

Rutgers Learning Centers

At Camden Campus

RESEARCH DOCUMENTATION - APA STYLE

YOUR RESEARCH PAPER SHOULD APPEAR AS FOLLOWS:

** GENERAL DOCUMENT GUIDELINES

- Margins: one inch on all sides
- Font Size and Type: 12 pt, Times Roman or Courier
- Spacing: Double space throughout the paper, including Title page
- Alignment: Flush Left (creating uneven right margin)
- Paragraph Indentation: 5-7 spaces
- The page number appears one inch from right edge on the first line of every page.
- Manuscript Page Header is the first 2-3 words of the paper title that appears 5 spaces to the left of the page number on every page.

Manuscript Page Header 1

Running Head: ALL CAPITAL LETTERS

The Title
Author's Name
Rutgers, The State University of New Jersey
Camden College of Arts and Sciences
Department of XXXXX

*** TITLE PAGE ***

- Contains paper title, author(s), affiliations
- Title, Author, and Affiliations are centered, with upper and lowercase letters.
- Running head is flush left (all UPPERCASE) following words "Running Head". It is short title and should not exceed 50 characters, including punctuation and spacing.

Manuscript Page Header 2

Abstract

The abstract should not exceed 120 words and should be in block format. All numbers in the abstract (except those beginning a sentence) should be typed as digits rather than words.

*** ABSTRACT***

- Is a 1-paragraph, self-contained summary of the most important elements of the paper.
- Begins on a new page (2).

Manuscript Page Header 3

Title

Follow general document guidelines. The text continues throughout the paper. Every page has a header and page number.

*** BODY***

- The body begins on new page (3).
- Subsections do not begin on new pages.

Manuscript Page Header #

References

Author's last name, Author's first initial (Year). Title.
Journal, Volume, Page numbers.
Author's last name, Author's first initial (Year). Title,
City of publication: Publisher.

*** REFERENCES***

- If journal article (double spaced)
- If book (double spaced)
- References are listed in alphabetical order by the first initial of the authors' last names.

For more information, visit or call your nearest Rutgers Learning Center, or visit our website: <http://rlc.rutgers.edu>

Camden
Armitage 231
856/225-6442

College Ave
Kreeger LRC
732/932-1443

Cook/Douglass
Loree 124
732/932-1660

Livingston
Tillett 111
732/445-0986

Newark
Conklin 126
973/353-5608