**PERIODICALS**

1. **Journal Articles**

**Single author**

Kabasakal, Z. (2020). Creativity and innovation: Providing competitive advantage in the business world. *Journal of Business and Management Research*, 12(3), 45-60. <https://doi.org/xxxxxx>

**In-text notation:** (Kabasakal, 2020), Kabasakal (2020), (Kabasakal, 2020, p. 48), (Kabasakal, 2020, pp. 48-52)

**With 2 authors**

Yılmaz, A., & Demir, B. (2018). The effect of leadership styles on the performance of teams: A meta-analysis. *Journal of Leadership and Organisation Development*, 5(2), 112-129. <https://doi.org/xxxxxx>

**In-text citation:** (Yılmaz & Demir, 2018), Yılmaz and Demir (2018), (Yılmaz & Demir, 2018, s. 115), (Yılmaz & Demir, 2018, pp. 115-118)

**With 3 or more authors**

Smith, J. A., Johnson, A. L., & Brown, K. M. (2022). Team dynamics in the workplace. *Journal of Applied Psychology*, 30(4), 210-225. https://doi.org/xxxxxx

**If there are more than three authors**: (Smith et al., 2022), Smith et al. (2022)

1. **Newspaper Article**

Carey, B. (2019, March 22). Can we get better at forgetting? *The New York Times.* <https://www.nytimes.com/2019/03/22/health/memory-forgetting-psychology.html>

**In- text citiation:** (Carey, 2019), Carey (2019)

**BOOKS**

1. **Printed Book**

**Single author**

Smith, J. (2020). *Leadership in the digital age.* Publisher.

**In- text citiation:** (Smith, 2020), Smith (2020), Smith (2020, p. 18), Smith (2020, pp. 18-81)

**With 2 or more authors**

Jones, A., & Brown, B. (2018). *The power of collaboration*. Publisher.

**In-text citation:** (Jones & Brown, 2018), Jones and Brown (2018), Jones and Brown (2018, p. 19), Jones and Brown (2018, pp. 19-23)

**With 3 or more authors**

Jones, B., Brown, K., & George, M. (2019). *The power of collaboration*. Publisher.

**In-text citiation:** (Jones et al., 2018), Jones et al. (2018), Jones et al. (2018, s. 19), Jones et al. (2018, pp. 19-23)

1. **Online Book**

**Single author**

Smith, J. (2020). *Leadership in the digital age*. Publisher. https://doi.org/10.xxxxx. https://webpagexxxx.

**In-text citiation:** (Smith, 2020), Smith (2020), Smith (2020, p. 18), Smith (2020, pp. 18-81)

**With 2 authors**

Jones, A., & Brown, B. (2018). *The power of collaboration*. Publisher. https://doi.org/10.xxxxx. https://webpagexxxx.

**In-text citation:** (Jones & Brown, 2018), Jones and Brown (2018), Jones and Brown (2018, p. 19), Jones and Brown (2018, pp. 19-23)

**With 3 or more authors**

Jones, B., Brown, K., & George, M. (2019). *The power of collaboration*. Publisher. https://doi.org/10.xxxxx. https://webpagexxxx.

**In-text citation:** (Jones et al., 2018), Jones et al. (2018), Jones et al. (2018, s. 19), Jones et al. (2018, pp. 19-23)

1. **Translation Book**

Braudel, F. (1990). *Akdeniz Mekan ve Tarih*. N. Erkurt (Çev.). Metis Yayınları.

Braudel, F. (1990). *Mediterranean Space and History*. N. Erkurt (Trans.). Metis Publications.

**In-text citation:** (Braudel, 1990), Braudel (1990), Braudel (1990, pp. 67-86)

1. **Book Section**

Mith, S., Smith, M. & George, F. (2020). Title of chapter: Subtitle. A. Editör & B. Editör (Ed.), *Title of book: Subtitle* (X ed., pp. 190-519). Pub: Publishing House. DOI

**In-text citation:** (Mith et al., 2020), Mith et al. (2020, p. 235), Mith et al. (2020, pp. 235-258)

**THESES**

1. **PhD Thesis**

Alptekin, D. (2011). *Social belonging and youth: A sociological research on the belonging of university youth* [DoctoralThesis. Selcuk University].

