

## **Most Common Reviewer Comments concerning APA Style**

The article on pp. 41–51 of the APA manual provides an example of how a submission should be formatted (including indented, double-spaced paragraphs, with the not-bolded title listed at the beginning of the article).

Start the reference page on a new page with a not-bolded heading, and double space all references (see example on APA p. 49).

The abstract needs to be on its own page with a not-bolded heading and not indented. The abstract is followed by a list of 4–6 keywords (that UPDATE wants alphabetized).

Note capitalization and italicization for journal titles and article titles on APA p. 198. On this page you will also find information concerning putting a space between author initials, and putting commas between authors. See p. 186 for publication information related to deleting issue numbers for continuously numbered journals such as the JRME, and formatting volume and issue numbers (as needed).

Format tables and figures per the chapter in APA starting on p. 125. Each table or figure stands alone as a single page in the submission and is placed at the end of the article (see article example in APA p. 52) and must be cited in the body of the article with a statement such as (see Table 1).

Use endashes for all page and number ranges.

Add doi information for all articles that have dois, and see the list of other options if no doi is available (APA p. 199). Also, do not put a space after doi:.

Add state and city information for book references, but take out superfluous words such as Publisher, Co, and Inc. (see APA p. 187).

See APA p. 78 for past tense [e.g., Jones (2014) found] or present perfect tense (e.g., researchers have found), to use in reviews of literature, method sections, and results sections.

See pp. 91–92 for uses/misuses of single and double quotation marks and see pp. 104–106 for uses/misuses of italics.

See the rules for number usage on pp. 111–113 and use correct statistical symbols with accurate spacing between the symbols and numbers (pp. 118–122).

See APA pp. 175–176 for organizing multiple authors, and use the chart on p. 177 for formatting multiple authors the first and second time in text.

See p. 182 in APA to organize the titles/authors in a reference list.