the results ..."). The \_\_\_\_\_ voice is particularly important in experimental reports, where the subject performing the action should be clearly identified (e.g. "We interviewed ..." vs. "The participants responded ...").

**Consult the OWL handout for more on the distinction between passive and active voice. (CLICK HERE)**

In a sentence using active voice, the \_\_\_\_\_ of the sentence performs the action expressed in the \_\_\_\_\_.

27. Stay with the tab: **APA:Stylistic Basics** for this question.

In APA word choice is particularly important. (Very important during Semester Two when you conduct research.)

- Use terms like " \_\_\_\_\_ " or "respondents" (rather than " \_\_\_\_\_ ") to indicate how individuals were involved \_\_\_\_\_
- Use terms like "children" or "community members" to provide more detail about \_\_\_\_\_ was participating in the study
- Use phrases like "The evidence suggests..." or "Our study indicates ..." rather than referring to " \_\_\_\_\_ " or " \_\_\_\_\_ " because \_\_\_\_\_ single study can prove a theory or hypothesis

28. Stay with the tab: **APA:Stylistic Basics** for this question.

Writing papers in APA Style is unlike writing in more \_\_\_\_\_ or literary styles that draw on poetic expressions and \_\_\_\_\_ language. Such linguistic devices can \_\_\_\_\_ from conveying your information clearly and may come across to readers as forced when it is inappropriately used to explain an issue or your findings.

Therefore, you should:

- \_\_\_\_\_ the amount of figurative language used in an APA paper, such as metaphors and analogies unless they are helpful in conveying a complex idea
- \_\_\_\_\_ rhyming schemes, alliteration, or other poetic devices typically found in verse
- use \_\_\_\_\_, descriptive adjectives and \_\_\_\_\_ language that does not risk \_\_\_\_\_ your meaning