**In-text citiation:** (Alptekin, 2011, p.45)

1. **Master’s Thesis**

Balatongöz, N. (2019). *Network societies: Manuel Castells'te teorisi* [Master's thesis, Mardin Artuklu University].https://tez.yok.gov.tr/UlusalTezMerkezi/tezDetay.jsp?id=RMFRzkst7jwOZgyMmbTP5A&no=oizttAFJjQD1deMOW-6leA.

**In-text citiation:** (Balatongöz, 2019, p.45), Balatongöz (2019, p.45), (Balatongöz, 2019, pp. 45-54), Balatongöz, (2019, pp. 45-54)

**Conference Papers**

1. **Papers published in a journal**

Smith, A. & Johnson, B. (Ed.). (2020). Innovative Approaches in Learning and Education [Special Issue]. *Journal of Educational Research*, 5(2).

**In-text citiation:** (Smith, et al., 2020), Smith et al. (2020, p.130), Smith et al. (2020, pp. 130-145)

1. **Online report written by one person**

Doe, J. (2021). *Eğitimde teknolojinin rolü: Yeni yaklaşımlar ve imkanlar* [Rapor No. 123]. Eğitim Araştırmaları Enstitüsü. <https://www.example.com/report123>

**In-text citiation:** Doe, 2021), (Doe, 2021, p.45), Doe (2021, p.45), (Doe, 2021, pp. 45-50)

1. **Online report with a corporate author**

World Health Organization. (2022). *Global health trends: An overview* [Rapor No. 567]. <https://www.who.int/reports/global-health-trends-2022>

**In-text citiation:** (WHO, 2022), WHO (2022). (WHO, 2022, p.30). WHO (2022, p.30), (WHO, 2022, pp.30-45). WHO (2022, pp.30-45)

1. **online document written by a person**

Doe, J. (2021). *Climate change and sustainability: A global review* [Document No. 123]. Ministry of Environment and Natural Resources. <https://www.ornekbelge.com/document123>

**In-text citiation:** (Doe, 2021), Doe (2021), (Doe, 2021, p.20), Doe (2021, p.20), (Doe, 2021, pp. 20-35). Doe (2021, pp. 20-35)

1. **Online document with an official author**

Ministry of Environment and Natural Resources. (2022). Sustainable Forest Management Guidelines [Document No. 456]. <https://www.ornek-belge.com/surdurulebilir-orman-rehberi>

**In-text citiation:** ÇDKB, 2022), ÇDKB (2022), (ÇDKB, 2022, p.50), ÇDKB (2022, p.50), (ÇDKB, 2022, pp. 50-65), ÇDKB (2022, pp. 50-65).

**EncyclopedIa**

Smith, A. (2005). "Ottoman Empire*.*" *Encyclopedia of World History* (Vol. 3, pp. 123-125). New York: Oxford University Press.

**In-text citiation:** (Smith, 2005), Smith (2005), (Smith, 2005, p.352), Smith (2005, p.352), (Smith, 2005, pp.352-354), Smith (2005, pp.352-354)

**MANUSCRIPT**

Farukî. (1385). Risâle-i Mi'mâriyye. Süleymaniye Kütüphanesi. Esad Efendi. No. 789. fol. 20b.

**In-text citiation:** (Farukî [yz.] 1385, 20b)

**MISSING RESOURCES**

1. **If he writes a missing element**

Title, date and source should be indicated.

**For example:**

Artificial Intelligence and its Future Role. (2023, February 20). <https://www.example.com/yapay-zeka-gelecek>

**In-text citiation:** (title, year),(Artificial Intelligence and its Future Role, 2023)

1. **if the missing item is the date**

The author is indicated, "nd" is written instead of "no date", and then the title and source are indicated

**for example**

Smith, J. (n.d.). Artificial Intelligence and its Future Role. <https://www.example.com/yapay-zeka-gelecek>

**In-text citiation:** (Author, nd),(Smith, nd)

1. **if the missing element is the title**

The author and date are indicated, the work is described in square brackets and then the source is indicated.

