

**CITING BUSINESS SOURCES**  
Based on APA Style (2007 and 6<sup>th</sup> Edition *Publication Manual*)

## **Electronic Sources**

**Journal and Magazine Articles from Full-Text Electronic Databases** (e.g., Business Source Premier, and newspapers such as the *New York Times* and the *Wall Street Journal*)

- **Scholarly or Academic Journal Articles from Full-Text Electronic Databases with DOI (Digital Object Identifier) Numbers.**

**Article Format:**

Author's Last name, Initials. (year). Title of article. *Name of journal/magazine*, volume number(issue number), page number(s). doi:DOI number

**Article Example:**

Krishnan, H. A., Hitt, M. A., & Park, D. (2006). Acquisition premiums, subsequent workforce reductions and post-acquisition performance. *Journal of Management Studies* 44(5), 709-732. doi:10.1111/j.1467-6486.2006.00672.x

## **Magazine and Newspaper Articles, and Journal Articles from databases without DOIs :**

### **New with the 6<sup>th</sup> edition:**

- In general, it is not necessary to include database information. Journal coverage in a particular database may change over time; also, if using an aggregator such as EBSCO....[which contains] many discipline-specific databases such as [*Business Source Premier*], it may be unclear exactly which database provided the full text of an article.
- Some archival documents (e.g. discontinued journals, monographs, dissertations, or papers not formally published) can only be found in electronic ....When the document is not easily located through its primary publishing channels, give the home or entry page URL for the online archive..., not the long URL associated with the individual article.
- Do not include the retrieval dates unless the source material may change over time (e.g. Wikis).

**Article Format:**

Author's Last name, Initials. (year). Title of article. *Name of journal/magazine*, volume number(issue number), page number(s). URL of journal home page, or in some cases, database home page.

**Article Example (where we could locate the journal web site):**

Heighes, M. L. (2002). Develop an effective e-commerce policy. *Credit Union Magazine*, 68 (3), 87-88. <http://www.creditunionmagazine.com/>

**Article Example (where we could *not* locate the journal web site):**

Dolbeck, A. (2007, October). The Facebook story: Sometimes it's better not to deal. (cover story). *Weekly Corporate Growth Report*, Retrieved from Business Source Premier database.

**Newspaper Format:**

Author. (year, month day). Title. *Name of newspaper*, page number(s). Retrieved from URL for newspaper home page.

**Newspaper Example:**

Paletta, D. (2007, May 9). Home Depot seeks a bank. *Wall Street Journal*, B3. Retrieved from <https://www.wallstreetjournal.com/>.

- **Citation Examples for Journal and Newspaper Articles - Print Sources**

**Journal Article Format:** Author (Last name, Initials). (year). Title of article. *Name of journal/newspaper/magazine*, (volume number)(issue number), page number(s).

**Journal Article Example:**

Abelle, B. E. (1975). CLU profile. *CLU Journal*, 29(1), 60-63.

**Newspaper Article Format :**

Author. (year, month day). Title. *Name of newspaper*, page number(s).

**Newspaper Article Example:**

Paletta, D. (2007, May 9). Home Depot seeks a bank. *Wall Street Journal*, p. B3.

- **Print Business Reference Sources**

***Europa World Year Book***

Format:

Name of chapter (year). In *Europa World Year Book year* (Vol. no., page number(s)). London: Europa.

Example:

Belgium (2004). In *Europa World Year Book 2004* (Vol. 1, pp. 324-333). London: Europa.

***Market Share Reporter***

Format:

Name of table/chart. (Year). In Name of Editor (first initials and full last name (Ed.)). *Market Share Reporter* (Vol. no, page no.). Farmington Hills, MI: Thomson Gale.

Example:

Largest beverage companies. (2008). In R.S. Lazich (Ed.). *Market Share Reporter* (Vol. 1, p. 143). Farmington Hill, MI: Thomson Gale.

### ***Lifestyle Market Analyst***

Format:

Name of profile. (Year). *Lifestyle Market Analyst* (page no.). Wilmette, IL: Standard Rate & Data Service.

Example:

Home workshop. (2006). *Lifestyle Market Analyst* (p. 839). Wilmette, IL: Standard Rate & Data Service.

### ***Standard & Poor's Industry Survey***

Format: Title of chapter/report (date). *Standard & Poor's Industry Surveys* (Vol. no.). New York: Standard & Poor's.

Example:

Non-Alcoholic Beverages (2002, April). *Standard & Poor's Industry Surveys* (Vol. 2). New York: Standard & Poor's.

### ***Value Line Investment Survey***

Format: Author. (year, month day). Title. *Value Line Investment Survey*, page number.

Example:

Cohen, R. S. (2002, May 14). Eastman Kodak. *Value Line Investment Survey*, 432.

