Faculty of Community Services
Academic Support & Resource Centre

APA Format: Title, Abstract & General Formatting

What is APA, anyway? The American Psychological Association created the original APA guidelines in 1929, to standardize scientific writing style to make it easier to read and understand. When this style is used, readers know exactly where to look for important information.

What do I have to do? APA style is incorporated into many aspects of your paper – the font, the margins, the section headers, the title page, and, of course, the references. Follow the guidelines below for an overview of some important aspects of the APA format. **Remember to follow the student paper version of APA 7 style if you are writing a paper for a course.**

GENERAL FORMATTING
- Use 1" margins on all sides.
- Double space everything. This includes the title page and the reference list.
- Use a clear, easily readable font. APA 7th Edition has been modified where the fonts are required to be accessible with no specific font for professional writing.
- The recommended styles vary from 10pt. Computer Modern, 11pt. Georgia, 11pt. Calibri, 10pt. Lucida Sans Unicode, 11pt. Arial, and 12pt. Times New Roman.
- Create a page header. On the title page, this should only include your page number flushed to the right. Page numbers must start on the title page and end on the last page of your document.
- *Organizing your paper into sections? Use the guidelines for headings found here:* https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/apa_headings_and_seriation.html

TITLE PAGE
- The title page should contain the title of the paper (bolded and centered), the author's name, and the institutional affiliation.
- A student paper will also include the course number (code), course name, instructor name as well as the assignment due date.
- Check your assignment guidelines to see if your professor requires additional information.

ABSTRACT - *Check if your professor requires one.*
- The abstract should be on its own page. On the first line of the abstract page, center and bold the word "Abstract" (must not contain additional formatting such as italics, underlining, or quotation marks).
- Beginning with the next line, write a concise summary of the key points of your research (do not indent). Your abstract should contain at least your research topic, research question, methods, results, data analysis, and main conclusions in 150 to 250 words.
- You may also want to list keywords from your paper in your abstract. To do this, indent as you would if you were starting a new paragraph, type Keywords: (italicized), and then list your keywords. Listing your keywords will help researchers find your work in databases.

References
Myers, M., Paiz, J., Angeli, E., Wagner, J., Lawrick, E., Moore, K., Anderson, M.,…Keck, R. (2019, December 20). *General format.* Purdue Online Writing Lab. https://owl.purdue.edu/owl/purdue_owl.html