**for example:**

Smith, J. (2022). [Title of Study Unknown]. [Website name]. <https://www.example.com/bilinmeyen-calisma>

**In-text citiation:** (Author, year),(Smith, 2022)

1. **If the missing element is the author and date**

The title should be entered, "nd" should be written instead of "no date" and then the source should be indicated**.**

**for example:**

*[*Artificial intelligence and its future role]. (nd). [Websitename].<https://www.example.com/bilinmeyen-calisma>

**In-text citiation:** (Başlık, nd), **(**Artificial intelligence and its future role, nd*)*

1. **If the missing element is the author and title**

The work is identified in square brackets, followed by the date and source.

**for example:**

[Unknown Study]. (2023). [Website name]. <https://www.example.com/bilinmeyen-calisma>

**In-text citiation:** (Job description, year), ([Unknown Work], 2023)

1. **If the missing item is the date and title**

The work is identified in square brackets, "nd" is written instead of "no date" and then the source is indicated.

**for example:**

[Unknown Study]. (nd). [Website name]. <https://www.example.com/bilinmeyen-calisma>

**In-text citiation:** (Job description, nd), (Bilinmeyen çalışma, nd)

1. **If the missing element is the author, date and title**

The work is identified in square brackets, "nd" is written instead of "no date" and then the source is indicated.

**for example:**

[Unknown Study]. (nd). [Website name]. <https://www.example.com/bilinmeyen-calisma>

**In-text citiation:** (Job description, nd), (Bilinmeyen çalışma, nd)

1. **Anonymous authors**

**In-text citiation:** ([Anonymous], year)

**WEB PAGE AND SOCİAL MEDİA**

1. **Web page**

**Web page written by one person**

Doe, J. (2023,15 February). *The rise of digital art: New possibilities for creative expression*. World of Art and Culture. <https://www.example.com/digital-art-rise>

**In-text citiation:** Doe, 2023), Doe (2023)

**Web page with corporate author**

World Health Organization. (2023, 10 March). *Global health ınitiatives: Improving access to healthcare*. World Health Organization. <https://www.who.int/global-health-initiatives>

**In-text citiation:** (WHO, 2022), WHO (2022).

1. **Document by web page**

**Document by author**

Doe, J. (2022). Digital literacy: Critical skills in the information age [Personal opinion]. Personal Blog. https://www.example.com/digital-literacy

**In-text citiation:** (Doe, 2022), Doe (2022).

**Corporate authored document**

World Economic Forum. (2021). The future of jobs report 2021: Reskilling for the future [Rapor]. https://www.weforum.org/reports/the-future-of-jobs-report-2021

**In-text citiation:** (WEF, 2021), WEF (2021)

1. **Blog post**

**Articles written by one person**

Doe, J. (2022, 25 January). The power of art: The role of creativity for social change. Art and Thought Blog. https://www.example.com/art-power-social-change

**In-text citiation:** Doe, 2022), Doe (2022)

1. **Social media**

**Articles written by one person**

Doe, J. (2022, 30 July). Information security in the digital world: Key principles [Tweet]. Twitter. https://twitter.com/exampleuser/status/123456789

**In-text citiation:** Doe, 2022), Doe (2022)

**Posts written by a person with a username/identifier**

Doe, J. [@exampleuser]. (2021, 5 February). Digital marketing strategies: Current trends and tips [Tweet]. Twitter. https://twitter.com/exampleuser/status/987654321

**In-text citiation:** Doe, 2021), Doe (2021)

**Posts with corporate authors**

World Health Organization. (2022, 10 February). We provide the most up-to-date information on COVID-19 vaccines [Facebook Update]. Facebook. https://www.facebook.com/WHO/posts/123456789012345

**In-text citiation:** (WHO, 2022), WHO (2022).

**MAPS & POSTERS**

1. **Online map or poster**

Smith, J. (2021). *Dünya üzerinde biyoçeşitlilik haritası* [Harita]. Nature Conservation Society. https://www.example.com/biodiversity-map

**In-text citiation:** (Smith, 2021), Smith (2021)

1. **Print map or poster**

Doe, J. (2022). *Exploring ancient civilizations: A historical map* [Poster]. National Geographic.