## **Print Ratio Service**

Format:

Author last name, initials. (Year). Name of industry. *Title* (page number(s)). Place of publication: Publisher.

Example:

Troy, L. (2008). Apparel knitting mills. *Almanac of Business and Industrial Financial Ratios* (pp. 62-64). Chicago: CCH.

2<sup>nd</sup> Example:

The Risk Management Association. (2009). Manufacturing – Breweries. *Annual statement studies: Financial ratio benchmarks, 2008-2009* (pp. 294-295). Philadelphia : RMA.

3<sup>rd</sup> Example:

Industry & Financial Consulting Services. (2008). SIC 2082 Malt beverages. *Industry norms and key business ratios: One year*. (p.17). Dun and Bradstreet Credit Services.

## **Full-Text Reports from Databases**

(New with the 6<sup>th</sup> edition of the Publication Manual) "For reports retrieved online, indentify the publisher as part of the retrieval statement unless the publisher has been identified as the author: Retrieved from Agency name website: <http://www.xxxxxx>"

## **Business Insights**

Format:

Author. (date). *Title*. Retrieved from Business Insights website: [www.marketresearch.com](http://www.marketresearch.com).

Example:

Gladding, N. (2000). *Growth strategies in ingredients*. Retrieved from Business Insights website: [www.marketresearch.com](http://www.marketresearch.com)

### **Choices 3**

Format:

*Title of file.* (year, season). Choices 3 [CD-ROM].

Example:

*Regular cola.* (2004, Spring). Choices 3 [CD-ROM].

### **CountryWatch**

Format:

*Country: File name.* (n.d.) Retrieved from CountryWatch database.

Example:

*Argentina: Foreign investment climate* (n.d.). Retrieved from CountryWatch database.

### **Datamonitor**

Format:

Datamonitor. (date). *Name of Report.* Retrieved from Business Source Premier database.

Example:

Datamonitor. (2007). *Home Depot: Company profile.* Retrieved from Business Source Premier database.

### **Datastream**

Format:

Author. (date of file). *Name of file.* Retrieved from Datastream Advance 4.0 database.

Example:

Conference Board. (2007, April). *Consumer confidence.* Retrieved from Datastream Advance 4.0 database.

### **GLOBUS**

Format:

Author of Report. (year, month, day). Title of report. *Name of File.* Retrieved from GLOBUS & NTDB database.

Example:

U. S. Department of State. (2001, August 3). Argentina country commercial guide 2002. *Country Commercial Guides.* Retrieved from GLOBUS & NTDB database.

### **Industry Market Research**

Format:

*Title of Report.* (year, month day). Retrieved from Industry Market Research database.

Example:

44211—*Furniture Stores in the U. S.* (2007, March 23). Retrieved from Industry Market Research database.

### **Investext Plus**

Format: Author of Report. (Year, month, day). *Title of Report.* Retrieved from Investext Plus database.

Example:

Corporate Technology Information Services, Inc. (2002, February 27). *Eastman Kodak Company/Document Imaging Systems.* Retrieved from Investext Plus database.

### **Morningstar Investment Research Center**

Format:

Title of section. (date). *Name of Company*. Retrieved from Morningstar Research Center database.

Example:

Key ratios. (2008). *Eastman Kodak Company*. Retrieved from Morningstar Research Center database. Morningstar Research Center database.

### **OSIRIS**

Format:

*Name of Company*. (n.d.) Retrieved from OSIRIS database.

Example:

*Eastman Kodak Company*. (n.d.) Retrieved from OSIRIS database.

### **Reference USA**

Format:

Name of company. (n.d.). *Name of file*. Retrieved from Reference USA database.

Example:

Home Depot Inc. (n.d.). *U. S. Businesses*. Retrieved from Reference USA database.

### **Value Line (online)**

Format:

Author (Last name, Initials). (Date of report) *Name of company or industry*. Retrieved from Value Line Investment Survey Online database.

Example:

Cohen, R. S. (2004, September 3). *Eastman Kodak*. Retrieved from Value Line Investment Survey Online database.

- **Web Sources**

Format:

Author. (Date, if no date: n.d.). Title. *Name of file*. Date retrieved, from <http://----->  
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Examples (with *corporate authors*):

U. S. Department of State. (2006). Background note: Argentina. *Background Notes*. Retrieved March 6, 2007, from: <http://www.state.gov/r/pa/ei/bgn/26516.htm>

Pepsico.com (2008). *Pepsi-Cola Brands*. Retrieved March 29, 2009 from [http://www.pepsico.com/Brands/Pepsi\\_Cola-Brands.aspx](http://www.pepsico.com/Brands/Pepsi_Cola-Brands.aspx).

**Note:** Entire web sites (as opposed to specific documents or sections of the web site) are not cited in the reference list, but are cited within text.