**In-text citiation:** (Doe, 2022), Doe (2022)

1. **Google Maps**

Google. (n. d). [İstanbul Haritası]. 15 Ocak 2023, https://www.google.com/maps

**VİDEO, PODCAST and İMAGES**

1. **Video, Film and TV**

**Online video streaming**

TechTalks. (2023, 15 Şubat). *Quantum computing: Exploring the future of technology* [Webinar]. YouTube. https://www.youtube.com/watch?v=example123

**In-text citiation:** (TeachTalks, 2023), TeachTalk (2023)

**films and documentaries**

Nolan, C. (Yönetmen). (2014). Interstellar [Film]. Warner Bros.

**In-text citiation:** (Nolan, 2014), Nolan (2014)

**TV programmes**

Smith, J. (Yazar) ve Robinson, L. (Yönetmen). (2020). İğne Gözü (Sezon 1, Bölüm 14) [TV dizisi bölümü]. Brown, N., Doe, J. (Yönetici Yapımcılar), Prodigal son. Warner Bros. Televizyonu; Fox Eğlence.

**In-text citiation:** (Smith, 2020), Smith (2020).

1. **Podcast and audio**

**Podcast**

Doe & Smith (Hosts). 2018, March 10). Creativity and innovation (Episode 7) [Interview format]. *Advanced podcast*. PodcastProd.

**In-text citiation:** (Doe, et al., 2018), Doe (et al., 2018)

**Songs & audio tracks**

Adele. (2011). Rolling in the deep [Single]. *On Late night feelings*. *Columbia*

**In-text citiation:** (Adele, 2019), Adele (2019)

**Classical music songs**

Mozart, W. A. (1787). Symphony no. 41 in C major, K. 551, "Jupiter" [Chicago Symphony Orchestra tarafından kaydedilen şarkı]. *Mozart: The complete symphonies*. Deutsche Grammophon. (Original work published 1773)

**In-text citiation:** (Mozart, 1787), Mozart (1787)

**SECONDARY SOURCES**

Bibliographical references to secondary sources give the name and date of the original research, while also indicating the secondary source. Secondary sources should be used, if possible, when the original source cannot be reached.

**For example**

* **Original researcher (book):**

Smith, A. (2005). The Art of Writing. Publisher.

* **Secondary sources (artical):**

Jones, B. (2020). A Review of "The Art of Writing" by Smith. Journal of Writing Studies, 15(2), 123-145. https://doi.org/xxxx

* **When citing a secondary source in the text:**

(Jones, 2020, s. 130) veya Jones'a göre (2020, s. 130)

* **In- text citiation:**

Jones, B. (2020). A Review of "The Art of Writing" by Smith. Journal of Writing Studies, 15(2), 123-145. <https://doi.org/xxxx>

**COURSE MATERIALS**

**Lecture notes and powerpoints**

Smith, A. (2021, February 10). *Introduction to psychology: Understanding human behavior* [Lecture notes]. University of Example. https://www.example.edu/psychology-101

**In- text citiation:** (Smith, 2021), Smith (2021), (Smith, 2021, p.30), Smith (2021, p.30), (Smith, 2021, pp.30-45), Smith (2021, pp. 30-45)

**PERSONAL COMMUNICATIONS**

**The APA manual identifies the following examples of personal communications:**

• emails

• private letters

• memos

• personal interviews

• telephone conversations

• other sources not publicly available

**In- text citiation:** *Mail*: (K. Johnson, kişisel ileti, 10 Ocak 2022), *özel mektup*: (R. Davis, kişisel ileti, 22 Kasım 2020), *telefon konuşması*: (M. Anderson, kişisel ileti, 5 Mayıs 2021), *Kişisel röportaj*: (P. Smith, kişisel ileti, 15 Şubat 2023)